

Town of Truro – Policy & Procedure Manual

Subject: Code of Conduct for Municipal Elected Officials Amendment to Schedule A

Policy Number: P190-005

Approval Date: October 3, 2025

Departments: Council

**In the matter of Section 520 of Chapter 18 of the Acts of 1998,
the *Municipal Government Act***

-and-

**In the matter of an amendment to the
Code of Conduct for Municipal Elected Officials Regulations
made by the Minister of Municipal Affairs**

Order

I, John Lohr, Minister of Municipal Affairs for the Province of Nova Scotia, pursuant to Section 520 of Chapter 18 of the Acts of 1998, the *Municipal Government Act*, hereby amend the *Code of Conduct for Municipal Elected Officials Regulations*, N.S. Reg. 219/2024, made by order of the Minister of Municipal Affairs and Housing dated October 15, 2024, in the manner set forth in the attached Schedule "A".

This order is effective on and after the date it is filed with the Registrar of Regulations.

Dated and made October 3, 2025, at Halifax Regional Municipality, Province of Nova Scotia.



Honourable John Lohr
Minister of Municipal Affairs

Schedule “A”

**Amendment to the *Code of Conduct for Municipal Elected Officials Regulations*
made by the Minister of Municipal Affairs
under Section 520 of Chapter 18 of the Acts of 1998,
the *Municipal Government Act***

- 1 Section 2 of the *Code of Conduct for Municipal Elected Officials Regulations*, N.S. Reg. 219/2024, made by order of the Minister of Municipal Affairs and Housing dated October 15, 2024, is amended by repealing the definition of “elected official” and substituting the following definition:

“elected official” means any council member, including the mayor or warden;

- 2 Subsection 5A(2) of the regulations is amended by striking out “the effective date of this Section” and substituting “April 1, 2025”.

- 3 The regulations are further amended by repealing Section 6 and substituting the following Section:

Requirements for investigator

- 6 (1) An investigator must have experience conducting investigations and applying the principles of natural justice and procedural fairness.
- (2) If an investigator receives multiple complaints about the same subject matter, the investigator must consolidate the complaints and investigate them together, unless doing so would compromise the principles of natural justice or procedural fairness.
- (3) A municipality must publish an investigator’s contact information on its publicly accessible website.
- (4) A municipality must ensure that no conflict of interest exists between the investigator and the parties involved in a complaint.
- 4 The regulations are further amended by repealing Section 7 and substituting the following Section:

Complaints

- 7 (1) A complaint may only be made by a council member in the municipality in which the subject of the complaint is a council member.
- (2) A council member may not submit a complaint on behalf of any other person or entity.
- (3) A complaint must be made to an investigator no later than 6 months after the date that the complaint is discovered.
- (4) For the purposes of this Section, a complaint is discovered on the following applicable date:
- (a) the date that the complainant first knew or ought reasonably to have known that the council member's conduct or action was potentially in breach of the code of conduct;
- (b) for conduct or an action that is continuous, the date that the council member's action or conduct ceases;
- (c) for conduct or a series of actions that is repeated, the date that the council member's last conduct or action in the series occurs.
- 5 Section 13 of the regulations is amended by adding "and" immediately after "occurred".
- 6 Clauses 18(1)(g) and (k) of the regulations are amended by adding "of" immediately after "period."
- 7 Schedule "A" to the regulations is amended by
- (a) adding "is" immediately after "that" in subclause (ix) of the definition of "confidential information";
- (b) adding "the" immediately after "regarding" in subsection 18(4); and
- (c) adding "the" immediately after "regarding" in clause 18(6)(b).