



POLICY STATEMENT

DIRECTOR CODE OF CONDUCT POLICY

Purpose

The *Local Government Act* and *Community Charter* sets out the powers given to local government. The *Community Charter* also establishes ethical standards for elected officials, including issues related to conflict of interest.

Building on the provisions of the *Community Charter*, this Code of Conduct establishes further standards for the Chair and Directors of the **Peace River** Regional District (**PRRD**) Board, and is designed to ensure that Board members aspire to the highest standards of public service integrity **when representing the PRRD**.

A. Conduct at Meetings

At all meetings directors shall **must** conduct themselves with decorum in accordance with the provisions of the **Peace River Regional District Board's PRRD** Procedural Bylaw. Respect for delegations, fellow **Directors** members and staff requires that all members **Directors** show courtesy and not distract from the business of the **PRRD** Regional District during presentations and/or when other members **Directors** have the floor.

B. Conduct of a Political Nature

No director shall use **PRRD** Regional District facilities, services or property for **their his / her (re)election** or re-election campaign. No member **Director** shall use the services of **PRRD staff** Regional District employees for **their his / her (re)election** or re-election campaign, during hours in which the employees are in the paid employment of the **PRRD** Regional District. **Any services that staff perform for Directors, outside of work, for their (re)election campaign is to be done on a voluntary basis.**

C. Conduct Respecting Directors

Directors shall **must** be respectful to fellow directors during discussion and debate at **all PRRD-related** meetings. Directors shall **must** acknowledge that **their fellow Directors' opinions are all equal at the PRRD Board table** with twelve minds, there are twelve opinions, each equal at the Board table. At the conclusion of discussion and debate, the Board opinion shall **will** be with the majority.

D. Conduct Respecting Staff

Directors shall **must** be respectful of the fact that, with the exception of the Chair's duties as the CEO under the *Local Government Act*, staff work for the Regional District as a body corporate and are charged with making recommendations that reflect their professional expertise and corporate perspective, without undue influence from any individual director or group of directors. Directors shall **must** be respectful of the fact that staff carry out directions of the Board and administer the policies of the **PRRD** Regional District, and are required to do so without any undue influence from any individual director or group of directors. Accordingly, no directors shall **must not** maliciously or falsely injure the professional or ethical reputation, or the prospects or practice of staff, and all directors shall **must** show respect for the professional capacities of the staff of the **PRRD** Peace River Regional District.

Code of Conduct Policy
(continued)

E. Conduct While Representing the Regional District

Directors ~~shall~~ **must** make every effort to participate diligently in the activities of the various committees, commissions, ~~and/or~~ outside agencies to which they are appointed.

PRRD Directors must abide by this Code of Conduct in all settings while representing the PRRD.

F. Confidentiality of Information

1. ~~Members will~~ **Directors must** be as transparent as possible with the public concerning the conduct of the **PRRD's** ~~Regional District~~ business while respecting the need to protect information that is designated as confidential.
2. Confidential information will only be shared with individuals authorized to ~~see~~ **receive** it.
3. The provisions of the *Freedom of Information and Protection of Privacy Act* will be respected, especially with respect to the protection of personal or private business information.
4. ~~Members~~ **Directors** will not disclose or discuss details of any person or organization being considered for employment or contract except with those officials directly involved in the selection process.
5. ~~Members will discuss Closed Meeting items only with those involved in the Closed Meeting discussions or with members designated to be informed.~~ **Directors must not discuss Closed Meeting items with individuals not involved in the Closed Meeting discussion, and may only discuss Closed Meeting information and/or items with those that have been authorized to be informed by Board Resolution.**

Adopted by Board: October 24, 2013 Certified Resolution: RD/13/10/04(24)