



## Executive Committee Agenda

Thursday, May 4, 2017  
Council Chambers  
County Administration Centre, Walkerton

### 1. Declaration of Pecuniary Interest

### 2. Presentations:

- A. Launch of Mental Health Program
- B. Southwestern Integrated Fibre Technology Inc. (SWIFT) Update
  - Geoff Hogan, Interim Executive Director

### 3. Action Items

- A. Code of Conduct for Members of Council (attached)
- B. Office of the Integrity Commissioner (attached)
- C. Fees and Charges By-law Amendment (attached)
- D. Bruce County 150<sup>th</sup> Celebration Update (attached)

### 4. Closed Meeting

- A. Minutes for Approval - March 2, April 6 and April 13, 2017 (to be emailed under separate cover)
- B. That the Committee move into a closed meeting pursuant to  
Section 239 (2) (b) personal matters about an identifiable individual, including municipal or local board employees; and,  
Section 239. (3.1) of the Municipal Act, for the purpose of educating or training the members

5. Rise and Report

6. Next Meeting

June 1, 2017

7. Adjournment



Corporation of the County of Bruce  
Office of the C.A.O.

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## Committee Report

**To:** Warden Mitch Twolan  
Members of the Executive Committee

**From:** Kelley Coulter,  
Chief Administrative Officer

**Date:** May 4, 2017

**Re:** Code of Conduct for Members of Bruce County Council

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### **Recommendation:**

That a By-law be introduced to adopt the Code of Conduct for members of Bruce County Council; and,

That By-law Number 4393 be repealed.

### **Background:**

A Code of Conduct serves as a reference guide on ethical behavior when members are acting in their official capacity, and supplements the legislative standards and parameters within which members are obligated to operate.

A Code of Conduct encourages the public's right to expect that its representatives adhere to the highest standards of conduct. Adherence to such standards will in turn help to protect and maintain a municipality's reputation and integrity.

The attached draft Code of Conduct includes provisions related to the following:

- Applicability (to whom the code applies; equal application among members)
- Reference to other legislation, codes, etc.
- Expectations for general integrity, including requirement to follow other council by-laws, etc.
- How confidential information is expected to be handled by members
- Requirement for proper conduct at meetings, including compliance with procedures and rulings
- Requirement of fair and proper treatment of the public, the council or local board, and staff
- Prohibition of harassment or discrimination
- Prohibition of use of improper language and unparliamentary conduct
- Prohibition against improper use of influence of office



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- Requirement to support the public interest and an appropriate work environment within the County of Bruce
- Regulation of receiving gifts or benefits connected to members' performance of public duties
- Regulation of the use of municipal property, services, staff or resources
- Compliance with the Municipal Elections Act for election-related activity
- Requirement to cooperate with the Integrity Commissioner
- Enforcement of the Code of Conduct, including informal and formal complaint processes, and possible penalties that may be recommended
- Process for members to request advice from the Integrity Commissioner

At the November 29, 2007 meeting of the Corporate Services Committee adopting a Code of Conduct for Council was discussed and the following resolution was passed:

"That we recommend that the Code of Conduct for the Members of Council be approved."

By-law Number 4393 (attached) was passed adopting the Code of Conduct for Members of Council, effective January 1, 2008.

In response to Bill 8 (Public Sector and MPP Accountability and Transparency Act) the County's current Code of Conduct was reviewed. During this process several other Municipal Codes of Conduct were reviewed resulting in a revised and updated Code of Conduct for the Committee's consideration.

Of particular note is the addition of a process for complaints and inquiries concerning the conduct of Members of Council which is not in the current Code of Conduct.

Bill 68 (the proposed Modernizing Ontario's Municipal Legislation Act, 2016) an Act which will amend various Acts (Municipal Act, 2001; City of Toronto Act, 2006; Municipal Conflict of Interest Act and several other Acts), received Second Reading on March 23, 2017 and was referred to the Standing Committee on Social Policy.

Section 223.2(1) of the Municipal Act currently authorizes a municipality to establish codes of conduct, however Bill 68 is proposing that "a municipality shall establish Codes of Conduct for members of the Council of the municipality and of its local boards."



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If Council approves the updated Code of Conduct, which includes provisions for enforcement, it is staff's recommendation to undertake a Request for Proposal (RFP) process to seek out the services of an Integrity Commissioner.

**Financial/Staffing/Legal/It Considerations:**

There is no financial, staffing, legal or IT considerations associated with this report.

**Interdepartmental Consultation:**

There was no interdepartmental consultation.

**Link to Strategic Goals and Elements:**

None identified.

Written by Donna Van Wyck, Clerk

**Approved by:**

A handwritten signature in black ink, appearing to read 'Kelley Coulter', written in a cursive style.

Kelley Coulter  
Chief Administrative Officer



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**Policy:** Code of Conduct

**Department:** Office of the C.A.O.

**Effective Date:**

**Revision Date:**

**Review Date:**

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## 1. Coverage

This Code of Conduct applies to all Members of the Council of the County of Bruce and members of Committees of the County of Bruce, and includes members of the public appointed to Committees as representatives on behalf of the County of Bruce. It is the responsibility of all members to be aware and comply with this Code and other policies adopted by County Council.

## 2. Purpose

The Council of the County of Bruce is committed to achieving the highest standards of conduct in its actions which is essential to maintaining and ensuring public trust and confidence in the County's decision-making and operations. Bruce County Council members shall act in an accountable and responsible manner, with integrity and fairness in the decision-making process.

## 3. Definitions

"Clerk" shall mean an employee authorized to act as the Clerk of the County of Bruce.

"Child" has the same meaning as that in the Municipal Conflict of Interest Act.

"Closed Meeting" shall mean a meeting or part of a meeting not open to the public in accordance with the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended.

"Code" means this Council Code of Conduct as it applies to members of Council of the Corporation of the County of Bruce.

"Complaint" means an alleged contravention of this Council Code of Conduct.

“Confidential Information” includes any information in the possession of the County that the County is prohibited from disclosing. Confidential information also means any information that is not available to the public and that, if disclosed, could result in loss or damage to the County of Bruce or could give the person to whom it is disclosed an advantage. Confidential Information also includes items disclosed or discussed at closed sessions of Council and Committee meetings.

“Council” means the Council of the Corporation of the County of Bruce.

“County” means the Corporation of the County of Bruce.

“County Property” means items, services or resources which are the property of the County, including, but not limited to, materials, equipment, facilities, technology, County-developed computer programs or technological innovations, databases, intellectual property and supplies.

“Frivolous” means something that is not worthy of serious consideration, or that is of little or no importance, due to its lack of seriousness or sense.

“Gifts and Benefits” means any cash or monetary equivalent, fee, object of value, service, travel and accommodation, or entertainment.

“Good Faith” means in accordance with standards of honesty, trust and sincerity.

“Hospitality” means instances where there is entertainment of, or by outside parties, for the furtherance of municipal business.

“Integrity Commissioner” means the Integrity Commissioner appointed by the Council of the Corporation of the County of Bruce.

“Member” means a member of the Council of the Corporation of the County of Bruce, a member of a Committee of the County of Bruce and includes any member of the public appointed to a Committee on behalf of the County of Bruce.

“Office” means the authority and duties attached to the position of being an elected member.

“Parent” has the same meaning as that in the Municipal Conflict of Interest Act.

“Spouse” has the same meaning as that in the Municipal Conflict of Interest Act.

“Staff” means all full-time and part-time persons hired by the County, including the Chief Administrative Officer, Directors, Managers, Supervisors, Salaried Employees, Administrative Staff, contract and temporary employees, students and co-op placement staff.

“Vexatious” means without reasonable or probable cause or excuse.

## **4. General Integrity**

- 4.1 Members are committed to performing their functions with integrity, accountability and transparency.
- 4.2 Members are responsible for complying with all applicable legislation, by-laws and policies that pertain to their positions as an elected official.
- 4.3 Members recognize that the public has the right to open government and transparent decision-making.
- 4.4 Members shall at all times serve and be seen to serve the interests of their constituents and the County in a conscientious and diligent manner and shall approach decision-making with an open mind.
- 4.5 Members will conduct their dealings with each other in ways that maintain public confidence in the position to which they have been elected or appointed.
- 4.6 Members will be open and honest, focus on issues rather than personalities, and avoid aggressive, offensive or abusive conduct.
- 4.7 Members shall refrain from making disparaging remarks about other members of Council, staff, members of the public, or Council's decisions.
- 4.8 Members shall avoid the improper use of the influence of their office and shall avoid conflicts of interest, both apparent and real.
- 4.9 Members shall not extend in the discharge of their official duties preferential treatment to any individual or organization if a reasonably well-informed person would conclude that the preferential treatment was solely for the purpose of advancing a private or personal interest.
- 4.10 For greater clarity, this Code does not prohibit members from properly using their influence on behalf of constituents.
- 4.11 In accordance with the Municipal Act, 2001 and the Municipal Conflict of Interest Act, every member shall exercise his or her power and discharge his or her official duties in accordance with the following guiding principles:
  - a) Seek to advance the common good of Bruce County;
  - b) Exercise care, diligence and skill that a reasonable person would exercise in similar circumstances;
  - c) Exercise his or her powers only for the purposes for which they were intended; and,
  - d) Truly, faithfully and impartially exercise his or her office to the best of his or her knowledge and ability.

## **5. Conduct at Council and Committee Meetings**

Members shall conduct themselves with decorum at all County Council and Committee meetings in accordance with the provisions of the County of Bruce's Procedure By-law.



## 6. Discrimination and Harassment

All members have a duty to treat members of the public, one another, and staff with respect and without abuse, bullying or intimidation, and to ensure that the work environment is free from discrimination and harassment. The Ontario Human Rights Code applied and, where applicable, the County's Workplace Harassment Policy E1.

## 7. Conduct Respecting Staff

- 7.1 Members shall acknowledge the fact that staff work for the County as a body corporate and are charged with making recommendations that reflect their professional expertise and corporate objectives. County Council has the authority to approve budget, policy, governance, and other such matters. Under the direction of the Chief Administrative Officer, County staff serves Council as a whole and the combined interests of all members as evidenced through the decisions of Council as recorded in the minutes and resolutions.
- 7.2 Members shall acknowledge and respect the fact that staff carry out directions of Council as a whole and administer the policies of the County, and are required to do so without any undue influence from any individual member or group of members.
- 7.3 Members shall refrain from publicly criticizing individual members of staff in a way that casts aspersions on their professional competence and credibility. The role of staff is to provide advice and services based on political neutrality, objectivity and professional judgement which may not necessarily reflect the opinion or position of a single member of Council.
- 7.4 Members of Council have no individual capacity to direct staff to perform specific functions. Inquiries of staff from members of Council should be directed to the Chief Administrative Officer or the appropriate Director.
- 7.5 The Municipal Act, 2001 sets out the roles of members of Council and the municipal administration, including specific roles for statutory officers such as the Chief Administrative Officer, Clerk, Treasurer and the Integrity Commissioner.
- 7.6 Members of Council are expected to:
  - a) Represent the public and to consider the well-being and interests of the County;
  - b) Develop and evaluate policies and programs of the County;
  - c) Determine which services the County provides;
  - d) Ensure the administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of Council;
  - e) Ensure the accountability and transparency of the operations of the County, including the activities of the senior management of the County;
  - f) Maintain the financial integrity of the County; and
  - g) Carry out the duties of Council under the Municipal Act, 2001 or any other Act.
- 7.7 Municipal staff is expected to:

- a) Implement Council's decisions and establish administrative practices and procedures to carry out Council's decisions;
- b) Undertake research and provide advice to Council on the policies and programs of the County; and
- c) Carry out other duties required under the Municipal Act, 2001 or any Act and other duties assigned by the County.

7.8 Members shall be respectful of the role of staff to provide advice based on political neutrality, professional judgement and objectivity.

7.9 Members should not:

- a) Maliciously or falsely injure the professional or ethical reputation, or the prospects or practice of staff;
- b) Compel staff to engage in partisan political activities or be subjected to threats or discrimination for refusing to engage in such activities; or
- c) Use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding or influencing any staff member with the intent of interfering in staff's duties.

## **8. Improper Use of Influence**

8.1 As elected officials, members are expected to perform the duties of their office with integrity, accountability and transparency.

8.2 Members should not use the status of their position to influence the decision of another individual to the private advantage of oneself, one's parents, children, or spouse, staff members, friends, or business or other associates.

8.3 In the same manner and as outlined in the Provincial Offences Act, members shall not attempt to influence or interfere, either directly or indirectly, financially, politically or otherwise with employees, officers or other persons performing duties under the Provincial Offences Act.

## **9. Use of Municipal Property and Resources**

9.1 Members have access to municipal resources such as property, equipment, services, staff and supplies, in order to fulfill their roles as elected representatives.

9.2 No member shall use, or permit the use of County property, equipment, services, staff or other resources (such as the County website) for any activity other than purposes connected with the discharge of County Council duties or County Council business.

9.3 No member shall obtain financial gain from the use or sale of county-developed intellectual property, computer programs, technological innovations, or other kinds of property, while they are an elected official or thereafter.

## 10. Conduct Respecting Lobbying

Members, as elected representatives, are often approached by various individuals attempting to influence Council decisions. While lobbying is an acceptable practice, Council members must be aware that it is their responsibility to make decisions based on impartial and objective assessment of each situation, free from the influence of vendor for approval or decision-making.

## 11. Gifts, Benefits and Hospitality

- 11.1 Members are expected to represent the public and the interests of the County, and to do so with impartiality and objectivity. The acceptance of a gift, benefit or hospitality can imply favouritism, bias, or influence on the part of the member. At times, the acceptance of a gift, benefit or hospitality occurs as part of the social protocol or community events linked to the duties of an elected official and their representative role of the County.
- 11.2 Members shall not accept gifts that would, to a reasonable member of the public, appear to be in gratitude for influence, to induce influence or otherwise to go beyond the necessary and appropriate public functions involved. For these purposes, a gift, benefit or hospitality provided with the member's knowledge to a member's spouse, child or parent that is connected directly or indirectly to the performance of the member's duties is deemed to be a gift to that member.
- 11.3 Members are not precluded from accepting:
- a) Personal gifts, benefits, rewards, commissions or advantages from any person or organization which are wholly unconnected with the performance of the member as an elected representative;
  - b) Political contributions that are otherwise offered, accepted and reported in accordance with applicable law;
  - c) Services provided without compensation by persons volunteering their time;
  - d) Invitations from charity or not-for-profit organizations to attend their events;
  - e) Communication to the offices of a member, including subscriptions to newspapers and periodicals;
  - f) Gifts of a nominal value (e.g. baseball cap, t-shirt, book, etc.);
  - g) Food and beverages at banquets, receptions, ceremonies or similar events;
  - h) A memento received by a member of Council at a function honouring the member;
  - i) A memento received as a result of being a speaker, participant or representative of the County at an event;
  - j) Gifts or benefits received as a result of social protocol, customs or social obligations that normally accompany the performance of official duties;
  - k) Food, lodging, transportation and entertainment provided by other levels of government or other local governments, boards or commissions; and
  - l) Sponsorships and donations for community events organized or run by a member or a third party on behalf of a member.
- 11.4 Those gifts received by members which have significance or historical value for the County of Bruce shall be left with the County of Bruce Archives when the member ceases to hold office.

- 11.5 It is recognized that the extension and acceptance of forms of hospitality (including invitations to events, outings, engagements, performances, etc.) is within the activity suite of members. Any hospitality should fall within the following parameters:
- a) Members do not allow themselves to reach a position whereby they might be, or deemed by others to have been, influenced in making a decision as a consequence of the offering or acceptance of such hospitality;
  - b) It serves a legitimate business purpose related to the responsibilities of the member;
  - c) The person extending the invitation or a representative of the organization, is in attendance; and
  - d) The value and frequency is reasonable.
- 11.6 Members shall return any gifts or benefits or not accept hospitality, which does not comply with these guidelines, along with an explanation of why the gifts, benefits, or hospitality cannot be accepted.

## **12. Election-Related Activity**

Members are required to conduct themselves in accordance with the Municipal Elections Act. The use of municipal resources, both actual municipal property and staff time, for election-related activity is strictly prohibited. The prohibition applies to both the promotion and opposition to the candidacy of a person for elected office. Election-related activity applies not only to a member's personal campaign for office, but also other campaigns for municipal, provincial and federal office.

## **13. Compliance with the Code of Conduct**

- 13.1 Members are expected to adhere to the provisions of the Code of Conduct.
- 13.2 Where Council has received a report by its Integrity Commissioner that in his or her opinion there has been a violation of the Code of Conduct, the Municipal Act, 2001 provides Council with the authority to impose the following sanctions:
- a) A reprimand; and
  - b) Suspension of the remuneration paid to the member in respect of his or her services as a member of Council or a local board, as the case may be, for a period of up to 90 days.

## **14. Enforcement of the Code of Conduct - Integrity Commissioner**

- 14.1 The Council shall appoint an Integrity Commissioner to investigate alleged breaches of this Code.
- 14.2 Any person, including members of the public, county employees and members of Council, who has reasonable grounds to believe that a member has breached a provision of the Code may proceed with a complaint.

- 14.3 Complaints must be submitted within 6 weeks of the matter becoming known to the individual and no more than 6 months after the alleged violation occurring. No action will be taken on a complaint received beyond these deadlines.
- 14.4 A complainant may wish to pursue the informal complaint process as established by this Code, but is not required to prior to proceeding with the formal complaint process set out in this Code.
- 14.5 No member shall obstruct the Integrity Commissioner in the carrying out of his or her responsibilities.
- 14.6 Any reprisal or threat of reprisal against a complainant or anyone for providing relevant information to the Integrity Commissioner is prohibited.

## **15. Other Duties of the Integrity Commissioner**

- 15.1 In addition to conducting investigations regarding alleged breaches of the Code of Conduct and other related policies adopted by County Council, the Integrity Commissioner shall have the following responsibilities:
  - a) Provide information to Council as to their obligations under the Code.
  - b) Provide advice to individual members regarding specific situations as they relate to the application of the Code.
  - c) Provide advice to Council on other policies and procedures that relate to the ethical behavior of members.
  - d) Provide general advice on conflict of interest issues, noting that this advice may not be used in defense of an allegation related to a conflict of interest.
  - e) Provide information to the public regarding the Code and the obligations of members under the Code.
  - f) Provide an annual report to Council on activities of the Integrity Commissioner.
- 15.2 Where an individual member is seeking to obtain advice from the Integrity Commissioner, the member shall submit to the Clerk a completed Request for Advice Form (see Appendix A) which shall be forwarded to the Integrity Commissioner for response.

- 15.3 The Integrity Commissioner shall provide his or her advice in writing to the member. Any written advice given by the Integrity Commissioner to a member, as it relates to the Code, binds the Integrity Commissioner in any subsequent consideration of the member's conduct in the same matter provided the relevant facts known to the member were disclosed to the Integrity Commissioner.
- 15.4 Any written requests for advice and responses to such requests are covered under the Municipal Freedom of Information and Privacy Act.
- 15.5 The Integrity Commissioner's annual report to Council shall include information on the nature and volume of activity for the past year and provide anonymized examples with respect to the advice provided and the nature of complaints received and responded to.
- 15.6 The annual report of the Integrity Commissioner shall be provided to Council for information. The report is a public document.
- 15.7 The Integrity Commissioner shall file his or her annual report no later than six months after his or her initial appointment and annually thereafter.

## **16. Procedure - Informal Complaint**

Any individual who has identified or witnessed behavior or activity by a member that appears to be in contravention of the Code may address their concerns as follows:

- a) Advise the member that their behavior or activity contravenes the Code of Conduct.
- b) Encourage the member to stop the prohibited behavior or activity.
- c) If applicable, confirm to the member satisfaction or dissatisfaction with his or her response to the concern identified.
- d) Keep a written record of the incident(s), including dates, times, locations, other persons present and any other relevant information, including steps taken to resolve the matter.
- e) If not satisfied with the response received from the member through the informal process, an individual may proceed with a formal complaint through the Integrity Commissioner as outlined in Part 16. Procedure - Formal Complaint.

## **17. Procedure - Formal Complaint**

Any individual who has identified or witnessed behavior or activity by a member that appears to be in contravention of the Code may address their concerns through the formal complaint process as follows:

- a) All formal complaints must be made using the County's Complaints Form/Affidavit (see Appendix B) and shall be dated and signed by the complainant.
- b) The complaint must include an explanation as to why the issue raised may be a contravention of the Code and any evidence in support of the allegation must be included with the Complaints Form/Affidavit.
- c) Any witnesses in support of the allegation must be identified on the Complaint Form/Affidavit.

- d) The Complaint Form/Affidavit must include the name of the member alleged to have breached the Code, the section of the Code allegedly contravened, the date, time and location of the alleged contravention and any other information as required on the Complaint Form/Affidavit.
- e) The complaint shall be filed with the Clerk who shall confirm that the information is complete as to steps a, b and d of this section. The Clerk will forward the Complaint Form/Affidavit to the Integrity Commissioner who will determine whether the matter is, on its face, a complaint with respect to non-compliance with the Code and not covered by other legislation or policies.
- f) The Integrity Commissioner may request additional information from the complainant.

## **18. Refusal to Conduct Investigation**

- 18.1 If the Integrity Commissioner is of the opinion that the referral of a matter to him or her is frivolous, vexatious or not made in good faith or that there are no grounds or insufficient grounds for an investigation, the Integrity Commissioner shall not conduct an investigation, or, where that becomes apparent in the course of an investigation, terminate the investigation.
- 18.2 Other than in exceptional circumstances, the Integrity Commissioner will not report to Council on any complaint described above, except as part of an annual or other periodic report.

## **19. Response to Complaint Outside of the Jurisdiction of the Integrity Commissioner**

- 19.1 If the complaint received by the Integrity Commissioner is deemed not to be a complaint with respect to non-compliance with the Code, the Integrity Commissioner shall advise the complainant in writing, as follows:
  - a) Criminal Matter - if the complaint is an allegation of a criminal nature consistent with the Criminal Code of Canada, the complainant shall be advised that pursuit of such an allegation must be made through the appropriate police service.
  - b) Municipal Conflict of Interest - if the complaint is an allegation with respect to matters under the Municipal Conflict of Interest Act, the complainant shall be advised to review the matter with their own legal counsel.
  - c) Municipal Freedom of Information and Protection of Privacy - if the complaint is more appropriately addressed under the Municipal Freedom of Information and Protection of Privacy Act, the complainant shall be referred to the Clerk to have the matter reviewed under that Act.
- 19.2 If the matter is covered by other County policies or legislation, the complainant will be advised and directed to proceed in a manner that is considered appropriate by the Integrity Commissioner.

## 20. General Provisions

Appendix A, being the Request for Advice Form, Appendix B, being the Council Code of Conduct - Formal Complaint Form/Affidavit and its Schedule A, Additional Information Form and which are attached.



Appendix A

Council Code of Conduct - Request for Advice Form

County of Bruce

Name of Member: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Advice Requested: (Please provide as much detail as possible. Attach additional pages if required.)

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Signature of Requestor

\_\_\_\_\_

Date Received by Integrity Commissioner

\_\_\_\_\_

Date

\_\_\_\_\_

Date Reply Issued

Appendix B

Council Code of Conduct - Formal Complaint Form/Affidavit

County of Bruce

Affidavit of \_\_\_\_\_ (full name)

I, \_\_\_\_\_ (full name), of the \_\_\_\_\_ (City, Town, etc.)

\_\_\_\_\_ (County of residence) in the Province of Ontario

Make Oath and Say (or affirm):

1. I have personal knowledge of the facts as set out in this affidavit, because

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(insert reasons e.g. I work for... I attend a meeting at which.....etc.)

2. I have reasonable and probable grounds to believe that a member of the County of Bruce Council \_\_\_\_\_ (specify name of member)

Has contravened section (s) \_\_\_\_\_ (specify section(s)) of the Council Code of Conduct of the County of Bruce.

The particulars of which are as follows: (set out the statements of fact in consecutively numbered paragraphs in the space below, with each paragraph being confined as far as possible to a particular statement of fact. If you require more space please use the attached Schedule A form (Additional Information form). If you wish to include exhibits to support this complaint, please refer to the exhibits as Exhibit A, B, etc. and attach them to this Affidavit)

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This Affidavit is made for the purpose of requesting that this matter be reviewed by the County of Bruce appointed Integrity Commissioner and for no other purpose.

Sworn (or affirmed) before me at) \_\_\_\_\_ )  
\_\_\_\_\_(City, Town, etc.) of )  
In the Province of Ontario on )  
\_\_\_\_\_(date) ) \_\_\_\_\_ )  
\_\_\_\_\_) (Signature)  
(Signature of Commissioner)  
A Commissioner for taking affidavits etc.

Please note that signing a false affidavit may expose you to prosecution under Sections 131, 132 or 134 of the Criminal Code, R.S.C. 1985 c. C-46 and also to civil liability for defamation.

Schedule A

(Additional Information to Appendix B - Formal Complaint Form/Affidavit)

County of Bruce

Council Code of Conduct

To the affidavit required under Part 16 Procedure - Formal Complaint of the Council Code of Conduct.

(if more than one page is required, please copy this blank page and mark each additional page as 2 of 2, 2 of 3, etc. at the top right corner)

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This Schedule A referred to in the affidavit of \_\_\_\_\_ (full name)  
Sworn (or affirmed) before me on this \_\_\_\_ day  
Of \_\_\_\_\_, \_\_\_\_\_  
\_\_\_\_\_  
A Commissioner for taking affidavits, etc.



Corporation of the County of Bruce  
Executive Committee

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## Committee Report

**To:** Warden Mitch Twolan  
Members of the Executive Committee

**From:** Kelley Coulter, CPA, CGA, MPA  
Chief Administrative Officer

**Date:** May 4, 2017

**Re:** Integrity Commissioner

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### Recommendation:

That a by-law be introduced establishing the Office of an Integrity Commissioner to perform functions with respect to the application of the Code of Conduct for Members of Council, and other rules or policies governing their ethical behavior.

### Background:

Bruce County Council passed By-law Number 4393 adopting a Code of Conduct effective January 1, 2008. While the Code of Conduct has been in place in Bruce County since 2008, there has not, to date, been a mechanism for its enforcement. In the absence of a local enforcement process, the Ontario Ombudsman is currently the first point of contact for an individual who has a concern about matters related to the Code of Conduct for Bruce County.

On November 16, 2016 the Government tabled Bill 68, Modernizing Ontario's Municipal Legislation Act, an Act which will amend various Acts (Municipal Act, 2001; City of Toronto Act, 2006; Municipal Conflict of Interest Act and several other Acts). The Bill received second reading on March 23, 2017 and was referred to the Standing Committee on Social Policy.

The most significant proposal is to the authority and related provisions of a new and greatly expanded municipal Integrity Commissioner regime. This part of the Bill provides the most significant challenges.



The key proposals of the Integrity Commissioner are:

- All municipalities now need to provide their citizens access to an Integrity Commissioner either by appointing their own, keeping one on retainer, or working with another municipality through a shared service agreement
- The role of the Integrity Commissioner will also be changed and expanded in a number of ways, including by;
  - Expanding their authority to also include the Municipal Conflict of Interest Act;
  - Giving Integrity Commissioners the power to provide advice to councils and local boards about their codes of conduct and Municipal Conflict of Interest Act obligations;
  - Giving Integrity Commissioners the power to refer investigations to the courts;
  - Giving Integrity Commissioners the power to initiate investigations into potential Municipal Conflict of Interest Act violations or code of conduct breaches;
  - Giving Integrity Commissioners broader responsibility for public education

There are numerous benefits associated with such an appointment, including:

- Relieving the Warden and Council of the responsibility to investigate complaints;
- Promoting accountability and transparency; and,
- Enhancing public trust in our municipal government.

The attached Draft By-law establishes the Office of the Integrity Commissioner and a process for hearing complaints regarding elected officials of the County of Bruce.

Several of the lower tier municipalities in Bruce County have expressed an interest in exploring the option of hiring a Joint Integrity Commissioner. If Council approves establishing the Office of an Integrity Commissioner staff would undertake a Request for Proposal (RFP) process to seek out the services of an Integrity Commissioner. In order to allow other local municipalities to appoint the same Integrity Commissioner, if their respective Councils wish to do so, the RFP would include a provision that the chosen individual or firm could be cross-appointed by County Council together with one or more other municipal councils as the Integrity Commissioner for all of the municipalities.

#### **Financial/Staffing/Legal/IT Considerations:**

To appoint an Integrity Commissioner staff recommend using an RFP that identifies that the service may be contracted on either a "fee for service" or a "retainer plus fee for service" basis. The costs to the County would be dependent on the number of potential investigations, which could range from year to year.

There is no staffing, legal or IT considerations associated with this report.



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**Interdepartmental Consultation:**

There was no interdepartmental consultation.

**Link to Strategic Goals and Elements:**

None identified.

Written by Donna Van Wyck, Clerk

**Approved by:**

Kelley Coulter  
Chief Administrative Officer



## By-law Number

### **A by-law to establish the Office of Integrity Commissioner and a process for hearing complaints regarding elected officials of the County of Bruce**

Section 223.3 of the Municipal Act, 2001, S.O. 2001, c.25, authorizes the Corporation of the County of Bruce to appoint an Integrity Commissioner who performs functions with respect to the application of the Code of Conduct for Members of Council and other procedures, rules or policies governing their ethical behavior;

Section 223.4 to 223.8 of the Municipal Act, 2001, S.O. 2001, c.25 provide that an Integrity Commissioner appointed under section 223.3 has certain powers, duties and protections, including the powers of a commissioner under Sections 33 and 34 of the Public Inquiries Act, 2009, S.O. 2009, c. 33, Sched. 6, the duty to preserve secrecy with respect to all matters that come to their knowledge in the course of performing their functions, and the protection of not being a competent or compellable witness in a civil proceeding in connection with anything done under Part V.1 of the Municipal Act, 2001;

Sections 8, 9 and 11 of the Municipal Act, 2001, S.O. 2001, c.25, authorize the County of Bruce to pass by-laws necessary or desirable for municipal purposes, and in particular subsection 11(2) 2. authorizes by-laws respecting accountability and transparency of the municipality and its operations.

Sections 23.1 and 23.2 of the Municipal Act, 2001, S.O. 2001, c. 25, authorize the County of Bruce to delegate its powers and duties, including legislative and quasi-judicial powers under the Municipal Act, 2001, S.O. 2001, c.25 to an individual who is an officer, employee or agent of the County of Bruce;

The County of Bruce desires to provide for an Integrity Commissioner to help ensure that members of Council conform to ethical standards of behavior in carrying out their duties and are held to account for the adherence to the Code of Conduct and any other applicable procedures, rules or policies;

**The Council for the Corporation of the County of Bruce enacts By-law as follows:**

**1. Short Title**

This By-law may be referred to as the "Integrity Commissioner By-law".

**2. Definitions**

2.1 "Censure" means an official expression of disapproval or condemnation;

2.2 "Clerk" shall mean the Clerk of the County of Bruce;

2.3 "Code of Conduct" means Council Code of Conduct as it applies to members of Bruce County Council as approved by Council and as it existed on the date of the event or events giving rise to a complaint;

2.4 "County" means the Corporation of the County of Bruce or the geographic area of the County of Bruce, as the context requires;



- 2.5 "Complaint" means a request by a legal person that the Integrity Commissioner conduct an inquiry into an event or series of events alleged to contravene the Code of Conduct or any other procedures, rules or policies governing the ethical behavior of members of Council. Except as provided, must include a sworn/affirmed affidavit;
- 2.6 "Complainant" means a person who makes a complaint;
- 2.7 "Council" shall mean the elected officials who constitute the County of Bruce's municipal council;
- 2.8 "Employee" shall mean a person employed by the County, including those employed on personal service contracts and volunteers, but does not include members of Council;
- 2.9 "Good Faith" shall mean accordance with standards of honesty, trust and sincerity;
- 2.10 "Integrity Commissioner" shall mean the person appointed by Council to provide independent and consistent complaint investigation and resolution services respecting the application of the Code of Conduct;
- 2.11 "Member" means any member of Council, and includes the Warden;
- 2.12 "Municipal Act" means the Municipal Act, 2001, S.O. 2001, c.25, as amended;
- 2.13 "MFIPPA" means the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990, c. M56, as amended; and,
- 2.14 "Public Inquiries Act" means the Public Inquiries Act, 2009, S.O. 2009, c. 33, Sched. 6

### **3. Appointment of Integrity Commissioner**

- 3.1 Council shall appoint an Integrity Commissioner to investigate alleged breaches of the Code of Conduct or any other procedures, rules or policies governing the ethical behavior of members of Council. Appointments shall be for a period of 5 years. The candidate search, screening and hiring process shall be overseen by a panel consisting of the Warden, the Chief Administrative Officer and the Clerk. The recommended candidate for Integrity Commissioner will be referred to Council for its approval.
- 3.2 Without limiting Council's authority to appoint an individual as Integrity Commissioner, the Integrity Commissioner may be:
- a) Retained by Council on a term contract consisting of "fee for service" or a "retainer plus fee for service" basis;
  - b) Cross-appointed by Council together with one or more other municipal councils as the Integrity Commissioner for all of the municipalities.
- 3.3 The Integrity Commissioner shall complete any inquiry begun during his or her term notwithstanding the expiry of the term and this By-law shall continue to apply with all the necessary modifications.
- 3.4 If the Integrity Commissioner is unable to complete an inquiry in accordance with subsection 3.3, the Integrity Commissioner next appointed shall complete the inquiry.

- 3.5 The Integrity Commissioner may be removed before the expiry of his or her term of office, only for cause. In order to determine if cause exists, Council shall first receive legal advice from external legal counsel regarding same.

#### **4. Role of Integrity Commissioner**

The role of the Integrity Commissioner is to help ensure that members perform their functions in accordance with the Code of Conduct and other procedures, rules or policies governing their ethical behavior. In addition, the Integrity Commissioner may, upon request of Council or a member, provide advice and rulings on ethical challenges, issues and dilemmas, as detailed by section 5.1 c) or 5.1 d).

#### **5. Duties of Integrity Commissioner**

##### **5.1 The Integrity Commissioner shall:**

- a) At least once per term of Council, deliver an oral presentation to members regarding the role of the Integrity Commissioner and ethical obligations and responsibilities of members under the Code of Conduct and any other procedures, rules or policies governing their ethical behavior.
- b) Once per term of Council, prepare written materials for distribution to and use by members regarding the role of the Integrity Commissioner and ethical obligations and responsibilities of members under the Code of Conduct and any other procedures, rules or policies governing their ethical behavior.
- c) Upon request, provide advice, in writing, to individual members regarding their ethical obligations and responsibilities under their Code of Conduct and any other procedures, rules or policies governing their ethical behavior. This advice can include opinions on the appropriate course of action where members seek guidance based on specific factual circumstances.
- d) Upon request, provide advice and recommendations to Council regarding amendments to the Code of Conduct and any other procedures, rules or policies governing their ethical behavior.
- e) Prepare and deliver an annual report to Council containing a summary of activities, if any, during the previous calendar year.

#### **6. Making a Complaint**

6.1 Any legal person may act as a Complainant.

6.2 Complaints can be made by filing a sworn/affirmed affidavit, as provided in Appendix B to the Code of Conduct, directly with the Integrity Commissioner, Chief Administrative Officer or County Clerk.

6.3 Where a complaint is filed with the Chief Administrative Officer or County Clerk, that individual is to forward the complaint to the attention of the Integrity Commissioner, without comment, on a forthwith basis.

6.4 Where a complaint is filed by an Employee, Member of Council, or by Council, the affidavit contained in Appendix B to the Code of Conduct is not required, however the provision of equivalent information and particulars is required.

6.5 A complaint shall not be made available to the public except as may be required under the MFIPPA or as completed by Order of Court.

## **7. Limitation Period**

- 7.1 Except as provided for in this section, the Integrity Commissioner shall not proceed with an inquiry in regard to a complaint which is filed more than 180 days after the date when the event or the last event of a series of events in which are the subject matter of the complaint occurred.
- 7.2 Notwithstanding Section 7.1 the Integrity Commissioner may proceed with an inquiry in regard to a complaint which is filed after the expiry of the time limit under Section 7.1 if the Integrity Commissioner is satisfied that:
- a) The delay was incurred in good faith;
  - b) It is in the public interest to proceed with an inquiry; and,
  - c) No substantial prejudice will result to any person because of the delay.
- 7.3 A complainant is deemed to have known the matters referred to in Section 7.1 on the date the event, or series of events, occurred, unless the contrary is proven, the onus of proof lies upon the complainant.
- 7.4 Where, pursuant to this section, the Integrity Commissioner decides not to proceed with an inquiry her or she shall prepare and file a report under Section 9.1 which applies with necessary modifications setting out that decision.

## **8. Conduct of Inquiry**

- 8.1 When a complaint is received by the Integrity Commissioner, he or she shall conduct an inquiry promptly, thoroughly and in a manner that ensures the member(s) who is the subject of the complaint is given an opportunity to know the nature of the complaint against him or her and to make representation respecting the complaint to the Integrity Commissioner.
- 8.2 Information concerning the nature of a complaint disclosed to a member shall be used by the member only for the purpose of making representations respecting the complaint to the Integrity Commissioner and not for any other purpose.
- 8.3 In conducting an inquiry into a complaint regarding a member, the Integrity Commissioner may exercise any power given to him or her under this By-law or under Part V.1 of the Municipal Act, 2001 including the power to conduct or not conduct an inquiry under the Public Inquiries Act, 2009, S.O. 2009, c. 33, Sched. 6.
- 8.4 If the Integrity Commissioner is satisfied that a complaint regarding a member does not contain sufficient information to set out a prima facie contravention of the Code of Conduct or other procedures, rules or policies governing a member's ethical behavior, he or she shall stay the inquiry into the complaint.

- 8.5 Before staying an inquiry under Subsection 8.4 the Integrity Commissioner shall give the complainant an opportunity to provide additional information respecting the complaint and in doing so shall explain to the complainant what additional information would be required to set out a prima facie contravention of the Code of Conduct or other procedures, rules or policies governing a member's ethical behavior.
- 8.6 Where the complainant provides additional information under Section 8.5 the Integrity Commissioner shall consider all of the information provided and shall reassess whether there is sufficient information to set-out a prima facie contravention of the Code of Conduct or other procedures, rules or policies governing a member's ethical behavior.
- 8.7 Where the Integrity Commissioner has stayed an inquiry into a complaint and, after the stay, additional information is provided which, on its own or together with the information provided before the stay, sets out a prima facie contravention of the Code of Conduct or other procedures, rules or policies governing a member's ethical behavior, the Integrity Commissioner shall lift the stay and conduct the inquiry.
- 8.8 If the Integrity Commissioner is satisfied, after considering the information contained in a complaint and any other relevant information, that a complaint regarding a member is frivolous, vexatious or not made in good faith, he or she shall not conduct an inquiry, or where that becomes apparent in the course of an inquiry, shall terminate the inquiry.
- 8.9 Where, pursuant to Section 8.4 the Integrity Commissioner decides not to proceed with an inquiry he or she shall prepare and file a report under Section 9.1 which applies with necessary modifications, setting out that decision.

## **9. Member Responsibilities During Investigations**

- 9.1 Where the Integrity Commissioner has received a complaint regarding a member, he or she shall, on the earliest date after he or she has made a decision and no later than 60 days after receiving the complaint, prepare and file with the County Clerk a report to Council regarding their inquiry into the complaint.
- 9.2 The Integrity Commissioner may make interim report(s) to Council where necessary and as required to address any issues of interference, obstruction, delay or retaliation encountered during the investigation.
- 9.3 Where, in the opinion of the Integrity Commissioner, it is not possible to prepare and file a report to Council within the time set out in Section 9.1 shall advise Council of this together with:
- a) The reasons for their inability to prepare and file the report; and,
  - b) The date on or before which the report will be prepared and filed.
- 9.4 The Integrity Commissioner shall provide a copy of their report filed under Section 9.1 to the complainant, to the member who is the subject of the complaint and to all other members at the same time as filing the report with the County Clerk.

- 9.5 The report filed under Section 9.1 shall include:
- a) The nature of the complaint;
  - b) If the complaint was filed after the expiry of the time limit under Section 7.1, the Integrity Commissioner's findings regarding Sections 7.3 and 7.4, which findings shall be in accordance with the civil standard of the balance of probabilities;
  - c) The evidence gathered from the complaint and from the inquiry;
  - d) The Commissioner's findings of fact regarding the complaint which findings shall be made in accordance with the civil standard of the balance of probabilities;
  - e) The Commissioner's decision, based on the findings of fact, that the member contravened or did not contravene the Code of Conduct or other procedures, rules or policies governing a member's ethical behavior;
  - f) Where the Commissioner decides that the member has contravened the Code of Conduct or other procedures, rules or policies governing the member's ethical behavior, the penalty under Section 10.1, if any, to be imposed, including a copy of a letter of reprimand, if imposed, or a copy of the notice of suspension of remuneration, if imposed.
- 9.6 Where the Integrity Commissioner's delegate under Section 13.1 decides that a member has contravened the Code of Conduct or other procedures, rules or policies governing the member's ethical behavior, but that the member was acting in accordance with the Commissioner's advice given under Section 5.1 c) and had, before receiving this advice, disclosed to the Commissioner all the relevant facts that were known to the member, the delegate shall so state in the report under Section 9.1 and no penalty shall be imposed.
- 9.7 Where the Integrity Commissioner recommends a penalty suspending the remuneration paid to a member, and Council approves the recommendation, the County Clerk shall notify the Treasurer of the suspension and the time period of the suspension.
- 9.8 The Treasurer shall ensure the remuneration of the member is suspended in accordance with the notice of the County Clerk under Section 9.5 f).
- 9.9 Where the Integrity Commissioner has filed a report in respect of an inquiry with the County Clerk under Section 9.1 the County Clerk shall place the report on the next available Council Agenda as an information item.
- 10. Penalties**
- 10.1 The penalties for a member who contravenes the Code of Conduct or other procedures, rules or policies governing the member's ethical behavior shall be those authorized under Subsection 223.4(5) of the Municipal Act, 2001, including:
- a) A reprimand;
  - b) Suspension of remuneration paid to the member in the respect of his or her services as a member of Council or of the local board, as the case may be, for a period of up to 90 days.

## **11. Complaint and Legal Confidentiality**

- 11.1 The Integrity Commissioner and any person acting under his or her authority shall preserve the confidentiality of all documents, material or other information, whether belonging to the County or not, that come into his or her possession or knowledge during the course of duties or the investigation as required by Section 223.5 of the Municipal Act, 2001.
- 11.2 Pursuant to Section 223.5(3) of the Municipal Act, 2001, the confidentiality of this complaints process prevails over the MFIPPA.
- 11.3 The Integrity Commissioner is entitled to have access to such information belonging to or used by the County of Bruce, including legal advice that has been given to Council or County Employees, as the Integrity Commissioner deems necessary to conduct an inquiry.
- 11.4 A disclosure to the Integrity Commissioner of legal advice:
- a) Shall be deemed not to constitute a waiver of solicitor-client privilege;
  - b) Shall be used only for the purposes of conducting an inquiry and not for any other purpose; and,
  - c) The contents or substance of such legal advice shall not be disclosed in any public report prepared by the Integrity Commissioner or any person acting under the instructions of the Commissioner, including his or her delegate under Section 13.1.
- 11.5 The Integrity Commissioner and every person acting under the instructions of the Commissioner, including his or her delegate under Section 13.1:
- a) Shall preserve the secrecy of all confidential documents, material or information, whether belonging to the County or not, that come into their possession or to their knowledge in the course of their duties; and,
  - b) Without limiting the obligation to preserve secrecy under Section 11.4
    - a) shall ensure that by his or her actions and, in particular, any reports prepared comply at all times with the MFIPPA and the Bruce County Procedure By-law, regarding personal and or privileged information.

## **12. Complaint and Reporting Exclusion Period**

- 12.1 Despite any other provision of this By-law, no complaint may be referred to the Integrity Commissioner 150 calendar days immediately prior to the date of a regular election held pursuant to the Municipal Elections Act, 1996, S.O. 1996, Chapter 32.
- 12.2 If the Integrity Commissioner receives a complaint as described within Section 12.1, the Integrity Commissioner shall not commence to investigate said complaint until the day after the next municipal election.
- 12.3 The Integrity Commissioner shall not make any reports to Council regarding an inquiry in the 150 calendar days prior to a regular municipal election.

**13. Integrity Commissioner Conflict**

- 13.1 The Integrity Commissioner shall, in writing, delegate his or her duties to conduct an inquiry, including the exercise of powers under the Public Inquiries Act, 2009, S.O. 2009, c. 33, Sched. 6, the duty to report on an inquiry, where the Integrity Commissioner has an actual or apparent conflict of interest.
- 13.2 In making a delegation under Section 13.1 the Integrity Commissioner shall first satisfy himself or herself that the person to whom the duties are to be delegated is fully capable of carrying out these duties.

**14. General Provisions**

- 14.1 If the Integrity Commissioner, when conducting an inquiry, determines that there are reasonable grounds to believe that there has been a contravention of any other Act or of the Criminal Code of Canada, R.S.C., 1985, c. C-46, the Commissioner shall immediately refer the matter to the appropriate authorities and suspend the inquiry until any resulting police investigation and charge have been finally disposed of, and shall report the suspension of the inquiry to Council.
- 14.2 If the Integrity Commissioner, when conducting an inquiry, determines that the complaint is more appropriately addressed under the MFIPPA, the complainant shall be referred to the County Clerk to have the matter reviewed under that Act.

Passed this day of 20

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**Mitch Twolan**  
Warden

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**Donna Van Wyck**  
Clerk



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## Committee Report

**To:** Warden Mitch Twolan  
Members of the Executive Committee

**From:** Kelley Coulter, CPA, CGA, MPA  
Chief Administrative Officer

**Date:** May 4, 2017

**Re:** Fees and Charges By-law Amendment

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### Recommendation:

That a by-law be introduced to establish fees and charges for the Corporation of the County of Bruce; and,

That by-law number 2017-020 be repealed.

### Background:

At the April 6, 2017 meeting of Corporate Services the following daily/evening rates for renting room space to lower tier municipalities were approved:

Occupancy	During open Hours	After Hours
1 room occupancy	\$150.00	\$200.00
2 room occupancy	\$225.00	\$275.00
3 room occupancy	\$300.00	\$350.00

The rental rates include an Administration fee for media equipment, coffee and water stations and staffing of the atrium.

With the addition of these rental rates the Fees and Charges By-law needs to be updated to include the new fees.

### Financial/Staffing/Legal/It Considerations:

Additional revenue will vary depending on the number of room rentals.

There is no staffing, legal or IT considerations associated with this report.

### Interdepartmental Consultation:

There was no interdepartmental consultation.





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Link to Strategic Goals and Elements:  
None identified.

Written by Donna Van Wyck, Clerk

Approved by:

A handwritten signature in black ink, appearing to read 'Kelley Coulter', is written over a light blue horizontal line.

Kelley Coulter  
Chief Administrative Officer



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## Committee Report

**To:** Warden Mitch Twolan  
Members of the Executive Committee

**From:** Ann-Marie Collins  
Bruce 150, Project Lead

**Date:** May 4, 2017

**Re:** Bruce County 150<sup>th</sup> Celebration Update

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### Recommendation:

That the Executive Committee approve Option: \_\_\_\_\_ as outlined in the report as the location for the Art Installation.

### Background:

The Bruce 150 Celebration Committee wish to provide updates on the work completed to date in establishing and implementing the program. Our main goal is to celebrate our "explorer heritage".

The Committee is continuing to use the 150<sup>th</sup> Celebration Logo. We have now launched our Bruce 150 Logo Merchandise. T-shirts are available at a cost of \$10.00. Toques and ball caps are available at a cost of \$15.00. Water bottles are available at a cost of \$5.

### Port Elgin Funspiel - Explorers Rock in Plaid

We had a great time at the Curling Funspiel on February 11. Six teams played for prizes of meat plus a bonus putt-off for a Ken Thornburn signed print. A wide range of ages and abilities played during a wonderful celebration of one of Bruce County's abundant winter activities. Steve McLean's rink took home the win.

### Community Outreach

Our outreach trailer with The Explorers of Bruce County exhibit will be travelling to events and activities across the County. We enjoyed the Wiarton Willie Prediction Day festivities.



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Confirmed Locations include: Saugeen Bluffs Maple Syrup Festival, Terminus of Bruce Trail 50<sup>th</sup> Anniversary Event, Canada 150 - Come Celebrate in Cargill, Kincardine Scottish Festival, Southampton Marine Heritage Festival, Heritage Farm Show, Kincardine Fall Fair, Chesley Fall Fair, Lucknow Fall Fair and Ripley Fall Fair.

The trailer wrap is complete and finishing touches for the interior will be completed for our summer outreach.

From the first three outreach events attended, Committee members have sold some 150<sup>th</sup> merchandise, connected with over 500 people advertised our upcoming events and promoted the Explorers of Bruce project.

### Tartan Day



Congratulations to Harvey Neave from Halifax! Harvey won the [Bruce County 150 #TartanDay](#) contest for submitting a photo of his handmade, Nova Scotia Tartan salmon!

### Tree Planting Ceremony

Thank you to all of the Mayors for leading the tree planting ceremonies. The trees gifted to each municipality were planted at 11 a.m. on April 21 with a plaque made of Eramosa stone installed with each tree. We are grateful to the municipal staff for assisting with the ceremonies and tree planting.



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[brucecounty.on.ca](http://brucecounty.on.ca)  
[bruce150.ca](http://bruce150.ca)



Mayor David Inglis, planting the tree at the Bruce Power Regional Soccer Park

### **Bruce Remembers - Military Reunion Dinner**

The Bruce Remembers Military Reunion Dinner will be held on June 3 at 12 Noon at the Chesley Community Centre. This event will bring the past alive with a celebratory dinner and entertainment in honour of the 32nd Bruce Regiment (Militia), Bruce County 160th Battalion, 97th and 98th Anti-Tank Batteries and all the men and women who have served our country over the generations. It marks the anniversary of the Bruce Battalion's march to Chesley from Walkerton to receive their colours from Premier William Hearst, a proud Bruce County native. We have contacted the Bruce County Branches of the Royal Canadian Legion to assist with this event. Military Historian Clarence Kieffer has agreed to set up a display of military memorabilia and Allan Bartley, Author of "Heroes in Waiting", will be our guest speaker.



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Tickets: \$50.00 including tax - Veterans FREE available at the Bruce County Administration Building, Walkerton, the Bruce County Museum & Cultural Centre or [ticketscene.ca](http://ticketscene.ca)

Sponsor: Bruce Power

### **Doors Open Bruce County (June 10-11)**

Ever wonder what some of our most fascinating buildings and homes look like from the inside? Doors Open allows you the opportunity to explore some of our most interesting and significant landmarks throughout the County. We are working with the lower tier municipalities to confirm and supervise 5 locations in each municipality. Each location will fit within a category: Heritage Homes, Churches, Marine Heritage (Lighthouses)/Heritage sites/Pioneer Cemeteries, Agriculture/Industry and Municipal/Public Buildings. We are continuing to meet to finalize locations. Our page on the Ontario Doors Open website is up and running at: [Doors Open Ontario](http://Doors Open Ontario)

### **Canadian Forces Snowbirds**

The Canadian Forces Snowbirds will perform in the name of the 150th Anniversary of Bruce County and Canada on June 21st, 2017 in the afternoon. During their 30 to 50 minute choreographed show, the Snowbirds will perform more than 50 different formations and manoeuvres, including thrilling solo passes, graceful nine-plane formations and exciting rolls and loops.

Bruce County has sponsored the accommodations for the pilots and their crew.

### **Tiverton District Lions Club Summer Kick-Off (June 23-24)**

We will be partnering with the Tiverton District Lions Club on their new Summer Kick-Off event. The Bruce 150 committee will be hosting a movie night, June 23 and a Family Fun Farm including farm based inflatables and a climbing wall. With available volunteers we will also host picnic games, such as a tug of war, sack races, three legged races, etc.

### **Art Installation**

Artist, Don Dubois is thrilled to be involved in the art installation for the Bruce 150 Legacy Program. The Committee will work closely with Don to identify a timeline and unveiling of his pottery. Tentative unveiling is the week of September 25-29.



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The Committee has a short list of public locations, owned by the County for the pottery to be installed:

1. Bruce County Administration Centre, Walkerton
2. Bruce County Museum & Cultural Centre, Southampton

The Committee respectfully asks the Executive Committee to choose one of the two options to be the official site for the Art Installation.

### **Spooky Bruce (October 27-29)**

Spooky Bruce is the biggest, best haunted event you've ever seen in Bruce County. The Committee has secured use of the cell block and yard at the Bruce County Jail in Walkerton to stage an amazing haunted house including historic stories. We met with our partner organizations again on January 23.

Partners: Authentic Voices Productions, Youth Group, Walkerton, Walkerton BIA

### **Time Capsule**

The Bruce 150 Committee is requesting an item to place in a time capsule to be opened in 50 years during our 200th Anniversary. Please have any items you would like included to the Committee by November 1, 2017.

### **Website/Facebook/Marketing**

The IT team have assisted the Committee to establish a website that will be used as a tool for communications and information sharing. We have a real desire to reach as many people who enjoy Bruce County as possible. We are planning a year of celebrations! The website is being updated regularly as details are confirmed and we have 499 likes on Facebook now. We have events set up for the Military Reunion Dinner, Canadian Forces Snowbirds, Tiverton Lions Club Summer Kick-off. If you haven't liked the page and checked out the events, please do so and share them with your friends.

### **Grant Requests**

Bruce Power have approved \$2,500 to support Bruce Remembers.



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#### Financial/Staffing/Legal/It Considerations:

Total budget is \$117,500. \$15,000 funded out of the 2016 budget and \$102,500 is included in the 2017 budget.

#### Interdepartmental Consultation:

The Cross Functional Team consists of members from the Corporate Services, Library, Long Term Care Homes, Museum & Archives and Planning & Development Departments. We are also working with the eight Bruce County municipalities.

#### Link to Strategic Goals and Elements:

Goal #3 - Find creative new ways to engage our public

Goal #4 - Find creative new ways to involve all staff in our future

Goal #7 - Stimulate and reward innovation and economic development

Written by: Ann-Marie Collins, Project Lead

Approved by:

Kelley Coulter  
Chief Administrative Officer