



Corporation of the Municipality of Temagami

Memo No.
2019-M-035

Memorandum to Council

☒ Staff
☐ Committee

Subject: Changes to the Municipal Act as of March 1, 2019

Agenda Date: February 14, 2019

Attachments for Information:

- Draft Council-Staff Relations Policy

RECOMMENDATION

WHEREAS as of March 1, 2019 section 270 “Adoption of Policies” of the *Municipal Act, 2001* will be amended for municipalities to have policies in place regarding relations between Members of Council and staff; NOW THEREFORE BE IT RESOLVED THAT Council receive Memo 2019-M-035; AND FURTHER THAT Council approved the Draft Council-Staff Relations Policy AND FURTHER THAT Council directs Staff to prepare the necessary by-law for Council’s consideration.

INFORMATION

As of March 1, 2019 several changes to the *Municipal Act, 2001* are coming into effect. In Section 270 “Adoption of Policies” of the *Municipal Act, 2001* one change will be for municipalities to have policies in place regarding the relations between members of Council and Staff.

Currently in our Code of Conduct By-Law 13-1138 it discusses the roles and responsibilities of Council in s. 4 and ss. 4.7 “Relations with Staff”. The intent within our Code of Conduct is to have a clear understanding of the roles and responsibilities for Staff and for Members of Council.

The general rule of thumb is that individual Members of Council should refrain from directing individual Staff members and direction for Staff should come from Council as a whole, passed by resolution. Currently, the Treasurer/Administrator will intercede if the workload from individual Members affects the Staff member’s daily duties.

Wishart Law Firm LLP have prepared the attached Draft policy for Council’s consideration. The draft policy provides more detail, definitions and a clearer understanding with respect to the roles and responsibilities of Staff and Members of Council. Council can proactively adopt the policy if Council deems it desirable.

Prepared by:

Approved for Council consideration by:

**Tammy Lepage,
Planning Clerk/Deputy Clerk**

**Craig Davidson
Treasurer/Administrator**

Name, Position

Name, Position