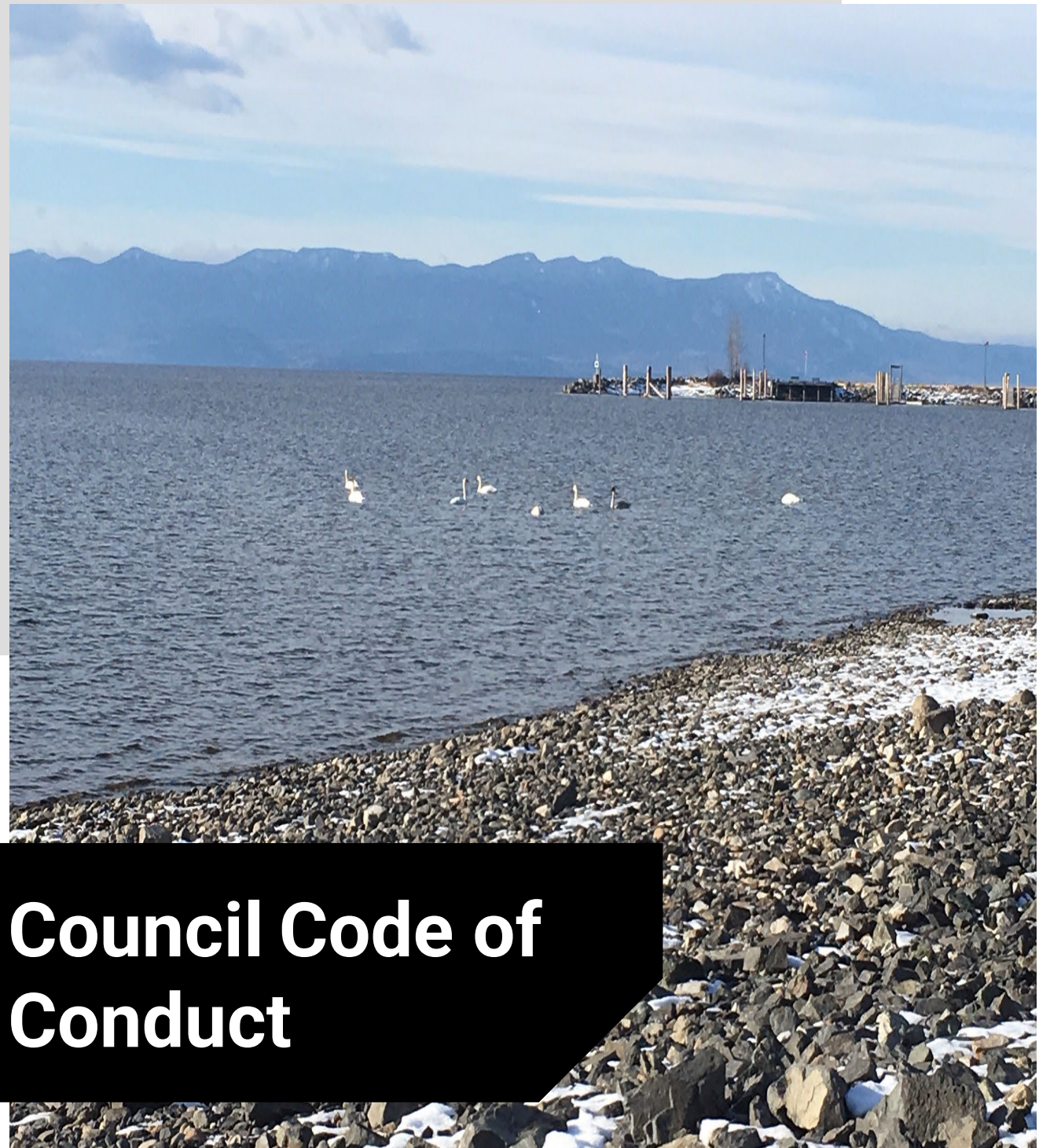




Council Code of Conduct

District of Fort St. James

Website: fortstjames.ca

Tel: 250-996-8233



TABLE OF CONTENTS

INTRODUCTION	3
HOW TO APPLY AND INTERPRET THIS CODE OF CONDUCT	4
FOUNDATIONAL PRINCIPLES OF RESPONSIBLE CONDUCT	5
Integrity.....	5
Respect.....	5
Accountability	5
Leadership and Collaboration.....	5
VALUE STATEMENT.....	6
STANDARDS OF CONDUCT	7
Integrity is demonstrated by the following conduct:	7
Respect is demonstrated through the following conduct:	7
Accountability is demonstrated through the following conduct:.....	7
Leadership and collaboration is demonstrated through the following conduct:.....	8
ADDITIONAL POLICIES	9

INTRODUCTION

As local elected representatives (“members”), we recognize that responsible conduct is essential to providing good governance for the District of Fort St. James.

We further recognize that responsible conduct means acting with integrity, accountability, respect, leadership and collaboration.

In order to fulfill 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.

“We are required to conduct ourselves to the highest ethical standards in all dealings with every person including other members, staff, and the public.”

HOW TO APPLY AND INTERPRET THIS CODE OF CONDUCT

This Code of Conduct applies to the members of District of Fort St. James Council. Each member is personally responsible for following both the words and intent of this *Code of Conduct* in all interactions with other members, staff and the public.

Elected officials must conduct themselves in accordance with the law. This *Code of Conduct* is intended to be developed, interpreted and applied by members in a manner that is consistent with all applicable Federal and Provincial Laws, as well as the bylaws and policies of the local government, the common law and any other legal obligations which apply to members individually or as a collective council or board.



FOUNDATIONAL PRINCIPLES OF RESPONSIBLE CONDUCT

Integrity

- means being honest and demonstrating strong ethical principles. Conduct under this principle involves serving the public interest, acting truthfully, and demonstrating honourable conduct.

Respect

- means valuing the perspectives, wishes, and rights of others. It also includes showing respect to the offices of local government and their role 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 rights of others and an understanding of the role of the 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 members, individually and collectively, accept responsibility for their actions and decisions.

Leadership and Collaboration

- means an 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 member encourages individuals to work together in pursuit of collective objectives by leading, listening to, and positively influencing others.

VALUE STATEMENT



“Council will act in a manner that reflects commitment to the principles of good governance and a willingness to uphold unwavering moral ethics.”

STANDARDS OF CONDUCT

Integrity is demonstrated by the following conduct:

- Members will be truthful, honest, and open in all dealings, including those with other members, staff, and the 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 carefully consider the facts and impacts of every decision they make, ensuring that they act on the basis of 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 of their dealings.

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.

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 or board.
- 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.

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 in their community, 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 recognize the importance of the role of the chair of meetings and treat that person with respect at all times.

ADDITIONAL POLICIES

- Fort St. James Policy 1.5 Communication
- Fort St. James Policy 4.2 Confidentiality
- Fort St. James Policy 4.10 Respectful Workplace