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Associated Documents:	Municipal Conflict of Interest Act, RSO. 1990, c. M.50 Municipal Freedom of Information and Protection of Privacy Act, RSO. 1990, cM.56 Criminal Code of Canada, RCS 1985, c C-46 POL-BLG.2018.04 -Disqualification-of-Board-Members POL-SYS.2018.29 Intellectual Freedom POL-SYS.2018.50 The Library and Political Elections BMPL Agreement to Comply with the Code of Ethics
Original Approval:	03-22-2018
Amended On:	05-16-2019; 10-17-2019; 05-21-2020
Reviewed On:	

Legal Framework

The Board is subject to the *Municipal Conflict of Interest Act, RSO. 1990, c. M.50* and the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M56* (“MFIPPA”).

Scope

This policy applies to the following:

- the Board and its individual members;
- Committees of the Board;
- Advisory Councils and its individual members; and
- the CEO.

SYS.2018.22.1 Commitment Statement

The BMPL is committed to the highest level of integrity and ethics in all of its dealings in accordance with all current legislation, Board by-laws and policies.

SYS.2018.22.2 Loyalty and Unity

- Behave in a manner consistent with the Municipal Conflict of Interest Act.
- Act in the interests of the BMPL and the community served, over and above other interest group involvement, membership in other organizations, or personal interests.
- Express individual viewpoints but work harmoniously toward consensus as much as possible.
- Once a matter has been decided by resolution, individual Board Members may speak publicly on the matter, provided they speak with “one voice” supporting the decision.
- The Chair may represent the Board to outside parties, including media, but may not speak for the Board on matters not yet decided.
- The CEO represents the BMPL to outside parties, including media, on all operational matters.

SYS.2018.22.3 Financial Accountability

1. Avoid situations where personal advantage or financial benefits may be gained and do not use “inside information” in personal or private business.
2. Avoid using position to obtain employment for self, family, or friends.
3. Withdraw from the Board or Advisory Council if seeking employment with the BMPL or TBM.

SYS.2018.22.4 Professional Accountability

1. Respect the agenda and abide by the Chair’s decisions on the rules of order.
2. Attend regularly and inform the Board Secretary and Chair about expected absences before meetings.
3. Be prepared for all meetings and use meeting time productively.
4. Consider the best interests of current and future communities in making decisions.
5. Respect all confidential information received as a result of sitting on the Board, Committee and/or Advisory Council.
6. Refrain from individually directing the CEO or the staff.

SYS.2018.22.5 Personal Accountability

1. Treat others in a courteous, dignified and fair manner.
2. Encourage and respect diversity of viewpoints and skills.
3. Take responsibility for personal professional development through continuing educational opportunities and participation in regional, provincial, and national library, museum and gallery organizations.
4. Support the Intellectual Freedom Policy.

SYS.2018.22.6 Reporting and the Integrity Commissioner

1. Any member may file a statement of perceived violation to the Chair or Vice Chair who will attempt to rectify the situation.
2. At any time, as a Board appointed by TBM’s Council, the Board or member may utilize the TBM contracted Integrity Commissioner for any perceived violations of this Code of Ethics. An Integrity Commissioner recommendations may include:
 - 2.1. Providing a written or verbal apology for any determined wrong doing;
 - 2.2. Returning property or making reimbursement of its value of money spent;
 - 2.3. Being removed from the membership of the Board, Committee or Advisory Council; or
 - 2.4. Being removed as Chair of the Board, Committee or Advisory Council.
3. According to The Board POL-BLG.2018.04 -Disqualification of Board Members, the Board reserves the right, by resolution to remove members of the Board, Committees, or their Chairs for violation of this Code of Ethics.

Appendix A

Agreement to Comply with the Code of Ethics

[Approved by BMPL Board BMPL-Resolution 2019-120 on October 17, 2019]