



City of
Kelowna

Council Code of Conduct

June 5, 2023

Background

- ▶ Shared expectations for how Council conducts themselves
 - ▶ Interactions with each other, staff, public, other organizations
 - ▶ During Council meetings
 - ▶ Carrying out Council duties and responsibilities
- ▶ Promotes good governance
- ▶ Provincial Working Group on Responsible Conduct

Scope

- ▶ Applies to Council members
- ▶ Duties and responsibilities as elected officials
- ▶ Council appointments to boards, committees, etc.

Foundational Principles

- ▶ Act in the public interest
- ▶ Conduct business with integrity
- ▶ Fair, honest and open
- ▶ Core ethical values of honesty, integrity, respect, transparency, leadership, collaboration and accountability

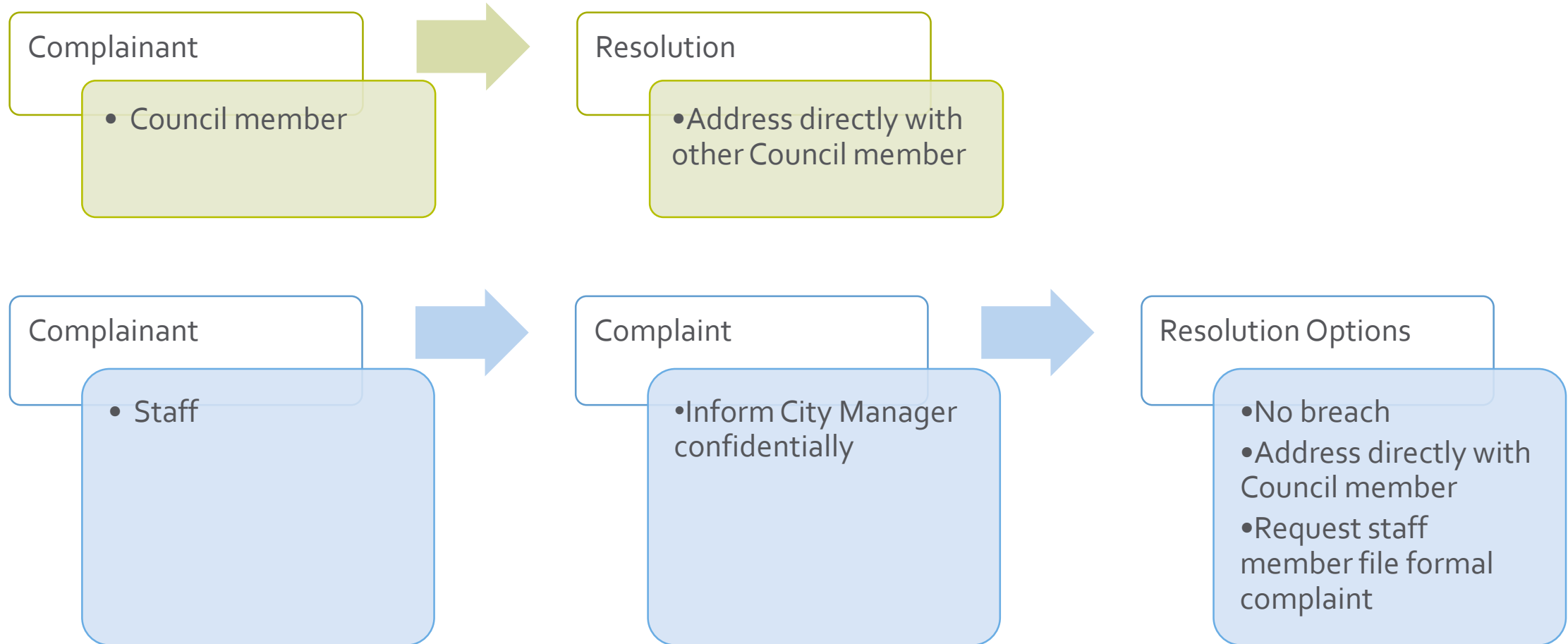
Code of Conduct Contents

Staff will display the draft Code of Conduct Bylaw for discussion

Complaint & Resolution Procedures

- ▶ Informal resolution
 - ▶ Preferred over formal sanctions
- ▶ Submitting complaints
- ▶ Reviewing complaints
- ▶ Formal sanctions
 - ▶ Limited options
 - ▶ Expensive when involving third parties
- ▶ Administrative fairness

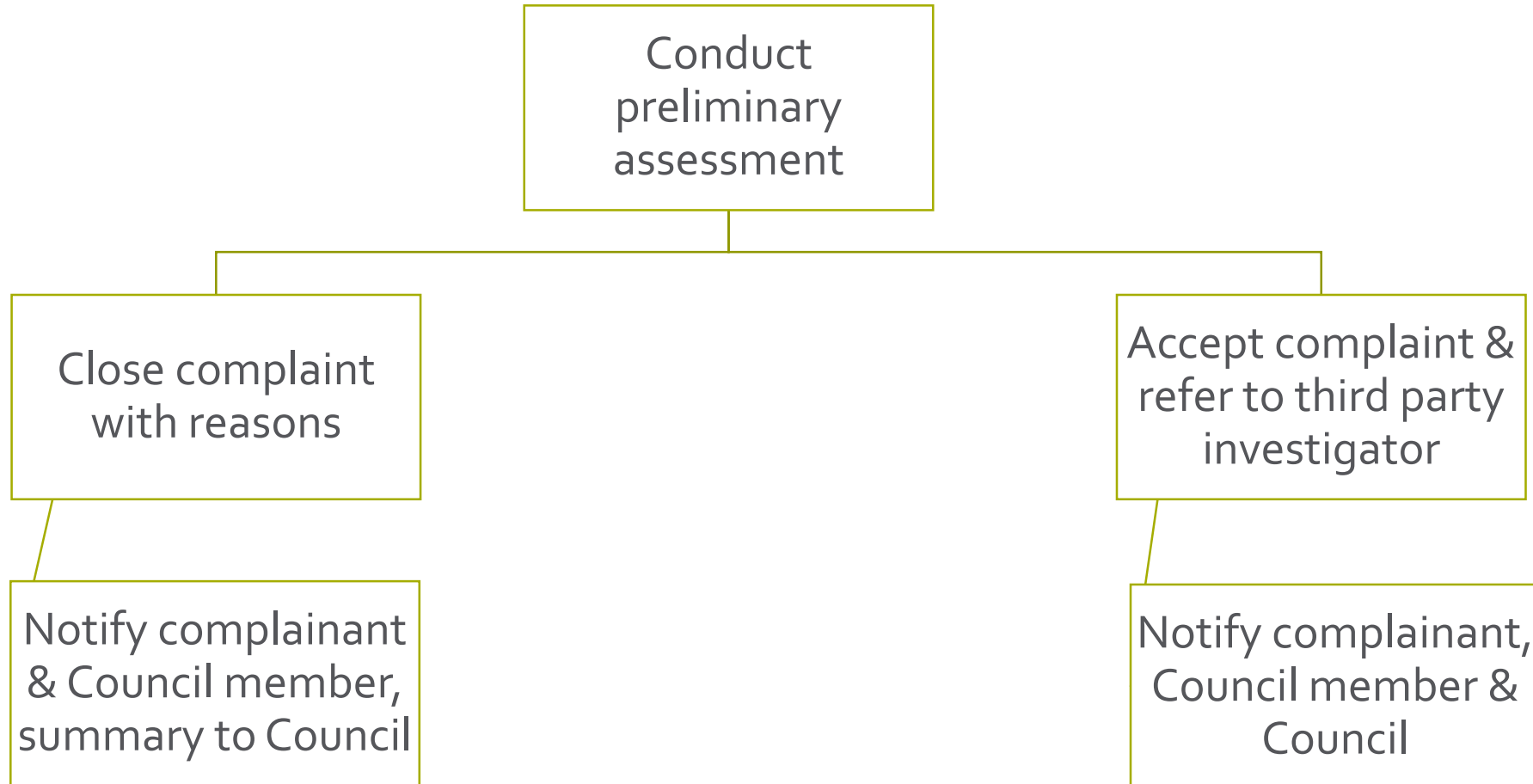
Informal Resolution (s. 32-34)



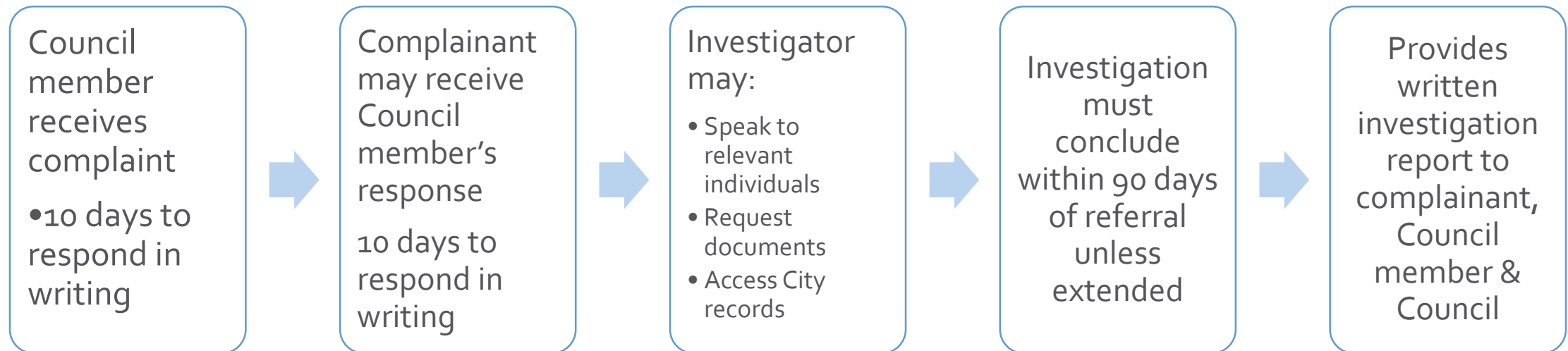
Complaint Procedure (s. 35-39)

Who	How	Content	Other Provisions	Suspension of Complaints
<ul style="list-style-type: none"> • Council member • Staff • Resident of Kelowna 	<ul style="list-style-type: none"> • In writing • Within 30 days of alleged breach 	<ul style="list-style-type: none"> • Complainant's name • Council member's name • Conduct in breach • Date of conduct • Relevant parts of the Code • Basis for knowledge of conduct 	<p>City Manager or Corporate Officer may:</p> <ul style="list-style-type: none"> • accept complaint that does not comply if circumstances warrant • extend up to 30 days 	<p>In local election year or if Council member is running for federal or provincial election</p>

Assessment & Referral (s. 40-43)



Investigation & Reporting (s. 46-52)



Decision (s. 53-56)

- ▶ Council considers & decides on remedies within 45 days of receiving investigation report
- ▶ Council member has opportunity to comment on determinations & recommendations
- ▶ Generally considered in an open meeting
- ▶ Release investigation report or summary and Council decision within 30 days of decision

Remedies

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Conclusion

- ▶ Promotes accountability, transparency, respect, effective & efficient decision-making
- ▶ Confidentiality and privacy underly each step
- ▶ Meaningful complaint & resolution process critical to success



Questions?

For more information, visit kelowna.ca.