



MONCTON

CODE OF ETHICS AND CONDUCT

Ethics and rules of conduct that **GUIDE AND GOVERN ELECTED COUNCILLORS** during city council proceedings and during their functions on behalf of the municipality.

MAIN OBJECTIVE

A) To give Councillors representing the City of Moncton within municipal organizations a tool with which they can carry out their tasks and responsibilities more easily by adhering to rigorous values and moral principles as well as sound ethical standards.

B) To provide a means whereby city council proceedings are conducted with respect and decorum for anyone attending meetings and assemblies that involve municipal affairs.

GOVERNING PRINCIPLE

CITY COUNCILLORS SHALL:

A) Carry out their functions and organize their business affairs so as to preserve and maintain the confidence of citizens with regard to the integrity, objectivity, impartiality and transparency of the decisions made by the municipality, or the municipal organizations with which they are affiliated.

B) Adopt prudent and open conduct so as to preserve and maintain the confidence of citizens with regard to the integrity, objectivity, impartiality and transparency of municipal institutions and those who manage them.

C) To prevent conflicts of interest, they shall:

- avoid being or knowingly placing themselves in situations that may lead to a conflict of interest or that may put their personal interests or those of their relations in conflict with the sound execution of their duties, tasks and functions.
- refrain from holding direct or indirect interest in any contract with the City of Moncton or a municipal organization.
- make public any facts or situations that could put their or their relatives' or relations' personal interests in conflict with the duties, tasks and responsibilities of their office.
- avoid any situation that could damage their reputation, that of the municipality, or of a municipal organization.

D) To preserve a sense of honour and integrity, they:

- consider that using confidential information—to which they are privy by virtue of their position—for their or their relatives' or relations' own personal interests is dishonest and reprehensible.
- adopt an attitude of restraint with respect to facts or information that could damage the interests of the municipality or a municipal organization.
- refrain from soliciting, accepting or receiving a benefit for themselves or the irrelatives or relations in exchange for a pronouncement, intervention or service.
- refrain from using or allowing the use of the municipality's or a municipal organization's resources, goods or services for purposes other than those for which they were intended (for operational or administrative purposes—not to serve particular interests).

E) To preserve respect for the effective, democratic local government, represented by the members of the Moncton city council, they:

- respect the legislative and administrative provisions that govern the municipality's and municipal organizations' decision-making mechanisms.
- forego partisan work connected to the election of a council member and refrain from any political alliance that could prevent them from performing their duties with absolute integrity, objectivity and impartiality.
- respect the established line of authority within the organization, as well as the structure of the decision-making process.

F) To ensure sound and effective management and a profound sense of social responsibility, they:

- understand and respect the City of Moncton's Respectful Workplace Policy.
- abstain from any offensive comments on the issues facing the municipality or its organizations.
- endeavour to serve their community's best interests and strive for the betterment of the organization.
- seek to constantly improve their related knowledge and skills.
- develop a positive attitude by refraining from unfounded criticism or judgment of any member of a municipal or affiliated organization.

G) To ensure exceptional service, they:

- perform their role as Councillors in accordance with the mission, vision, values and guidelines of the City of Moncton.
- promise to meet the needs of their citizens, without any discrimination, and taking into account the collective interest.
- ensure that staff understand and abide by their employer's policies and rules and implementation of same.
- develop attitudes and behaviours that promote transparent, frank, honest, courteous, respectful and polite communications between the population, city council, staff (municipal employees) and municipal organizations.
- act with discretion with the same concern for justice and equity for all.

CORRECTIVE MEASURES

A) The city council is responsible for enforcing this code and taking any corrective measures.

B) Any Councillor may request that Council discuss a breach of this Code during a private session.

C) Council may impose, by majority vote, one or more sanctions on Councillors or who fail to abide by this Code.

D) Councillors may contest the corrective measure set by Council and request that a lesser or more lenient measure be set, as the case may be.

E) Depending on the nature and severity of the Code of Ethics and Conduct violation, Council may impose the following measures:

- a verbal apology;
- a written apology;
- a verbal retraction of what was said;
- a written retraction of what was said;
- a public or private reprimand by Council;
- expulsion from the meeting room for the remainder of the meeting;
- any other action deemed necessary by the council through a majority vote by the members present.

CONFLICT OF INTEREST

Conflicts of interest are governed by section 90.1 to 90.91 of the *Municipalities Act*.