



## Council-CAO Covenant

That Council values a respectful workplace for the employees of the City of Duncan. In honour of this commitment, we as Member of the City of Duncan Council agree:

1. To respectful treatment of each other in Council and outside of Council. We will remind each other of this responsibility in formal and informal meetings by raising point of privilege. We agree to be conscious of our behavior as both an active listener and a speaker, especially when stress and disagreements arise. We can each take personal responsibility by giving informal check ins before meetings begin, when possible.
2. We value and support passionate, robust debate, and believe this can be accomplished in a respectful manner.
3. Council's responsibility is to our constituents.
4. We will be cognizant that Council is always in the public eye, and our conduct in meetings and in the public has the potential to affect Council's effectiveness.
5. That the emphasis of all discussion will be on understanding the problem, not assigning blame.
6. That participants will respect the views of others and allow others the opportunity to speak without interruption (including no private/side conversations).
7. That discussions should be kept on target. If there are other matters to raise, participants will wait until the item under discussion has been fully discussed and resolved.
8. That if we are not going to attend a Committee or Council meeting, it is our duty to inform the appropriate individuals of our absence. If one is unable to attend on a regular basis, we will withdraw our name from the Committee.
9. To refer any complaints, either written or verbal, about the decisions of the Council or the actions of administration, to the CAO for review, comment and follow-up (as appropriate).
10. To refrain from making any commitments on behalf of the Council to individual citizens or groups other than to take the request up with the Council and/or CAO and to respond appropriately.

- 11. To refrain from any public criticism of our administration and to follow our respectful workplace policy.
- 12. To act as good stewards of the City and as public servants of our citizens through ethical conduct.
- 13. to refrain from becoming involved in the day to day business of the corporation. Governance and policy level decisions are where our resources should be concentrated.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2013

Signatures:

Mayor \_\_\_\_\_

Councillor \_\_\_\_\_

Councillor \_\_\_\_\_

Councillor \_\_\_\_\_

Councillor \_\_\_\_\_

Councillor \_\_\_\_\_

Councillor \_\_\_\_\_

*This document will be reviewed every three years with each Council for content and applicability.*