



# DISTRICT OF WEST KELOWNA

## COUNCIL POLICY MANUAL

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Approval Date: August 14, 2012

**SECTION: GENERAL ADMINISTRATION**  
**SUBJECT: CODE OF ETHICS**

### PURPOSE:

The District of West Kelowna (the “District”) seeks to maintain and enhance the quality of life for all District of West Kelowna residents through effective, responsible and responsive government. To achieve this goal, the District of West Kelowna Council commits to strive to ensure that:

- Public business is conducted with integrity, in a fair, honest and open manner;
- They respect one another, the public and District staff and recognize the unique role and contribution each person has in making the District of West Kelowna a better place to work and live; and,
- Their conduct in the performance of their duties and responsibilities with the District of West Kelowna is above reproach.

### SCOPE:

This policy applies to the District of West Kelowna Council and all persons appointed as members of Boards, Committees, Commissions, Panels, Task Forces and other bodies by the District of West Kelowna Council (hereby collectively referred to as “Members”).

### POLICY:

Code of Ethics:

1. Act in the Public Interest-Members will conduct their business with integrity, in a fair, honest and open manner.
2. Conduct of Members-The conduct of Members in the performance of their duties and responsibilities with the District must be fair, open and honest. Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other Members, District staff or the public.
3. Respect for Process-Members shall perform their duties in accordance with the policies and procedures and rules of order established by the District governing the deliberation of public policy issues, meaningful involvement of the public and implementation of policy decisions of the District by District staff.
4. Use of Public Resources-Members shall not use District resources not available to the public in general, such as staff time, equipment, supplies or facilities, for private gain or personal purposes.
5. Positive Work Place Environment-Members shall treat other members, the public and District staff with respect and shall be supportive of the personal dignity, self-esteem and well-being of those with whom they come in contact with during the course of their professional duties.