

ONTARIO ASSOCIATION OF COMMITTEES OF ADJUSTMENT AND CONSENT AUTHORITIES

Mission Statement & Code of Conduct

Definitions:

Association means the Ontario Association of Committee of Adjustment and Consent Authorities (OACA).

The Board means the elected Board of Directors for OACA.

Chair means the President for OACA.

Mission Statement:

To provide professional development opportunities to support the administration and adjudication processes of Committees of Adjustment and Consent Authorities located in the Province of Ontario.

Objectives:

- 1) Provide and manage Accreditation Program for Secretary Treasurers, Consent Authorities and training for Committee Members:
ACST – Accredited Secretary Treasurer
- 2) Present educational and networking opportunities to members in the form of a conference and/or seminar.
- 3) Monitor Provincial Legislation and provide feedback as a stakeholder on matters pertaining to Section 45 and 53 of the Planning Act or any other relevant legislation that impacts the administration and adjudication of Committees of Adjustment and Consent Authorities.
- 4) Maintain Primer on Planning Certificate Program to ensure course material is relevant and up to date and maintain roster of program graduates.
- 5) Efficiently use the resources of the Association to provide educational material to Members.

Code of Conduct Policy – Board of Directors

Purpose: To establish a set of principles and practices for the Board of Directors that will set parameters and provide guidance and direction for Board conduct and decision making.

Board Members shall accept this code as a minimum guideline for ethical conduct.

Guiding Principles

Directors shall serve and be seen to serve the Association honestly and in good faith with a view to the best interests of the Association in a conscientious and diligent manner;

Directors shall serve the interests of the Association by upholding the Constitution and approved policies of the Board.

Accountability

Directors shall:

Exercise reasonable care, good faith and due diligence in organizational affairs.

Fully disclose, at the earliest opportunity, information that may result in a perceived or actual conflict of interest.

Remain accountable for prudent fiscal management to Association members and the Board.

Professional Excellence

Directors Shall:

Maintain a professional level of courtesy, respect, and objectivity in all Association activities.

Directors shall exercise judgement and decision making for the good of all members of the Association.

Confidentiality

Directors shall respect the confidentiality of sensitive information known due to service on the Board.

Collaboration and Cooperation

Directors shall:

Respect the diversity of opinions as expressed or acted upon by the Board, Committees and Membership.

Respect the opinions of their peers and leave personal prejudices out of all Board and Committee discussions.

Express their opinions, unencumbered, yet always with the goals of flexibility and compromise whenever achievable by remaining open to differing viewpoints.

Promote collaboration, cooperation, and partnership among Association Members.

Support

Directors shall:

Support, in an affirmative manner, all actions taken by the Board, even when they may be in a minority position with respect to any such action.

Represent the Association and the Board in a positive and supportive manner at all times and in all places.

Exercise the duties and responsibilities of their office with integrity, collegiality and care.

Responsibility

Directors shall report any breaches or potential breaches of this Code of Conduct to the Board through the Chair.

Directors who have breached or who are in a potential breach of this Code of Conduct may be requested to resign, or may request an exemption from any such breach or potential breach, by a determination of a majority of the Members of the Board.

Dated this 2nd day of March, 2018