

A BYLAW OF THE VILLAGE OF ROSALIND IN THE PROVINCE OF ALBERTA, TO
ESTABLISH A CODE OF CONDUCT FOR COUNCIL;

WHEREAS The code of conduct each council is required to establish governing the conduct of its councillors pursuant to section 146.1 of the Act must be consistent with the Act and any regulations made under the Act and, at a minimum, include the following topics:

- (a) representing the municipality;
- (b) communicating on behalf of the municipality;
- (c) respecting the decision-making process;
- (d) adherence to policies, procedures and bylaws;
- (e) respectful interactions with councillors, staff, the public and others;
- (f) confidential information;
- (g) conflicts of interest;
- (h) improper use of influence;
- (i) use of municipal assets and services; and
- (j) orientation and other training attendance.

NOW THEREFORE This bylaw may be cited as the "Code of Conduct for Council".

As per section 153 of the Municipal Government Act, councilors have the following duties:

1. To consider the welfare and interests of the municipality as a whole and to bring to council's attention anything that would promote the welfare or interests of the municipality;
2. To participate generally in developing and evaluating the policies and programs of the municipality; and to adhere to the policies, procedures and bylaws;
3. To participate in council meetings and council committee meetings and meeting of other bodies to which they are appointed by the council;
4. To obtain information about the operation or administration of the municipality from the Chief Administrative Officer or a person designated by the Chief Administrative Officer;
5. To respect the confidentiality of any information identified as confidential that is distributed to the council. Council members also agree to respect the confidentialities of discussions that occur in council meetings;

6. To perform any other duty or function imposed on councilors by this or any other enactment or by the council;
7. To stay focused on tasks at hand, as directed and outlined in the Agenda Packages. Issues outside of this focus area will be for discussion outside of the council meeting time;
8. To respect all present and to stay focused by not distracting oneself or others with improper use of electronic devices/cellular phones. Cell phones are not allowed during any council meeting;
9. To respect timelines to ensure that work is completed in a timely manner;
10. To speak freely with candor and honesty, recognizing that what is said during meetings will not be attributed to any individual;
11. To participate actively by providing information and data to the council where such information/data will help the group to complete its work;
12. To work for consensus on matters before Council. If consensus cannot be reached, support the decision-making process as outlined above;
13. If a member cannot continue to participate in an assigned board meeting, a replacement may be identified by the council as a whole;
14. To respect their roles and responsibilities. The council as a whole may remove any council member who fails to comply with their role and responsibilities;
15. Respect decisions that the council has made during a meeting even if not all members of the group were present or consensus cannot be reached. Fairly and accurately represent the decisions made at Council meetings outside of the meeting;
16. Respect each other, and to staff and public, by using respectful language, providing constructive feedback on others' opinion, and avoiding interruption;
17. To respect their Council colleague's commitment to the process and maintaining an atmosphere of trust.

Questions, concerns, requests or any matters involving Village of Rosalind employees, agents, contractors or consultants regarding municipal issues shall be first communicated to the Administration responsible for the employee in question. Administration shall take necessary action in accordance with policy and the Municipal Government Act to address Councilor concerns or requests.

Councilors shall refuse to place themselves in a position where they are under obligation to any person(s) who might benefit or seek preferential treatment.

Matters of this Code of Conduct Bylaw #252-17 may be referenced in the Procedural Bylaw #253-17.

Council must review the Code of Conduct Bylaw #252-17 and related bylaws that have been referenced in this bylaw in accordance with Section 3, every 4 years starting from the date the code of conduct is passed.

Whereas, to rescind Bylaw 226-10 and replace with Code of Conduct Bylaw 252-17.

THIS BY-LAW to become effective on the day of the final passing thereof.

Received first reading the 24th day of October, 2017

MAYOR

DEPUTY MAYOR

COUNCILLOR

CAO

Received second reading the 24th day of October, 2017

MAYOR

DEPUTY MAYOR

COUNCILLOR

CAO

Received third and final reading this 24th day of October, 2017

MAYOR

DEPUTY MAYOR

COUNCILLOR

CAO