

**CODE OF CONDUCT
BYLAW NO. 2017-008**

BEING A BYLAW OF VILLAGE OF CAROLINE, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING A CODE OF CONDUCT FOR COUNCIL, AND OTHER BODIES ESTABLISHED BY COUNCIL, THE CONDUCT OF COUNCILLORS AND THE CONDUCT OF MEMBERS OF OTHER BODIES ESTABLISHED BY COUNCIL.

WHEREAS Section 146.1(1) of the *Municipal Government Act*, as amended, a Council must, by Bylaw, establish a code of conduct governing the conduct of Councillors;

AND WHEREAS Section 146.1(3) of the *Municipal Government Act*, as amended, a Council may, by Bylaw, establish a code of conduct governing the conduct of members of Council committees and other bodies established by the Council who are not Councillors;

AND WHEREAS Section 3 of the *Municipal Government Act* establishes Municipal Purposes;

AND WHEREAS Section 153 of the *Municipal Government Act* establishes General Duties of Councillors;

NOW, THEREFORE, upon compliance with the relevant requirements of the *Municipal Government Act*, the Council of the Village of Caroline, Province of Alberta, duly assembled, enacts as follows:

1. TITLE

- 1.1. This Bylaw may be referred to as the "Code of Conduct Bylaw".

2. DEFINITIONS

In this Bylaw:

- 2.1 "Act" means the *Municipal Government Act*, R.S.A. 2000, Chapter M-26
- 2.2 "Administration" means the Chief Administrative Officer (CAO) and all municipal employees under the CAO's authority.
- 2.3 "Chair" means the Mayor, Deputy Mayor or other person authorized to preside over a meeting.
- 2.4 "CAO" means the Chief Administrative Officer of Village of Caroline or designate.
- 2.5 "Conflict of Interest" means a pecuniary interest as described by s.170 of *Municipal Government Act* or a situation in which a member is in a position to derive personal benefit from actions or decisions made in their official capacity.
- 2.6 "Council" means the municipal Council of Village of Caroline.
- 2.7 "Councillor" means a member of Council who is duly elected and continues to hold office and includes the Mayor.
- 2.8 "Council Committee" means any committee, board or other body established by Council by Bylaw under the Act.
- 2.9 "In-Camera" means a meeting or portion of a meeting of Council without the presence of the public where the matter to be discussed is within one of the exceptions to disclosure in Division 2, of Part 1 of the *Freedom of Information and Protection of Privacy Act*.
- 2.10 "Member" includes a Councillor or a non-elected individual appointee of a Council Committee w.
- 2.11 "Pecuniary Interest" means a pecuniary interest as defined within the *Municipal Government Act*.

2.12 "Mayor" means the Chief Elected Official of the Village.

3. APPLICATION AND INTERPRETATION

3.1 The Code of Conduct attached as Schedule "A" to this Bylaw represents the Code of Conduct that is applicable to Councillors for Village of Caroline, Member(s) of Council committees, or members of other Boards or bodies on which Village of Caroline is represented.

3.2 The Code of Conduct attached as Schedule "A" to this Bylaw shall be observed in all proceedings of Council and Council Committees.

3.3 If there are any inconsistencies between this Bylaw and policies or procedures previously established by Village of Caroline, this Bylaw shall take precedence.

3.4 Councillors shall use this Bylaw as a guide to conduct themselves in a manner that reflects the spirit and intent of the position of public trust that they hold.

3.5 This Bylaw shall be presented as part of Council's orientation at the beginning of each term of Council.

3.6 This Bylaw may be reviewed at any time to meet legislative requirements, or as required.

3.7 References to provisions of statutes, rules or regulations shall be deemed to include all references to such provisions as amended, modified or re-enacted from time to time.

3.8 Nothing in this Bylaw relieves any person from compliance with any other Bylaw or applicable federal or provincial law, regulation, or enactment.

4. SEVERABILITY

4.1 If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion shall be severed and the remainder of the Bylaw shall be deemed valid.

5. EFFECTIVE DATE

5.1. This Bylaw comes into force and effect upon third and final reading.

READ A FIRST TIME this 12 day of December A.D., 2017.

READ A SECOND TIME this 12 day of December A.D., 2017.

READ A THIRD AND FINAL TIME this day 12 of December A.D., 2017.


MAYOR


CHIEF ADMINISTRATIVE OFFICER