



**Code of Ethics for Members of the  
Subdivision and Development Appeal Board (SDAB)**

Recognizing that as Members of a quasi-judicial body, Members must not be inhibited from performing their duties of fairness and fullness in conduct of any Hearing.

Therefore Members shall:

1. Conduct themselves in such a way as to endeavor to ensure that those persons appearing before them receive a full and fair hearing and that such persons receive the knowledgeable and unbiased application of the laws of the Province of Alberta and the bylaws and policies of the City of Edmonton.
2. Approach every Hearing with an open mind with respect to every issue, and shall avoid doing or saying anything that could cause any one to think otherwise. Members shall, however, endeavor to conduct all Hearings expeditiously, preventing unnecessary delay, while ensuring the opportunity of all parties to present their case.
3. 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 his or her demeanor, timeliness, dress and conduct throughout any Hearing.

Members 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.
2. Disclose any confidential information obtained by them by virtue of acting as a member of the SDAB.
3. Use their position for private gain or to secure privileges, favors or exemptions for themselves or any other person.
4. 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 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.



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5. Attempt to influence the outcome of any Hearing in which a member has a personal or commercial interest by discussing the matter with other SDAB members outside of a Hearing.
6. 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 the Hearing.
7. Impede the Board from carrying out its purpose or adversely affect the integrity of the Board.

The Chair and Presiding Officers shall ensure that decisions are made and written in accordance with their subjective good faith understanding of generally accepted administrative law practices and procedural rules as required by law.

Members agree that preservation of these guiding principles is of utmost importance and agree that they will continue to abide by the confidentiality provisos in perpetuity.

\_\_\_\_\_  
SDAB Member's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
SDAB Member's Name (Printed)

\_\_\_\_\_  
Witness