

## **Appendix H**

# **Sample Council Member's Code of Conduct**

**Community or Incorporated Community Council of \_\_\_\_\_**

### **Council Member's Code of Conduct**

Public confidence and public trust are essential to good governance. To promote public confidence and public trust, members of the council of \_\_\_\_\_ strive to govern in a fair, objective and transparent manner and in the best interests of the community at all times. In carrying out their duties, it is essential that the conduct of members of the council of \_\_\_\_\_ reflect the standards and values of the community.

This code operates in addition to the existing legislation governing the conduct of council members, including The Northern Affairs Act, Conflict of Interest regulation, The Municipal Council Conflict of Interest Act and The Freedom of Information and Protection of Privacy Act. The Criminal Code of Canada also governs the conduct of members of council and applies to all members of council.

Members of the council of the community or incorporated community of \_\_\_\_\_ have a duty to consider the well-being and interests of the community as a whole and to appropriately carry out the powers, duties and functions of the community. In carrying out their duties, members of the council are expected to conduct themselves in such a way as to promote public trust and confidence in the council and community.

The purpose of this code is to establish clear conduct rules for members of council, so misconduct may be avoided and clear standards exist against which to assess potential misconduct of those members.

### **Rules of Conduct**

#### **Respectful Conduct**

Every member of council is expected to conduct themselves in public, and in respect to the public, in such a way as to reflect the decorum and dignity of the office they hold. No member of council shall intimidate or threaten colleagues, members of the public, government employees, community employees or volunteers of the community.

Members of council, while on official travel, shall conduct themselves in a professional and dignified manner and be 100 per cent in attendance.

#### **Respect for Decision-Making Process**

Every member of council is expected to respect the decision-making processes of the community. While members may hold different views on any given matter, once council has made its decision, all members must uphold the decision.

**Preferential Treatment**

No member of council shall, in the exercise of official power, duty or function, give preferential treatment to any person or organization based solely on the identity of the person or organization.

**Respect for Administration**

Community employees are responsible for providing professional advice, are bound by decisions of council, and shall not be requested to take any action contrary to such decision. No member of council shall attempt to require a community employee to undertake personal or private work on behalf of the member.

**Consequences of Misconduct**

A member of council who is alleged to be in conflict with this code, as a result of council receiving in writing the details of the misconduct, will be addressed at the next regular council meeting following notification. Every member of council who fails to meet their obligations under this code is subject to censure by council.

**Review and Revisions of the Code**

Council will review the code annually to ensure it continues to be appropriate and relevant for the community. Council may, at its discretion and by resolution, amend the code.