

**VILLAGE OF HILL SPRING**  
**BYLAW NO. 2018-318**  
**COUNCIL CODE OF CONDUCT BYLAW**

**A BYLAW OF THE VILLAGE OF HILL SPRING, IN THE PROVINCE OF ALBERTA TO ESTABLISH A COUNCILLOR CODE OF CONDUCT.**

Whereas the MGA 2000-M 61 requires that a municipality develops a code of conduct as per section 146-1 the council of the Village of Hill Spring hereby establishes the following code of conduct.

The councillors of the Village of Hill Spring, when acting as a councillor, shall abide and adhere to the following principles

- a) Govern individual conduct in accordance with the requirements set out in The Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, or any other Act of the Government of Canada or the Province of Alberta, and the bylaws and policies approved by the councillors of the Village;
- b) Treat fellow Councillors, administration and the public with respect, concern, and courtesy;
- c) Demonstrate the highest standards of personal integrity and honesty in order to foster the public trust and confidence in the village;
- d) Communicate and work with fellow Councillors in an open and honest manner promoting a spirit of cooperation by listening and respecting those opinions that may differ;
- e) Recognize when interacting with the public, no individual authority exists except where explicitly authorized by a Council resolution, bylaw, or policy;
- f) Recognize when interacting with the media, individual Councillors do not speak for the village except where explicitly authorized by a Council resolution, bylaw or policy
- g) Recognize an individual Councillor cannot exercise individual authority over the Village;
- h) Recognize, when interacting with the Village Manager, the lack of authority vested in a Councillor to direct the Village Manager, except where explicitly authorized by a Council resolution, bylaw or policy;
- i) Have all discussions regarding administration performance in a closed meeting with or without administration.
- j) Not use the position of Councillor to benefit one's self or any other individual apart from the interest of the Village, and avoid placing one's self in a position where there may be a real or perceived conflict of interest;
- k) Not use or attempt to use the Village's funds, property or information for the personal benefit of the Councillor or for the personal gain or benefit of any other individual;
- l) Devote time, thought, and attention to the duties of a Councillor so effective and knowledgeable decisions can be made on behalf of the citizens and ratepayers;
- m) Develop and evaluate goals and policies through Council, to meet the needs and expectations of public;
- n) Attend Council orientation and ongoing training to foster a better understanding of a Councillors duties and responsibilities;
- o) Protect privileged information learned during the course of the duties of a Councillor and preserve confidentiality of information provided to them, concerning confidential matters of the Village;
- p) Not use confidential information to advance the personal, financial, or private interests of one's self or any other individual;

Read a first time this 17<sup>th</sup> day of July, 2018

Read a second time this 17<sup>th</sup> day of July, 2018

Read a third time and finally passed this 17<sup>th</sup> day of July, 2018.

*Dwight Davis*

Dwight Davis, Mayor

*Janet Edwards*

Janet Edwards, Village Manager