

February 26, 2025

Councillor Norman Sandahl

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

Further to the resolution of Council passed on February 12, 2025, I am writing to express concerns about your behaviour and actions in Council Chambers.

As you know, Council received a formal complaint from 4 members of the public alleging your conduct towards Councillor Amber Harris and a comment related to Director of Corporate Services, Monique Jeffrey. The allegations are that you have contravened the Council Code of Conduct Bylaw. As per a Resolution of Council on December 11, 2024, an investigation was conducted by me, Councillor Dale Yushchyshyn. 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 investigation report before Council began its deliberations.

After careful consideration of the findings of the report, the Council Code of Conduct Bylaw and your verbal submission to Council, the following resolutions were passed.

BE IT RESOLVED AS FOLLOWS:

- 1. Council accepts the findings of the investigation conducted by Councillor Yushchyshyn**

- 2. Council considers the complaints lodged to be valid and find that Councillor Sandahl has breached the following sections of Council Code of Conduct Bylaw:**
 - a. Section 1.0, subsection b – Each Member of Council shall conduct council business in such a manner that promotes public confidence and trust**
 - b. Section 3.0, subsection b – All Councillors shall show respect for each Member and their views**
 - c. Section 5.0, subsection a – All Councillors shall treat fellow Councillors, staff and the public with respect and courtesy**
 - d. Section 5.0, subsection b – All Councillors shall communicate with fellow Councillors, staff and the public in a manner promoting a spirit of cooperation, dignity, understanding and respect to opinions that may differ**

3. Council imposes the following sanctions on Councillor Sandahl for breaching the Code of Conduct Bylaw:

a. Councillor Sandahl will prepare an apology letter directed to two parties:

i. Apologizing to Councillor Harris for:

- 1. Disrespectful behavior in both action and words directed at Councillor Harris,**
- 2. Making an inappropriate hand gesture towards Councillor Harris during the October 30, 2024 Meeting of Council.**

ii. Apologizing to Director Of Corporate Services, Monique Jeffrey for:

- 1. Making an untrue and highly personal statement relating to the death of her Son.**

b. The above letter will be read by Councillor Sandahl in open session at the March 12, 2025 Regular Meeting of Council.

4. The Mayor, on behalf of Council, shall ensure a copy of the Investigation Summary and Councillor Sandahl's apology letter are posted on the Town of Gibbons Website as soon as practical. All other proceedings, including the full Investigation Report remain confidential and will not be released publicly.

5. Councillor Yushchyshyn shall issue notice of Councils decision to the four complainants.

Council takes very seriously, the duty to comply with the Council Code of Conduct Bylaw and to provide a respectful experience to fellow Councillors, staff and members of the public. We feel strongly that your actions warrant these sanctions.

Failure to abide by the above sanctions, within the timeline provided will cause Council to re-visit this matter and move forward with further sanctions as deemed necessary.

Council expects that moving forward, your conduct will align with the expectations of all Councillors as set out in the Council Code of Conduct Bylaw.

Yours truly,



Dale Yushchyshyn
Acting Mayor
Town of Gibbons