



CITY OF BELLEVILLE

CODE OF CONDUCT FOR BUILDING OFFICIALS

Preamble

The Code of Conduct applies to the Chief Building Official and inspectors appointed under the Building Code Act in the exercise of a power or the performance of a duty under the Building Code Act or the Building Code. The purpose of this Code is to promote appropriate standards of behavior and enforcement actions to ensure Building Officials apply standards of honesty and integrity, and to prevent practices constituting an abuse of power including unethical or illegal practices.

Standards of Conduct

Building Officials undertake to:

1. Always act in the public interest, particularly with regard to the safety of building works and structures.
2. Not to act where there may be or where there may reasonably appear to be a conflict between their duties to their employer, their profession, their peers and the public at large and their personal interests.
3. Apply all relevant building by-laws, codes and standards appropriately and without favour.
4. Perform their inspections and plan examination duties impartially and in accordance with the highest professional standards.
5. At all times abide by the highest moral and ethical standards and avoiding any conduct, which could bring or tend to bring Building Officials into disrepute.
6. Comply with the provisions of the Building Code Act, the Ontario Building Code and other Acts or Laws, which regulate or govern Building Officials or their functions.
7. Not to act beyond their personal level of competence or outside their area of expertise.

8. Maintain current accreditation to act as an Ontario Building Official.
9. Maintain their knowledge and understanding of the best current building practices, the building laws and Codes relevant to their inspection and plan examination function.
10. Extend professional courtesy to all.
11. To abide by any code of conduct applicable to all City Employees.

Breach of the Code of Conduct

The Ontario Building Code Act provides that the performance of Building Officials will be measured against this Code of Conduct. Contradictions of this Code of Conduct are a serious matter and will be dealt with as such in an expeditious and fair manner. The Chief Building Official will review all allegations made against Inspectors and the Director of the Engineering and Development Services Department will review all allegations made against the Chief Building Official. All complaints concerning an alleged breach of this Code of Conduct shall be submitted in writing to the Chief Building Official or the Director as appropriate.

If a complaint is substantiated, the Chief Building Official in the case of complaints against Inspectors, or the Director of the Engineering and Development Services Department in the case of a complaint against the Chief Building Official, will determine the corrective action and / or disciplinary action arising from violation(s) of this Code of Conduct. Any action taken as a result of a confirmed breach of this Code will be based on the severity and / or frequency of the violation in accordance with relevant employment standards and may include, but is not limited to the following:

1. an apology;
2. counseling;
3. education and training;
4. warning;
5. suspension / leave without pay;
6. demotion;
7. transfer;
8. dismissal.