

## **Regional Subdivision and Development Appeal Board**

### **Code of Ethics for Members of the SDAB**

The purpose of this Code of Ethics is to recognize that Members of the SDAB must not be inhibited from performing their duties of fairness in the conduct of any Hearing and to maintain the objectivity and impartiality of individual Members.

Members of the SDAB shall:

1. Conduct themselves in a manner that ensures that those persons appearing before them receive a fair hearing and that such persons receive the knowledgeable and unbiased application of applicable legislation, bylaws and policies.
2. Approach each Hearing with an open mind with respect to every issue, and avoid doing or saying anything that would cause anyone to think otherwise.
3. Conduct all Hearings expeditiously, preventing unnecessary delay, while ensuring the opportunity of all parties to present their case.
4. At all times show respect for the parties and their representatives appearing before them and show respect for the Board and the Hearing process through their demeanor, timeliness, dress and conduct throughout any Hearing.

Members of the SDAB shall not:

1. Use or disclose confidential information obtained by them in any Hearing for personal gain nor for the gain of any other person or organization.
2. Disclose any confidential information obtained by virtue of acting as a Member of the SDAB.
3. Discuss the subject matter of an appeal outside of a Hearing or Board deliberations with any party or person including other SDAB members, parties to the appeal, and the general public.
4. Use their position as a Member of the SDAB for private gain or to secure privileges, favors or exemptions for themselves or any other person or organization.
5. Participate in any way whatsoever in a Hearing in respect of which the Member has or may appear to have a personal or commercial bias or a pecuniary interest, except where the Member has disclosed any such potential bias or interest to all participants present at the Hearing and all Board Members and parties agree that the Member may continue to participate in the Hearing. This provision does not apply in the case of an objection raised by a party appearing before the Board alleging that a Member is biased or has the appearance of bias and the Member, on a good faith basis, disagrees with the party making such objection.

6. Attempt to influence the outcome of any Hearing in which a member has a personal or commercial interest.
7. Give preferential treatment to any person or communicate directly or indirectly with any person with an interest in a Hearing except in the presence of the Board panel and the parties appearing at a Hearing.
8. Impede the Board from carrying out its purpose or adversely affect the integrity of the Board.

Members agree that abiding by this Code of Ethics is of utmost importance and agree that they will abide by all confidentiality provisos in perpetuity.

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SDAB Member's Signature

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Date

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SDAB Member's Name (Printed)

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Witness Signature