

Manitoulin-Sudbury District Services Board POLICY & PROCEDURES MANUAL	
Section: B. General Administration	Effective Date: June 1, 2011
Topic: 2. Governance	Replaces: July 1, 2010
Subject: 2.09. Board Members Code of Conduct	
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POLICY

The Board expects of itself and its members ethical, businesslike and lawful conduct. This commitment includes proper use of authority and appropriate group and individual behaviour when acting as Board Members.

1. Board Members are expected to consider and represent the interests of DSB, its membership and its community as a whole in preference to any other interests, which that member may also have or represent;
2. Board Members must declare a conflict of interest with respect to their fiduciary (trustee) responsibility;
 - i) There must be no conduct of private business or personal services between any member and DSB, except as procedurally controlled to assure openness, competitive opportunity and equal access to “inside” information;
 - ii) Board Members must not use their position to obtain for themselves, family members or close associates, employment within the organization;
 - iii) Should a Board Member apply for or be considered for permanent employment, s/he must temporarily withdraw from Board deliberation, voting and access to applicable Board information;
 - iv) Where a Board Member has an interest in DSB business involving potential monetary or non-monetary effect, either business or personal, s/he must declare that conflict and the Board shall consider the conflict and determine whether the Member may participate in discussion or voting on that issue.
 - v) **The DSB by policy will require that where the DSB is involved in the purchase of property from a member municipality and a member of the DSB Board is a member of council for that particular municipality, s/he must declare that a conflict exists and s/he must temporarily withdraw from Board deliberation, voting and access to applicable Board information.**

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3. Board Members may not attempt to exercise individual authority over DSB except as explicitly set forth in Board policies:
 - i) Board Member's interaction with the CAO or with staff must recognize the lack of authority in any individual member or group of members, except as noted above i.e. only the Board as a whole has authority;
 - ii) A Board Member's interaction with the public, press or other media entities must support decisions taken by the Board as a whole;
 - iii) Board Members will make no judgments of the CAO or staff performance except as that performance is assessed against explicit Board policies.