

## **Bulletin #2020-23**

### MUNICIPAL RELATIONS

#### **Important Notice to All Elected Officials and Chief Administrative Officers**

## COUNCIL MEMBERS' CODES OF CONDUCT SAMPLE BY-LAW

*The Municipal Amendment Act* (Strengthening Codes of Conduct for Council Members) requires all municipal councils to pass a code of conduct by-law, and all council members to complete provincially-developed online training on respectful conduct. The Council Members' Codes of Conduct regulation defines the minimum standards and values that must be included in council codes of conduct, standardizes the complaints and appeals procedures for code of conduct violations and, expands the list of sanctions available to councils to address violations of the code of conduct. The Act and regulation come into effect concurrently on November 1, 2020.

To enable municipalities to come into compliance with the code of conduct legislative framework, Municipal Relations has developed a sample council code of conduct by-law (attached). The sample by-law meets the minimum requirements prescribed in the Council Members' Codes of Conduct regulation. Councils are encouraged to review the sample by-law and strengthen it as required to meet the specific needs of their municipality. All councils must have a code of conduct by-law in place by November 1, 2020. To promote good governance and accountability, councils are required to review their code of conduct by-law annually to ensure it continues to meet the needs of the municipality.

The sample by-law reflects extensive consultations with the Association of Manitoba Municipalities, the Manitoba Municipal Administrators' Association, and elected officials and Chief Administrative Officers across Manitoba. Thank you to everyone who took the time to provide their feedback; and most recently to those of you who provided comments in response to the posting of the draft Council Members' Codes of Conduct regulation on the Manitoba Regulatory Consultation Portal.

You will also see your feedback reflected in the supporting tools, resources and guidelines, and the mandatory training set to be released in the coming weeks. The training and tools build on the content in the sample by-law; further clarifying expectations of council members, defining and providing examples of the spectrum of behaviours from respectful behaviours to harassment and/or bullying, and detailing the procedures prescribed in the Council Members' Codes of Conduct regulation. All council members must complete the training within six months of the legislation coming into effect (May 1, 2021), and within six months of being elected or re-elected.

If you have any questions or concerns with regards to the sample code of conduct by-law, please reach out to a Municipal Services Officer or email [mrmca@gov.mb.ca](mailto:mrmca@gov.mb.ca).

*Department of Municipal Relations  
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