

THE CORPORATION OF THE TOWNSHIP OF JOCELYN
By-law #07-1137

Being a by-law to adopt a policy to establish the manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public.

WHEREAS Section 270 of the Municipal Act requires that all municipalities adopt and maintain a policy with respect to the manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public. The purpose of this policy is to provide guidance for the delivery of the municipality's activities and services in accordance with the Act.

NOW THEREFORE the Council of the Corporation of the Township of Jocelyn ENACTS AS FOLLOWS:

1. SHORT TITLE

The short title for this B-law shall be "The Accountability and Transparency Policy".

2. DEFINITIONS

Accountability: The principle that the municipality will be responsible to its stakeholders for decisions made and policies implemented, as well as its actions or inactions.

Transparency: The principle that the municipality's decision-making process is open and clear to the public.

3. POLICY STATEMENT

The Council of the municipality acknowledges that it is responsible to provide good government for its stakeholders in an accountable and transparent manner by:

- encouraging public participation to ensure that decision making is responsive to the needs of its constituents and receptive to their opinions as detailed in Section 4.
- delivering high quality services to its citizens
- promoting the efficient use of public resources

Accountability, transparency and openness are standards of good government that enhance public trust. They are achieved through the adoption of measures ensuring, to the best of its ability, that all activities and services are

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undertaken utilizing a process that is open and accessible to its stakeholders. In addition, wherever possible, the municipality will engage its stakeholders throughout its decision making process which will be open, visible and transparent to the public.

4. POLICY REQUIREMENTS

The principles of accountability and transparency shall apply equally to the political process and decision making and to the internal governance of the municipality

Political Process and Decision Making

The municipality will be open, accountable and transparent to its stakeholders in its financial dealings as required under the Act. Some examples of how the municipality provides such accountability and transparency are as follows:

- external audit
- long term financial planning
- asset management
- purchasing/procurement policy
- sale of land policy
- budget process

Internal Governance

The municipality's administrative practices ensure specific accountability on the part of its employees through the following initiatives:

- hiring policy
- orientation/continuing education
- health and safety
- high standard of customer service
- ensuring that administrative practices and procedures recognize Council's commitment to accountability and transparency

Public Participation and Information Sharing

The municipality ensures that it is open and accountable to its stakeholders through implementing processes outlining how, when and under what rules meetings will take place. The Municipality's meetings will be open to the pub

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lic when and as required under the Act, and members of the public will have an opportunity to make delegations or comments in writing on specific items at these meetings. In addition, the municipality has adopted policies that ensure that participation by the public can be meaningful and effective, through timely disclosure of information by various means including print media, websites, newsletters etc. Some examples include;

- procedure by-law
- planning processes
- public notice by-law
- circulation of Council meeting minutes

This by-law shall take effect on the final passing thereof.

Read a first, second and third time and finally passed this 4th, day of December 2007.

Township of Jocelyn

REEVE:


Mark Henderson

CLERK:


Janet Boucher