



**Subject:** *Elected Officials Code of Conduct 2024*  
**To:** Corporate & Residential Services Committee  
**Date Prepared:** November 7, 2024  
**Related Motions:**  
**Prepared by:** Kim Ramsay, CPA, CAO  
**Approved by:** Kim Ramsay, CPA, CAO

### Summary

Following significant consultation with municipalities in September 2022, March 2023, and September 2023 on the code of conduct framework, the Elected Officials Code of Conduct was legislated into effect in the Fall of 2024. The regulation requires municipalities and villages to adopt a code of conduct consisting of the model code of conduct as outlined in the regulations, within 60 days of the general election, December 19, 2024.

The municipal code of conduct is an important tool for promoting integrity and accountability within local government in Nova Scotia. This code provides clear guidelines for elected members of council, supporting them in upholding the high standards expected by their communities. By strengthening good governance, the code will bring lasting benefits to municipalities and villages across the province, furthering our shared commitment to serve the public with transparency and excellence.

The Code of Conduct recommended in this report has all of the elements of the new legislated Code along with elements from the existing Municipality of East Hants Code of Conduct.

### Financial Impact Statement

None.

### Recommendation

Recommend that Council adopt the new Elected Official Code of Conduct, with East Hants additions (in green), as presented in this report and that Council Procedural Policy be amended to not include the Code of Conduct information.

### Recommended Motion

**Regular Meeting of Council (Policy & In-Camera) - November 12, 2024**

***Move that the Corporate & Residential Services Committee recommends to Council that Council give notice of intent to approve the Elected Officials Code of Conduct as attached to the Executive Committee agenda dated November 12, 2024, and that the Council Procedural Policy be amended to remove Code of Conduct content.***

**Regular Meeting of Council - November 20, 2024**

***Move that the Corporate & Residential Services Committee recommends to Council that Council approve the Council Procedural Policy as attached to the Executive Committee agenda dated November 12, 2024;***

***and, that the Council Procedural Policy be amended to remove Code of Conduct content (as posted to the Council agenda);***

***and, that an independent investigator be chosen by the CAO from the AMANS call for qualifications.***

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## Background

In January 2022, the Code of Conduct Working Group was established to develop a set of recommendations on the code of conduct framework, which included content to include in the code, sanctions that may be imposed if a breach occurred, and options for an investigator model. This collaborative working group included representatives from the Nova Scotia Federation of Municipalities (NSFM), the Association of Municipal Administrators of Nova Scotia (AMANS), the Association of Nova Scotia Villages (ANSV), and the Department of Municipal Affairs and Housing (DMAH).

Following significant consultation with municipalities in September 2022, March 2023, and September 2023 on the code of conduct framework, the Code of Conduct Working Group developed 25 recommendations that were all accepted by the Minister of Department of Municipal Affairs and Housing.

The code of conduct framework is now in effect, which requires municipalities and villages to adopt a code of conduct consisting of the model code of conduct as outlined in the regulations, within 60 days of the general election, December 19, 2024.

## CURRENT CODE

East Hants' current code is part of the Council Procedural Policy. This policy will be amended to remove the elements that have been moved to the new Elected Officials Code of Conduct.

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## Discussion

Council has no choice but to approve the legislated version of the Code. There is some discretion whether the new Code contains the green selections (which come from the Council Procedural Policy).

The additions to the model code include:

- The purpose of having a code of conduct
- Council's responsibility under the code to review and make amendments as appropriate
- Council member's responsibilities
- Clarifying obligations to citizens
- Communicating with provincial and other levels of government officials (added to Council Procedural Policy in 2024)
- Supportive language for those who make complaints

## STRATEGIC ALIGNMENT

The Municipality strives to be legislatively compliant in the work that we do.

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## Alternatives

Council could choose to adopt the model Code without any East Hants amendments.

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## Attachments

Letter to Municipalities re Code of Conduct  
Schedule - Code of Conduct Framework Recommendations  
Appendix A to Schedule Standard Code of Conduct  
Appendix B to Schedule Sanctions and sanction Framework  
Appendix C to Schedule Complaint and Investigator Process