



Council Report

Report Number: CORP2025-011
Meeting Date: April 22, 2025
Title: Whistleblower Policy Revision
Description: To update the Whistleblower Policy
Author and Title: Liana Patterson, Chief People Officer

Recommendation(s):

That Report CORP2025-011, **Whistleblower Policy Revision**, be received;

That the revised policy entitled CP2016-002, being the Whistleblower Policy, attached as Appendix B to Report CORP2025-011, be adopted and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

This report seeks Council approval to amend the existing policy, CP2016-002 Whistleblower Policy with minor changes. A tracked change version of Policy CP2016-002 has been included as Appendix A to this report to outline the recommended updates for Policy CP2016-002. An updated version of Policy CP2016-002 (with no tracked changes) has been included as Appendix B to this report.

Rationale:

The Whistleblower Policy is intended to ensure that the organization has a process to carry out its responsibilities under the Municipal Act.

Section 270(1) Municipal Act – “A municipality shall adopt and maintain policies with respect to the following matters: 5. The manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public.”

Kawartha Lakes has two policies which exercise this responsibility. The public focused policy is the Corporate Complaints Handling Policy, CP2021-028 and the internal focused policy is the Whistleblower Policy, CP2016-002. The Whistleblower Policy was last refreshed May 2022 to incorporate edits which aligned with the adoption and publication of a new Employee Code of Conduct.

The most current edits to the Whistleblower Policy, recommended for approval, are to align the language in this policy with the internal reporting Management Directive, titled “How to Report.”

The proposed changes in the policy are to a) remove the names of the positions who will administer review of any concerns, as these job titles are now included in the Management Directive and b) to remove the statement related to confidentiality as this too has been included in the Management Directive.

The intent of the changes is to edit the policy to provide overarching principles and intentions while the management directive will provide greater detail and actions that employees will need to administer to carry out the expectations of the Council Policy and corporate management directive.

Alignment to Strategic Priorities:

The policy and this report support the strategic priority of good governance through the provision of a process to allow the reporting of serious concerns about violations.

Attachments:

Appendix A – CP2016-002 Whistleblower Policy with Tracked Changes



CP2016-002
Whistleblower Policy r

Appendix B – CP2016-002 Whistleblower Policy – Updated Version



CP2016-002
Whistleblower Policy f

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Department Head: Ron Taylor