

**THE CORPORATION OF THE TOWNSHIP OF KING**

**BY-LAW NUMBER 2011-14**

**BEING A BY-LAW TO ADOPT A CODE OF CONDUCT  
FOR THE CHIEF BUILDING OFFICIAL AND ALL BUILDING  
OFFICIALS FOR THE TOWNSHIP OF KING**

**WHEREAS** Clause 7.1(1) of the *Building Code Act*, 1992, as amended requires municipalities to establish and enforce a Code of Conduct for Chief Building Officials and other Building Officials

**AND WHEREAS** the Council of the Corporation of the Township Of King considers it desirable and expedient to adapt a Code of Conduct;

**AND WHEREAS** the Code of Conduct will be available for public viewing on the Municipal website or by attending at the Municipal Office and requesting a copy of the Code of Conduct;


**NOW THEREFORE** the Council of the Corporation of the Township of King enact as follows;

1. The Council hereby adopts the Code of Conduct for the Chief Building Official and other Building Officials attached hereto as Schedule 'A' and forming part of this By-law.
2. This By-law shall come into force and takes effect on the day of the final passing thereof.

**READ a FIRST and SECOND TIME** this 31st day of January, 2011.

**READ a THIRD time and FINALLY PASSED** this 31st day of January, 2011.

  
Steve Pellegrini, Mayor

  
Chris Somerville, Clerk

## CORPORATION OF THE TOWNSHIP OF KING

### SCHEDULE 'A' TO BY-LAW 2011-14

#### INTRODUCTION

##### AUTHORITY TO ESTABLISH A CODE OF CONDUCT:

7.1-(1) of the *Building Code Act*, 1992 as amended- Code of Conduct. A Principal authority shall establish and enforce a code of conduct for the chief building official and inspectors.

##### PURPOSE OF THIS CODE OF CONDUCT

1. To promote appropriate standards of behavior and enforcement actions by the chief building official and inspectors in the exercise of a power or the performance of a duty under the *Building Code Act* or the building code.
2. To prevent practices which may constitute an abuse of power, including unethical or illegal practices, by the chief building official and inspectors in the exercise of a power or the performance of a duty under the *Building Code Act* or the building code.
3. To promote appropriate standards of honesty and integrity in the exercise of a power or the performance of a duty under the *Building Code Act* or the building code by the chief building official and inspectors.

##### ENFORCEMENT GUIDELINES

The chief building official, deputy chief building official and inspectors appointed in the Township of King Building department shall comply with this code of conduct. Any appointed chief building official or inspector who fails to act in accordance with the provisions of this code may be subject to disciplinary action appropriate to the seriousness of the breach. All allegations concerning a breach of this code shall be made in writing.

Any person who has reason to believe that this code of conduct has been breached may bring the matter to the attention of the chief building official. Where the allegation concerns the actions of the chief building official, the matter may be brought to the attention of the senior staff person to whom the chief building official reports.

The chief building official or senior staff person who receives information, in writing, concerning a significant breach of this code shall investigate the matter, and where appropriate shall commence disciplinary action in accordance with the employment standards of the place of work. All communications received by a chief building official or senior staff person concerning a breach of this code shall be held in confidence. The chief building official or senior staff person shall advise Council in writing about the particulars of the alleged breach, its investigation and the final disposition of the matter upon its conclusion.

##### DISCIPLINARY ACTION

Disciplinary action arising from violation of the Code is the responsibility of the Township of King and the CBO, and will be based on the severity and frequency of the violation in accordance with employment laws and standards, and relevant collective agreements

##### CODE OF CONDUCT

In exercising powers and performing duties under the *Building Code Act*, the chief building official and inspectors shall:

1. exercise powers in accordance with the provisions of the *Building Code Act*, the building code and other applicable law that governs the authorization, construction, occupancy and safety of buildings and designated structures, and the actions, duties and qualifications of chief building officials and inspectors;

2. act to identify and enforce compliance where significant contraventions of the Act or regulations are known to exist;
3. apply all relevant building laws, regulations and standards in a consistent and fair manner, independent of any influence by interested parties;
4. not accept any personal benefit which may create a conflict with their duties; or perform duties where a personal interest may create a conflict;
5. obtain the counsel of persons with expertise where the chief building official or inspector does not possess sufficient knowledge to make an informed judgment; and
6. Act honestly, reasonably and professionally in the discharge of their duties.

## **PUBLIC NOTICE**

This code of conduct shall be brought to the attention of the public in the following manner:

- Posting on Municipal Website
- Public viewing by attending at the Municipal Office and requesting a copy