

CORPORATION OF THE TOWNSHIP OF NORTH STORMONT

BY-LAW NO. 16-2020

BEING a By-Law to ensure accountability and transparency for Council and Staff of the Township of North Stormont.

WHEREAS, Section 270 of the Municipal Act, 2001 as amended requires the adoption of various policies, namely a policy on the manner in which the municipality will ensure that it is accountable to the public for its actions, and the manner in which the municipality will ensure that its actions are transparent to the public.

THEREFORE, the Council of the Corporation of the Township of North Stormont enacts as follows:

- 1) That the Accountability and Transparency Policy attached to and forming part of this By-Law as Schedule "A" be adopted;
- 2) That the Township of North Stormont will make every effort to be accountable and transparent in some of the following ways:
 - 2.1 Hold meetings open to the public;
 - 2.2 Provide advance publication of agendas and reports;
 - 2.3 Declaration of pecuniary interest is considered at all meetings;
 - 2.4 Meetings are accessible to the public;
 - 2.5 Abide by the Procedural By-Law that governs the proceedings of Council and Committees of the Township of North Stormont;
 - 2.6 Abide by the Accountability and Transparency Policy hereto attached as Schedule "A".
- 3) That this By-Law comes into force on the final passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND PASSED IN OPEN COUNCIL THIS 1st DAY OF APRIL 2020.

Jim Wert, Mayor

Mary McCuaig, Acting CAO/Clerk

SEAL

SCHEDULE "A" TO BY-LAW NO. 16-2020
ACCOUNTABILITY AND TRANSPARENCY POLICY

This Policy applies to the Council and Staff of the Corporation of the Township of North Stormont.

1. DEFINITIONS

- 1.1 **"Accountability"** is how the Township will be responsible to its stakeholders for decisions made and policies implemented, as well as its actions and inactions.
- 1.2 **"Transparency"** is how the Township actively encourages and fosters stakeholder participation and openness in its decision-making processes. Additionally, transparency means that the Township's decision-making process is open and clear to the public.

2. POLICY STATEMENT

The Township of North Stormont will promote accountable and transparent governance guided by the following principles:

- 2.1 Decision-making will be open and transparent;
- 2.2 Municipal operations will be conducted in an ethical and accountable manner;
- 2.3 Financial resources and physical infrastructure will be managed in an efficient and effective manner;
- 2.4 Municipal information will be accessible so that it is consistent with legislative requirements;
- 2.5 Inquiries, concerns and complaints will be responded to in a timely manner.
- 2.6 Council meetings will be live streamed for further public accessibility.
- 2.7 The Township is accountable and transparent in its operations through the Council Procedural By-Law, Public Notice By-Law and the public distribution of Council meetings agenda and minutes.

3. GUIDING PRINCIPLES

The Township of North Stormont ensures accountability and transparency by way of the following principles:

- 3.1 **Open Government and Legislated Requirements:** The Township of North Stormont is accountable and transparent by fulfilling various legislated responsibilities according to the following Statutes:
 - Municipal Act, 2001
 - Municipal Conflict of Interest Act
 - Provincial Offences Act
 - Municipal Freedom of Information and Protection of Privacy Act
 - Public Sector Salary Disclosure Act
- 3.2 **Financial Responsibility:** The Township of North Stormont is accountable and transparent by identifying the source of the Township's funds and how those funds are used to deliver services. The following policies and procedures demonstrate the Township's financial responsibility:
 - External auditor's report
 - Annual Financial Statements
 - Summary of revenue and expenditures submitted quarterly to Council

- Report on remuneration and expenses of Council members
- Monthly accounts submitted to Council for inspection and ratification
- Reports of projects to be included in reserves at the end of the year