



11.01.01

COUNCIL CODE OF CONDUCT

The proper operation of democratic local government requires that elected officials be independent, impartial and duly responsible to the people.

To this end it is imperative that:

- Government decisions and policy be made through proper channels of government structure;
- Public office is not used for personal gain;
- The public have confidence in the integrity of its government

Accordingly, it is the purpose of these guidelines of conduct to outline certain basic rules for the members of the Council for the County of Northern Lights so that they may carry out their duties with impartiality and equality of service to all, recognizing that the basic functions of elected local government officials are, at all times, service to their community and the public.

To further these objectives, certain ethical principles should govern the conduct of all elected local government officials in Alberta in order that they shall maintain the highest standards of conduct in public office and faithfully discharge the duties of office without fear or labour.

The Council for the County of Northern Lights shall:

- Govern their conduct in accordance with the requirements and obligations set out in the Municipal Government Act.
- Not use confidential information for the personal profit of themselves or any other person.
- Keep confidential information confidential and not communicate it to anyone not entitled to receive same.
- Not use their position to secure special privileges, favours, or exemptions for themselves or any other person.
- Preserve the integrity and impartiality of Council.
- For a period of twelve (12) months after leaving office, abide by the ethical standards of conduct listed here, except those related to confidential information which shall apply in perpetuity.
- Not assume that any unethical activities not specifically covered by these guidelines, or by any legislation, will be condoned.
- Adopt and uphold a clearly established vision and goals.
- Develop and maintain good communications to our residents, holding regular forums or meetings
- Consider the opinions of minority groups carefully, while recognizing that the will of the majority shall be valued in decision making
- Ensure that any criticism of the administration be done in private and NEVER in public
- Recognize that the CAO is the only employee of council and council shall NEVER become involved with providing guidance to administration except through the CAO.

- Function as a team with our administration, and eliminate any impediments to a good team relationship.
- Hold the CAO accountable through the establishment of clear objectives and expectations, which are to be evaluated on an annual basis.
- Show respect for colleagues on council, stand behind the head of Council and support each other.
- Take responsibility for all of its actions and if an incorrect decision has been made, admit it and correct it.
- Conflicts within Council shall be addressed by all council members and dealt with behind closed doors, not publicly. Respect each other's roles, interests and accountabilities.
- Council needs to be seen to be united on issues even when there is dissention by some members. Voice your opinions at the council meeting and comply with the majority voice. Do not take your issue, once debated in Council, into the streets and homes of the County to argue your case once Council has made a decision.
- Acknowledge the importance of goodwill among members and build trust among council by living up to commitments and avoiding surprises that may compromise others.
- Strive to understand and to be understood by others, focusing on issues rather than personalities.
- Communicate in ways that promote understanding, quick and effective resolution of issues, prevention of disputes and building of stronger relationships

Members of the Council for the County of Northern Lights have agreed to uphold the intent of these guidelines and to govern their actions accordingly.

Adopted by Resolution this 28 day of June, A.D. 2016

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Reeve Cheryl Anderson

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