



**CODE OF CONDUCT
MEMBERS OF COUNCIL
TOWN OF NEW TECUMSETH**

The Mayor and Members of Council for the Town of New Tecumseth recognize and respect their responsibilities and accountability to the public. To this end, Council has adopted a Code of Conduct that enshrines principles embodying high standards of conduct on the part of elected officials. In addition to the requirement to comply with provisions of legislation including the *Municipal Act, 2001*, the *Municipal Conflict of Interest Act*, *Municipal Freedom of Information and Protection of Privacy Act* and the *Criminal Code* members of council shall adhere to the following Code of Conduct:

1. GENERAL CONDUCT OF MEMBERS OF COUNCIL

Every member of Council shall at all times perform the functions of office in good faith and honestly and in the best interests of the Town.

2. CONFLICT OF INTEREST

No member of Council shall, in the discharge of official duties, provide preferential treatment to any relative, friend, organization, or group in which he or she or any relative or friend has a pecuniary interest.

No member of Council shall gain personal benefit or permit others to benefit from the access to information acquired in their official capacity, which is not generally available to the public through ordinary and proper channels.

3. RESPECTFUL INTERACTIONS

In the course of fulfilling their elected duties and responsibilities, members of council shall treat every person including members of the public, other members of council and staff with diplomacy, tact, and objectivity and shall demonstrate respect for the rights of all persons to hold his/her opinions.

4. MEDIA CONTACTS

Members of council shall ensure that decisions of Council are accurately communicated including decisions with which they personally disagree with the majority decision of Council.

The Mayor or in his/her absence the Deputy Mayor shall be the official spokesperson for the Town.

Press releases must be approved by the Mayor or in his/her absence by the Deputy Mayor.

5. CONFIDENTIALITY OF INFORMATION

- a) No member of Council shall disclose or release by any means to any member of the public, verbally or in written form, any confidential information or material acquired by virtue of their official position as a member of council.
- b) No member of Council shall permit any person, other than those who are appropriately entitled thereto, to inspect or have access to information, papers, or documents which are confidential.
- c) Formal procedures are in place, in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, which govern situations where a member of the public requests access to information which is regarded as confidential by the Town of New Tecumseth. These requests shall be forwarded to the Clerk.
- d) Where a member of council is unsure of the confidentiality of information, he/she shall confer with the Chief Administrative Officer or in his/her absence with the Clerk for advice.

6. POLITICAL ACTIVITY

Town resources, including staff, shall not be used in any election campaign.

7. USE OF TOWN PROPERTY, STAFF AND OTHER RESOURCES

No member of council shall use or permit to be used the Town facilities, equipment, supplies, services, staff or other resources for activities other than the business of the Town or activities sanctioned by the Town.

8. COMPLIANCE

Members of council acknowledge the importance of the principles contained in this Code of Conduct and agree to support and adhere to it. Members of Council make a declaration of office having the same force and effect as if made under oath when they assume their office in which they promise:

- To truly, faithfully and impartially exercise the office to the best of their knowledge and ability;
- To have not received and will not receive any payment or reward, or promise thereof, for the exercise of the office in a biased, corrupt or in any other improper manner,
- And to disclose any pecuniary interest, direct or indirect, in accordance with the *Municipal Conflict of Interest Act*.

The requirements of this Code of Conduct are consistent with the Declaration of Office and the fulfillment of the responsibilities of the office to which they have been elected.