



THE CORPORATION OF THE VILLAGE OF SLOCAN

POLICY No. 2023-42

Council Code of Conduct

Initially Approved: May 8, 2023

Last Reviewed: May 8, 2023

1. POLICY STATEMENT:

As local government representatives, we recognize that responsible conduct is essential to providing good governance for the Village of Slocan.

We further recognize that responsible conduct is based on the foundational principles of integrity, accountability, respect, and leadership and collaboration.

In order to fulfil our obligations and discharge our duties, we are required to conduct ourselves to the highest ethical standards by being an active participant in ensuring that these foundational principles, and the standards of conduct set out below, are followed in all of our dealings with every person, including those with other members, staff, and the public.

2. PRINCIPLES

Integrity

means being honest and demonstrating strong ethical principles. Conduct under this principle upholds the public interest, is truthful, and honourable.

Respect

means having due regard for other's perspectives, wishes and rights. It also means displaying deference to the offices of local government, and the role of local government in community decision-making. Conduct under this principle is demonstrated when a member fosters an environment of trust by demonstrating due regard for the perspectives, wishes, and the rights of others, and an understanding of the role of local government.

Accountability

means an obligation and willingness to accept responsibility or to account for one's actions. Conduct under this principle is demonstrated when Council members, individually and collectively, accepts responsibility for their actions and decisions.

Leadership and Collaboration

means ability to lead, listen to, and positively influence others. It also means coming together to create or meet a common goal through collective efforts. Conduct under this principle is demonstrated when a Council member encourages individuals to work together in pursuit of collective objectives by leading, listening to, and positively influencing others.

3. STANDARDS OF CONDUCT

a) Integrity

Integrity is demonstrated by the following conduct:

- Members will be truthful, honest, and open in all dealings, including those with other members, staff, and public.
- Members will ensure that their actions are consistent with the shared principles and values collectively agreed to by the Council.
- Members will follow through on their commitments, correct errors in a timely and transparent manner, and engage in positive communication with the community.
- Members will direct their minds to the merits of the decisions before them, ensuring that they act based on relevant information and principles and in consideration of the consequences of those decisions.
- Members will behave in a manner that promotes public confidence in all their dealings

b) Respect

Respect is demonstrated through the following conduct:

- Members will treat every person with dignity, understanding and respect.
- Members will show consideration for every person's values, beliefs, and contributions to discussions.
- Members will demonstrate awareness of their own conduct and consider how their words or actions may be perceived as offensive or demeaning.
- Members will not engage in behaviour that is indecent, insulting, or abusive. This behaviour includes unwanted physical contact, or other aggressive actions that may cause any person harm or makes them feel threatened

c) Accountability

Accountability is demonstrated through the following conduct:

- Members will be responsible for the decisions that they make and be accountable for their own actions and the actions of the collective Council.
- Members will listen to and consider the opinions and needs of the community in all decision-making and allow for appropriate opportunities for discourse and feedback.
- Members will carry out their duties in an open and transparent manner so that the public can understand the process and rationale used to reach decisions and the reasons for taking certain actions

d) Leadership and Collaboration

Leadership and collaboration is demonstrated through the following conduct:

- Members will behave in a manner that builds public trust and confidence in the local government.
- Members will consider the issues before them and make decisions as a collective body. As such, members will actively participate in debate about the merits of a decision, but once a decision has been made, all members will recognize the democratic majority, ideally acknowledging its rationale, when articulating their opinions on a decision.
- Members will recognize that debate is an essential part of the democratic process and encourage constructive discourse while empowering other members and staff to provide their perspectives on relevant issues.
- As leaders of their communities, members will calmly face challenges, and provide considered direction on issues they face as part of their roles and responsibilities while empowering their colleagues and staff to do the same.
- Members will recognize, respect and value the distinct roles and responsibilities others play in providing good governance and commit to fostering a positive working relationship with and among other members, staff, and the public.
- Members will always recognize the importance of the role of the chair of the meetings and treat that person with respect.

4. PROCEDURE RESPONSIBILITIES

a) Adherence to the Code, Acts and Council Procedures

The Village of Slocan's Code of Conduct is intended to be self-enforcing. Each member of Council will:

- Follow all aspects of this Code of Conduct.
- Adhere to the requirements of and not directing staff to conduct themselves in a manner contrary to all local government legislation.
- Understand and follow the requirements of all Council policies and resolutions.

If a member of Council has a concern regarding a potential breach of the Code of Conduct, the issue should be raised at the next available Council meeting. Possible breaches of the Code of Conduct may be considered in-camera if Council so resolves, provided that the subject matter relates to those matters listed in Section 90 of the *Community Charter*.

b) Conflict of Interest

All members of Council shall be familiar with, understand, and act in accordance with the provisions set out under Part 4, Division 6 of the *Community Charter* regarding Conflict of Interest.

c) Confidentiality

All members of Council shall respect and preserve the confidentiality of information provided to them concerning the confidential matters of the Village. They shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal, financial or private interests.

d) Council Authorities and Powers

Each member of Council will respect the legislation which grants Council the authority to make decisions which guide the action of the administration. This authority is vested in Council when it is convened as a body at a duly-constituted meeting. Council members must not interfere with, hinder, or obstruct a municipal officer or employee in the exercise or performance of his or her powers, duties, or functions. This is consistent with Section 153 of the *Community Charter*.

e) Policy Role of Members of Council

Members shall respect and adhere to the Council – Chief Administrative Officer structure of municipal government as practiced by the Village. In this structure, the Council determines the policies of the Village with the advice, information and analysis provided by Village administration. Members therefore shall not interfere with the administrative functions of the Village or with the professional duties of administration, nor shall they impair the ability of staff to implement Council policy decisions.

f) Public Statements

Council members are not restricted in any public statement they choose to make; however, as a member of the Council they are expected to:

- Support the role of the Council and its administration.
- Support the current policies of the Council; and
- Support the decisions of the Council as a whole.

Any public statement made by Council members expressing an opinion on Village policies, decisions of the Council as a whole, or any other Village matters outside of these expectations, must clearly articulate that the opinions shared are their own and not that of Council.

Any requests by the media to the administration for comment or information pertaining to a matter within the jurisdiction of the Council and not yet subject to an

approved policy or resolution should be immediately referred to the Chief Administrative Officer and subsequently to the Mayor or designate.

5. REVIEW

This policy is to be reviewed every four years, following each scheduled local municipal election period.