

BY-LAW 19-11

A BYLAW TO REGULATE THE CODE OF CONDUCT OF COUNCIL IN THE TOWN OF SAINT ANDREWS

1. Authority

- 1.1. The Council of the Town of Saint Andrews, under the authority vested in it by sections 10 of the *Local Governance Act*, enacts a Code of Conduct as follows.
- 1.2. Paragraph 10(2)(b) of the *Local Governance Act* stipulates that a local government shall make a bylaw establishing the code of conduct for members of Council prescribed by regulation.
- 1.3. Regulation 2018-64 states that for the purposes of paragraph 10(2)(b) of the *Local Governance Act*, a by-law made by a local government to establish a code of conduct for members of council shall include the following matters:
 - (a) the values to which members of Council are expected to adhere;
 - (b) the behaviour by the members of Council toward other members of council, officers, employees and residents of the local government, including provisions respecting bullying, discrimination and harassment by members of Council;
 - (c) the use of local government property, resources and services by members of Council; and
 - (d) the use of communication tools and social media by members of Council.

2. Definitions

- 2.1. In this bylaw,
 - 2.1.1. “**Code of Conduct**” means ethics and rules of conduct that guide and govern members of Council during municipal proceedings and interactions;
 - 2.1.2. “**Council**” means the Town Council for the Town of Saint Andrews;
 - 2.1.3. “**Grounds of discrimination**” means the sixteen grounds defined in the *New Brunswick Human Rights Act*: age, marital status, religion, physical disability, mental disability, race, colour, ancestry, place of origin, national origin, social condition, political belief or activity, sexual orientation and sex, including pregnancy;

- 2.1.4. **"Harassment"** means a course of conduct (including comments, gestures, innuendo and displaying materials of sexual or other discriminatory nature) that is known or ought reasonably to be known to be offensive or unwelcome to the recipient. It can also be a course of conduct or behaviour that includes verbal, physical and emotional abuse which creates an intimidating or offensive work environment for the recipient;
- 2.1.5. **"Social media"** means computer-mediated technologies that enable users to create and share content or to participate in social networking.

3. Scope

3.1. The scope of this bylaw is to establish:

- 3.1.1. the values to which members of Council are expected to adhere;
- 3.1.2. the behaviour by the members of Council toward members of council, officers, employees and residents of the local government, including provisions respecting bullying, discrimination and harassment by members of Council;
- 3.1.3. the use of local government property, resources and services by members of Council; and
- 3.1.4. the use of communication tools and social media by members of Council.

The Policy

3.2. Council Values

- 3.2.1. Council will exhibit the highest level of professionalism in all dealings maintaining the principles of integrity, objectivity, impartiality and transparency;
- 3.2.2. Council will be fully compliant with the conflict of interest provisions found in the *Local Governance Act*; and
- 3.2.3. Council shall respect all applicable Federal and Provincial Acts and Regulations; Municipal Bylaws and Policies and implement these in a fair, objective manner without favouritism.

3.3. Council Behaviour

- 3.3.1. Council shall maintain decorum at Council Meetings in accordance with the Town Procedural Bylaw;
- 3.3.2. Council shall maintain strict confidentiality of matters discussed in Closed Session;
- 3.3.3. Council will treat all persons with respect and dignity; and
- 3.3.4. Council will adopt a zero-tolerance policy for bullying, discrimination or harassment.

3.4. Use of Municipal Properties

3.4.1. Municipal property, resources and services shall only be used for official business and no personal use of municipal property, resources or services is permitted by Council;

3.5. Communications and Social Media

3.5.1. The Mayor is the voice of Council and spokesperson for the Town with the media and other Council members should refrain from interaction with the media unless directed otherwise by the Mayor;

3.5.2. The Mayor should refrain from making personal comments or comments that may be perceived as criticizing Council members in the media;

3.5.3. The use of communication tools by Council is permitted to inform and solicit opinions from constituents on Town matters provided that the content of the communication does not conflict with Council decisions.


4. In witness whereof, the Town of Saint Andrews has caused its corporate seal to be affixed to this by-law the 13 day of January, 2020.

READ A FIRST TIME THIS	4 TH DAY	OF NOVEMBER	,2019
READ A SECOND TIME THIS	2 ND DAY	OF DECEMBER	,2019
MEETING OF OBJECTIONS	6 TH DAY	OF DECEMBER	,2019
READ A THIRD TIME THIS	13 TH DAY	OF JANUARY	,2020
SIGNED AND PASSED THIS	13 TH DAY	OF JANUARY	,2020





Mayor Doug Naish



Chris Spear - Acting Clerk