



Ontario Land Tribunal

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Ethics Plan

Introduction

The Ethics Plan for the Ontario Land Tribunal (OLT) sets out procedures for ensuring that members are familiar with applicable requirements regarding ethical conduct and public activity. This Plan also assists in the implementation of the OLT's Core Values.

This Ethics Plan is prepared in accordance with section 6 of the *Adjudicative Tribunals Accountability, Governance and Appointments Act, 2009* and Ontario Regulation 91/11. This regulation prescribes the content of the Ethics Plan.

The Conflict of Interest Rules in Ontario Regulation 381/07 apply to current ministry employees and to public servants employed in and appointed to Ontario Land Tribunal.

Members shall abide by the Conflict of Interest Rules in Ontario Regulation 381/07 and the OLT Conflict of Interest Rules, approved and published by the Conflict of Interest Commissioner.

Practices and Procedures

Part IV (Ethical Conduct) and Part V (Political Activity) of the *Public Service of Ontario Act, 2006 (PSOA)*

The OLT shall ensure that all members are familiar with the requirements of the PSOA by:

- Including in the competitive process for new member appointments steps to ensure that the candidates are aware of the responsibilities under the PSOA that will be required of a member;
- Providing each member on appointment with:
 1. a copy of the relevant statutory and regulatory provisions and requiring that each member acknowledge receipt of a copy,

2. internet links to the website of the Conflict of Interest Commissioner;
- Training the member on his/her responsibilities at the earliest opportunity after appointment;
 - Requiring that each member on appointment acknowledge in writing receipt of a copy of the Conflict of Interest Rules and training on the Conflict of Interest Rules, and Parts IV and V of the PSOA;
 - Providing to each member notice of any amendments to the relevant statutory and regulatory provisions respecting responsibilities under the PSOA as soon as practicable;
 - Providing, on an annual basis, notice for members containing information about the requirements of Parts IV and V of the PSOA; and
 - Requiring, on an annual basis, that each member sign an acknowledgement of awareness of the obligations on the member, in a form satisfactory to the Ethics Executive.

Code of Conduct

The OLT shall ensure that members are familiar with the code of conduct that forms part of the OLT's member accountability framework by:

- Including in the competitive process for new member appointments steps to ensure that the candidates are aware of the provisions of the code of conduct that will apply to a member;
- Providing a copy of the code of conduct to each member on appointment and requiring acknowledgment of receipt of the document;
- Training each new member on his/her responsibilities under the code of conduct at the earliest opportunity after appointment;
- Providing to each member notice of any amendments to the code of conduct as soon as practicable;
- Providing, on an annual basis, notice for members containing information about the code of conduct; and
- Requiring on an annual basis that each member sign an acknowledgement of awareness of the obligations on the member, in a form satisfactory to the Ethics Executive.

Training

The OLT shall include in the Professional Development Plan for OLT members provision on an annual basis for a minimum of two hours for each member of ongoing training on the Ethics Plan and its component parts and shall require certification by each member that the training is completed.

Other Tools

The OLT may develop internal policies and requirements consistent with the member accountability framework to provide assistance to the members in discharging their obligations under the accountability framework.

Part III - Employment by the Crown, PSOA

Ontario Public Service staff at the OLT are subject to a separate enterprise-wide Ethics Plan, the "Guide to Public Service Ethics and Conduct". This guide is an authoritative reference tool to acceptable business conduct and behaviour in the OPS. It covers requirements of the ethical framework and notice under the PSOA, other applicable legislation, corporate directives, policies and guidelines for staff. OLT staff are also subject to the OLT's Conflict of Interest Rules.