



TOWN POLICY

COUNCIL POLICY:

Code of Conduct for Members of Commissions, Boards, and other Quasi-judicial Entities

POLICY NUMBER: C-9-2

RESOLUTION NUMBER: 09-69

ADOPTED: April 14, 2013

REFERENCE:

SUPERSEDES:

Policy Statement:

Public Boards, Commissions and other similar entities (referred to collectively in this Code of Conduct as "Boards") exist to serve a public purpose. Board members must therefore act in the public interest, put the public's interests ahead of their own personal interests, and ahead of the interests of other private individuals or groups.

It is also extremely important that Board members understand that the public must have confidence in the integrity of its public institutions, and the ethical conduct of those who serve as Board members.

The purpose of this policy is to:

Set out certain ethical guidelines which are in addition to any statutory or other legal requirements imposed upon Public Boards, or Board members. In the event of any conflict, any law or legal requirement will take priority over these guidelines.

The Code of Conduct for Boards is as follows.

Board members shall:

- 1)** Not use their position to secure special privileges, favors, or exemptions for themselves, their relatives, or any other person, but shall at all times serve the public interest.
- 2)** Subject to any legal requirement to the contrary, act in the best interest of the Board.
- 3)** Discharge their powers, duties, and functions honorably, faithfully, and conscientiously.
- 4)** Have respect for and endeavor to conduct all of the Board's business in accordance with applicable legislation and policies.
- 5)** Endeavor to become knowledgeable about the Board's business, and any legal or policy issues applicable to the Board's business.
- 6)** Respect the powers, duties, and functions of fellow Board members and board employees





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- 7)** Treat fellow Board members, employees, and members of the public with respect, honesty and fairness.
- 8)** Declare any conflict of interest when it is appropriate to do so.
- 9)** Safeguard any confidential information which comes before the Board and respect the requirements of the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c. F-25 or its successor, and any legislation which creates or establishes the Board, or creates legal requirements which are specific to the Board.

