

April 15, 2024

Councillor Amber Harris

Re: Letter of Reprimand – Breaches of the Council Code of Conduct Bylaw

Further to the resolution of Council passed earlier today, I am writing to express Council's grave concerns about your behaviour.

As you know, Council received a formal complaint from two senior employees of the Town alleging your conduct towards them contravened the Council Code of Conduct Bylaw. The Town, through its legal counsel, engaged MNP LLP (the Investigator) to conduct a confidential independent, third-party investigation of the complaint allegations. You were given notice of the complaint and a full opportunity to participate in the investigation process and respond to the complaint allegations. You were also given an opportunity to address Council and respond to the Investigator's report before Council began its deliberations.

After careful consideration of the Investigator's report, the Council Code of Conduct Bylaw and your verbal submissions to Council, the following resolution was passed:

BE IT RESOLVED AS FOLLOWS:

- 1. Council accepts the findings of the independent investigator, MNP LLP, (the Investigator);**
- 2. Council considers the complaint made to be valid and finds Councillor Harris breached Section 5 Respectful Interactions with Councillors, Staff, and the Public of the Council Code of Conduct Bylaw by acting disrespectfully:**
 - a. Towards a senior employee in Council meetings over an extended period of time;**
 - b. In comments made about a senior employee's contract and related duties;**
 - c. Towards a senior employee by disclaiming her personal responsibility for her unauthorized use of the Town credit card; and**
 - d. Towards a senior employee by suggesting the lateness of the annual audit was the result of employee wrongdoing, without evidence;**
- 3. That Council imposes the following sanctions on Councillor Harris for breaching the Code of Conduct Bylaw:**
 - a. Effective immediately, Councillor Harris is removed from all council committees and other bodies to which she has been appointed by Council, she is no longer eligible to receive any remuneration associated with those appointments, and she will not be eligible for**

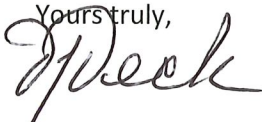
appointment to any further council committees or other bodies for the remainder of her term of office;

- b. Effective immediately, Councillor Harris will direct any requests for information about the operation or administration of the Town to the Mayor, in writing, and refrain from having any contact with any staff within Town Administration, including the Chief Administrative Officer, in her capacity as a Town Councillor;
 - c. The Mayor, on behalf of Council, shall issue a letter of reprimand to Councillor Harris and ensure the letter of reprimand is made available to the public by publishing it on the Town's website as soon as is practicable;
4. The Mayor, on behalf of Council, shall issue notice in writing to the two senior employees of Council's decision on the complaint;
 5. The Mayor, on behalf of Council, shall ensure that a copy of the Investigator's "Summary of Investigation Results" is made available to the public by publishing it on the Town's website as soon as is practicable, but all other proceedings of the Investigator, including the Investigator's Report, remain confidential and shall not be released publicly.

Council takes seriously the duty to comply with the Council Code of Conduct Bylaw and to provide a safe and welcoming workplace for our employees. We feel strongly that sanctions are warranted in response to your misconduct to protect and support our staff. Council notes this is the second complaint under the Council Code of Conduct Bylaw that has been substantiated against you during this term of office.

Council expects moving forward that you will comply with the sanctions imposed and ensure your conduct aligns with the expectations of Council as set out in the Council Code of Conduct Bylaw.

Yours truly,



Dan Deck

Mayor

Town of Gibbons