



Report to: General Committee

Meeting Date: November 5, 2024

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**SUBJECT:** Update to the Markham Council Code of Conduct

**PREPARED BY:** Kimberley Kitteringham, City Clerk and Director of  
Legislative Services  
Martha Pettit, Deputy City Clerk

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**RECOMMENDATION:**

- 1) That the report entitled “Update to the Markham Council Code of Conduct” be received;
- 2) That Council adopt the revised Markham Council Code of Conduct included as **Appendix “B”** to this report; and further,
- 3) That Staff be authorized and directed to do all things necessary to give effect to this resolution.

**PURPOSE:**

The purpose of this report is to recommend changes to Section 10 of the Markham Council Code of Conduct relating to gifts, hospitality and benefits as well as other minor administrative amendments.

**BACKGROUND:**

The Markham Council Code of Conduct was first adopted in 2014 and later revised in 2019. It outlines the City’s expectations for Council Members’ behavior and provides guidelines for appropriate conduct. A copy of the current Code is included as **Appendix “A”**.

As part of the Legislative Services ongoing review of various policies, staff have reviewed the Code and have conducted a comparative analysis of Codes found in other municipalities. Staff have also consulted with Charles Harnick, ADR Chambers - the City’s Integrity Commissioner - who is responsible for providing advice to Members of Council on the application of the Code and for investigating alleged contraventions of the Code. As a result of this process, staff are recommending changes to the Markham Council Code of Conduct.

**OPTIONS/ DISCUSSION:**

The proposed Revised Markham Council Code of Conduct is attached as **Appendix “B”** – with changes noted in bold. As you will note, the primary change being proposed to the Code relates to Section 10.1(j). The proposed changes will create more transparency and establish guidelines to ensure an efficient process governing sponsorships, donations and gifts-in-kind for community events or initiatives organized or run by a Member of Council or a third-party on behalf of a Member of Council.

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Staff propose to add two additional clauses to the Code – 8.4 and 11.4. Clause 8.4 clarifies that individual Members of Council are not permitted to provide any endorsements on behalf of the City of Markham. Section 11.4 stipulates that Members of Council are required to seek approval from the Manager of Corporate Communications prior to making use of the corporate logo or any City communications assets. Lastly, a minor amendment was also made to 8.3 of the Code.

Legislative Services staff have reviewed the proposed changes with the City's Integrity Commissioner and he is supportive of the changes to the Code.

**FINANCIAL CONSIDERATIONS**

Not applicable.

**PEOPLE SERVICE CONSIDERATIONS**

Not applicable.

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

Not applicable.

**BUSINESS UNITS CONSULTED AND AFFECTED:**

The Financial Services Department has been consulted in the preparation of this report.

**RECOMMENDED BY:**

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Kimberley Kitteringham  
Clerk and Director of Legislative Services

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Trinela Cane  
Commissioner, Corporate Services

**ATTACHMENTS:**

**Appendix "A"** – Current Markham Council Code of Conduct

**Appendix "B"** – Revised Markham Council Code of Conduct