

December 2, 2024

The Municipal Council for the Municipality of the County of Pictou met in the Council Chambers of the Municipal Administration Building by videoconference and teleconference on Monday, December 2, 2024, at 7:00 p.m.

PRESENT

Dist:

- 1 Clr. Joe MacDonald
- 2 Clr. Deborah Wadden
- 3 Clr. Darla MacKeil
- 4 Clr. Ronald Baillie
- 5 Deputy Warden Wayne Murray
- 6 Warden Robert Parker
- 7 Clr. Donald Parker
- 8 Clr. Larry Turner
- 9 Clr. Peter Boyles
- 10 Clr. Randy Palmer
- 11 Clr. Andy Thompson
- 12 Clr. Chester Dewar

ABSENT

Evan Hale, Director of Emergency Services

IN ATTENDANCE

Brian Cullen, CAO Municipal Clerk-Treasurer
Sueann Musick, Director of Corporate Services/Deputy Clerk
Karen Cornish, Deputy Municipal Treasurer
Logan McDowell, Director of Public Works & Development
Shellie Pettipas, Administrative Assistant
Adam MacInnis, Communications Officer

CALL TO ORDER & LAND ACKNOWLEDGEMENT

Warden Parker called the meeting to order and invited Councillors to pray or reflect, as may be their preference, to help Council focus and properly do the work of the Municipality and to remember our Indigenous communities. He acknowledges that we are on the ancestral territorial lands of the Mikmaq people and would like to thank the Mikmaq people today for their ancestors sharing these precious lands with all our ancestors, whether they arrived here 400 years ago or four years ago. May we all live in peace and harmony together.

Warden Parker acknowledged that Ross MacDonald, Municipal Advisor, and Marco MacLeod, newly re-elected Pictou West MLA, were present.

AGENDA

It was moved by Clr. Boyles and seconded by Clr. Turner that the agenda be approved as presented. **Motion Carried**

EMERGENCY RESOLUTIONS

Clr. Wadden requested a discussion regarding the MOPC Broadband Project Christmas event and felt it was an inappropriate time to hold this event. Clr. Wadden said that an attempt was made to add it to the agenda following protocol and felt it was concerning that, as a Councillor, this addition could not be done. Clr. Wadden asked for Councillor's support to add this discussion as an emergency resolution.

Motion Carried
Nay Votes: Clr. Peter Boyles
Warden Robert Parker

ERRORS AND OMISSIONS/CORRECTION OF MINUTES

Warden Parker asked if there were any errors, omissions, or corrections in the minutes for the November 6, 2024 Council Meeting. The minutes of the November 6, 2024, Council Meeting were reviewed by the Municipal Council. Warden Parker proclaimed the minutes of the meeting of November 6, 2024, as the official record of the meeting.

Clr. Wadden previously sat on the Trenton Source Water Protection Committee and asked for confirmation of committee nominations to ensure there had been no oversight. Warden Parker confirmed there was no oversight and said it was a matter of balancing councillor's to the Committees.

CORRESPONDENCE

- a. Thank you from Trenton Middle School, Tatamagouche Regional Academy, McCulloch Education Centre, New Glasgow Academy, Pictou Academy, Salt Springs Elementary, Walter Duggan Consolidated School for the contributions to the Backpack and Breakfast programs.
- b. Thank you from the Riverview Volunteer Association for grant funding for lifeguard and CHAD transportation services.
- c. Thank you from Pictou County 4H and its award-winning members, Bella Livingstone, Gibson Jardine Chisholm, and Ainslie MacDonald.
- d. Thank you from Jen Bethell of the Nova Scotia Association of Garden Clubs for the grant sponsoring its annual convention in Pictou County.
- e. River John Community Action Society Petition for Sidewalks.

f. Pictou County Fuel Fund request for funding.

Clr. Baillie asked Mr. McDowell if the standard for installing sidewalks was still the same. Mr. McDowell said that provincial standards must be followed; it ultimately comes down to what the province will allow. Clr. Baillie asked if this discussion could be added to the next Property Services meeting and if more information could be available.

PRESENTATION – PICTOU COUNTY FOOD BANK (EAST)

Shelley Manning and Courtney Sharp presented to Council members and shared information about the Pictou County Food Bank East, located at 410 Granville Street, New Glasgow, which serves families throughout Pictou County. Ms. Sharpe said that the food bank recently became accredited through the National Standards of Excellence through the Food Bank of Canada and is the first in Nova Scotia to do so.



PICTOU COUNTY FOOD BANK EAST

Presentation to Municipality of Pictou County



A little bit about us...

- Located on 410 Granville Street, New Glasgow
- Serve families throughout Pictou County - Mon/Wed/Fri
- Managed and operated solely by volunteers
- Home delivery available on Wednesdays
- Food Bank Canada National Standards of Excellence



Our clients...

- 1464 households throughout Pictou County
 - 264 new households (YTD)
- 44 % in single person households
- Approximately
 - - 30% are 55 years or older
 - - 60% are between 25 and 54 yrs old
- Jan 1 - Oct 31, 2024
 - 6465 households - 15,741 individuals served

Clients are eligible to receive an order once/month



Operations

- Food industry partners & private donors
- Volunteers
- Operational costs increasing
 - Food prices, gas prices, power
- Demand is also increasing



How does it work?

- Clients need to come to our location (410 Granville Street) and provide some basic information
 - Name & Date of Birth for each member of the household
 - Address & Phone Number
 - Need to provide ID for each member of the household



Thank You

Questions?

Clr. Boyles asked if people who received assistance in the past have come back to donate. Ms. Manning said that clients' gratitude and appreciation are phenomenal. There is no income cap for coming to the food bank, and Ms. Manning said that it is seen a lot that there are people who come back and want to give back after having received help.

Clr. Palmer asked what it meant to receive the Standard of Excellence recognition. Ms. Manning said that this award was new for the Food Banks of Canada and needs to be implemented by May 2025 to receive support from The Food Bank of Canada. The Pictou East Food Bank receives support from Feed Nova Scotia, which gets support from the Food Bank of Canada. The accreditation covers cleanliness up to the board's standards, policies, and programs, which show that the standard is being followed second to none. Clr. Palmer extended congratulations on that recognition.

Clr. Parker asked if there is enough funding to keep up with the demand throughout the year. Ms. Sharp says that it fluctuates throughout the year. Ms. Sharp said the food bank has been seeing a lot of support from Pictou County. Ms. Manning said that this time of year brings greater awareness, and the generosity of this community is outstanding.

Clr. Thompson asked how the food delivery worked and whether the volunteers used their vehicles and gas. Ms. Manning said that it started during COVID-19, and Mr. Jim McKenna contacted service groups who got involved and assisted with deliveries. Individuals are now doing it on Wednesdays. Clients must call in early if delivery is needed. Ms. Manning said the support has been phenomenal. Clr. Thompson agreed it is fabulous that volunteers are doing this, but it must cost a considerable amount of money for fuel and suggested trying to secure funding to help.

Clr. MacKeil said that the presentation was very eye-opening and sad to see the data from the community. It is an excellent service for the residents and Clr. MacKeil asked the presenters if specific items were needed. Ms. Manning said that non-perishables were needed, such as Kraft Dinner, cereals, canned vegetables and meat, juices, peanut butter, personal hygiene items such as toilet paper, toothbrushes, toothpaste, shampoos, paper towels, coffee, tea, baby food, diapers. Ms. Sharp also said that cash is always welcome, as they can get reasonably priced food inaccessible to the public.

Clr. Thompson asked if any farmers had stepped up to the plate and about their relationship with retailers and product sourcing. Ms. Manning said that many things come from Feed Nova Scotia, and people are working with retailers like TRA and Giant Tiger to assist. Ms. Manning said that Feed Nova Scotia does work with agriculture producers but was uncertain about the percentage of what that would be. Some local items are fresh eggs, deer, bear, and moose meat, and people have loved them. Clr. Turner recognized the wonderful work being done and the heart that goes into providing these services.

Warden Parker asked if there was a line for which food bank in the County a resident would go to. Ms. Manning said that if a person comes to a food bank in a different area, it may be because they cannot get to the other one, and if they are there, service will be provided. The Warden asked if somebody else could go on someone's behalf. Ms. Manning said someone else can pick up if they have some form of the person's identification.

Clr. MacDonald questioned the best way to give donations. Ms. Manning said donations can be made through pcfoodbank.ca or dropped off at food bank locations. If a large amount needs to be picked up, the Food Bank Truck will do so.

Warden Parker thanked Ms. Manning and Ms. Sharp and said the hard work is appreciated.

BUSINESS ITEMS NOT REQUIRING ACTION

THE EAST RIVER BUSINESS DEVELOPMENT REPORT

The East River Business Development Report was received as presented.

PICTOU COUNTY PARTNERSHIP QUARTERLY REPORT

The Pictou County Partnership Quarterly Report was received for information purposes.

Clr. Thompson informed Council that the Plymouth Community Centre secured 1.6 million in funding for the facility to create a 58-spot daycare centre. Clr. Thompson said this is a much-needed service in Pictou County.

MOPC NETWORK APPRECIATION PROJECT

Clr. Wadden spoke about an email she received concerning an appreciation event. Clr. Wadden said the project is incomplete, and millions of dollars are being spent on it. Clr. Wadden said it is inappropriate to hold this event, and when the project is complete and the final costs are known, perhaps that would be a better time to celebrate.

Clr. Wadden had been advised that this was an event being hosted by Digital Ubiquity, and when the invite was checked, it was sent out from the Director of Business Operations, MOPC. Clr. Wadden said the MOPC Project will most likely cover this event's budget. Clr. Wadden said Councillors and staff were treated to a Christmas function last week. Clr. Wadden noted that residents should be aware that not all Councillors support this partner project appreciation event and that this is not the time for it.

Clr. Wadden said that signs for the internet are up in District 2 and when people call to sign up, they are told there is no service available. Clr. Wadden said that it is a concern that signs are up prematurely and that the person answering calls should be prepared with answers.

Warden Parker said the event was being hosted by the people working as advisors on the internet project. As a courtesy to Councillors, an invitation was sent to meet the people and ask questions. CAO Cullen said they are not celebrating the project being done, it is an opportunity for the partners to get together.

Deputy Warden Murray said the event is at no cost to the county. Deputy Warden Murray agreed that there should be answers to why the internet is being pre-sold before it has progressed to that area. CAO Cullen said they shouldn't be out that far before being ready, and this issue will be addressed.

Clr. Thompson agreed that the event does not need to happen right now and said that in District 11, residents won't be serviced for another three years.

BUSINESS ITEMS OR ITEMS REQUIRING ACTION

HOPEWELL RECREATION ASSOCIATION

MOTION

It was moved by Clr. Dewar and seconded by Clr. Turner that Council authorize the collection of charitable donations to the Hopewell Recreation Association and issue charitable tax receipts. **Motion Carried**

RESOLUTION

WHEREAS the Municipality of the County of Pictou is registered with the Canada Revenue Agency as a qualified donor;

WHEREAS the Income Tax Act permits qualified donors to issue official donation receipts for income tax purposes;

WHEREAS the Hopewell Recreation Association has requested the Municipality receive donated funds for its Association and issue charitable receipts to respective donors;

THEREFORE BE IT RESOLVED by the Municipality of the County of Pictou that Council authorize the collection of charitable donations to the Hopewell Recreation Association and issue charitable tax receipts for same.

DATED at Pictou NS this 2nd day of December 2024

Sgd _____

Motion Carried
Clr. Chester Dewar
Clr. Larry Turner

COMMUNITY CONNECTIVITY EVENT FUND APPROVAL

MOTION

It was moved by Clr. MacKeil and seconded by Clr. Turner to approve the following Community Connectivity Event Grant Funds: **Motion Carried**

RESOLUTION

BE IT RESOLVED by the Municipality of the County of Pictou the following requests from the Community Connectivity Event Fund:

- | | | |
|----------------|---|------------------|
| 1. District 3 | Caribou Fire Department Christmas Event | \$1000.00 |
| 2. District 10 | Community Christmas Event and
Ivor MacDonald Memorial Arena
50 th Anniversary Celebrations | \$1500.00 |

DATED at Pictou NS this 2nd day of December 2024

Sgd _____

Motion Carried

**Clr. Darla MacKeil
Clr. Larry Turner**

MUNICIPAL SERVICE GRANTS

MOTION

It was moved by Clr. Palmer and seconded by Clr. MacDonald to approve the following Municipal Service Grants. **Motion Carried**

RESOLUTION

BE IT RESOLVED by the Municipality of the County of Pictou the following Municipal Service Grants:

- | | | | |
|----------------|----------------------------------|------------------|---|
| 1. District 9 | Priestville Walkerville Cemetery | \$2000.00 | Maintenance |
| 2. District 12 | Hopewell Recreation Association | \$5000.00 | Park Maintenance/
Candy Cane Repairs |

DATED at Pictou NS this 2nd day of December 2024

Sgd _____

**Motion Carried
Clr. Randy Palmer
Clr. Joe MacDonald**

APPOINTMENT TO PLANNING ADVISORY COMMITTEE

MOTION

It was moved by Deputy Warden Murray and seconded by Clr. Palmer will approve the following appointment with the Planning Advisory Committee. **Motion Carried**

RESOLUTION

BE IT RESOLVED by the Municipality of the County of Pictou to approve the following appointment to its Planning Advisory Committee:

Bonny Morgan of Central West River

DATED at Pictou NS this 2nd day of December 2024

Sgd _____

Motion Carried
Deputy Warden Wayne Murray
Clr. Randy Palmer

CODE OF CONDUCT POLICY UPDATE

MOTION

It was moved by Clr. Wadden and seconded by Clr. Baillie to approve the Code of Conduct Policy update. **Motion Carried**

RESOLUTION

BE IT RESOLVED the Municipality of the County of Pictou adopt the following policy with respect to Code of Conduct.



MUNICIPALITY OF THE COUNTY OF PICTOU CODE OF CONDUCT

POLICY # 2024-12-02

1) PREAMBLE

- a) Whereas the public expects the highest standards of professional conduct from members elected to local government.
- b) Whereas members of the Council seek to advance the common good of the Municipality as a whole, while conscientiously representing the communities they serve.
- c) Whereas members of the Council accept that good governance of the Municipality is critical to ensuring that decisions are taken in the best interest of all stakeholders and to enable the municipality to function as a good corporate citizen.

2) PURPOSE

- a) The purpose of this Code is to establish guidelines for the ethical and inter-personal conduct of Members of Council ("Members").
- b) The Council is answerable to the community through democratic processes and this Code will assist in providing for the good government of the Municipality of the County of Pictou.
- c) This Code of Conduct will promote the standards of behaviour expected of members of the Council and enhance the credibility and integrity of the Council in the broader community.
- d) Ensure compliance with Section 520 (1)(cd) of the Municipal Government Act of Nova Scotia.

3) CODE OF CONDUCT

- a) This Code of Conduct shall apply to elected officials from the time that they are declared elected until:
 - i. their resignation;
 - ii. their disqualification while in office; or
 - iii. their successor is sworn into office, or, if there is no successor, until the meeting at which the successor would have been sworn into office if there was a successor
- b) This code of conduct will operate together and as a supplement to other applicable laws, including the bylaws and policies with the municipality.
- c) This code of conduct will apply to elected officials at all times with respect to their behaviour regarding any action that negatively impacts the municipality or tarnishes its reputation.
- d) Nothing in this code of conduct is intended to silence elected officials from sharing or expressing dissenting opinions.
- e) Members will be required to complete the training within 30 days of being sworn into office and failure to do so is considered a breach of the code itself and may go to council without an investigation.
- f) Training is to be developed and delivered in an online module format with quizzes and a minimum pass rate to ensure a minimum level of understanding.

- g) Members acknowledge the importance of the Guiding Principles contained in this Code of Conduct and will sign a Statement of Commitment to the Code of Conduct within 7 days of taking the Councillors Oath of Office pursuant to the Municipal Elections Act (s.147 R.S.N.S 1989 c.300) or 7 days after the adoption of this policy by Council, whichever is first.
- h) Where there is any conflict between the Code of Conduct and the requirements of any statute of the provincial or federal government, the statutes of the provincial or federal government shall prevail.

4) GUIDING PRINCIPLES

- a) Members of Council shall perform the functions of their office truly, faithfully and impartially to the best of their knowledge and ability in accordance with the following core values:
 - i. Collegiality – members of council will work together to further the best interests of the municipality in an honest and honourable way.
 - ii. Respect – members of council will demonstrate respect towards one another, the democratic decision-making process, and the role of staff.
 - iii. Integrity – members of council are expected to act lawfully and adhere to strong ethical principles by giving the municipality or village interests priority over private individual interests.
 - iv. Professionalism – members of council will create and maintain an environment that is respectful and free from all forms of harassment, including sexual harassment and discrimination. They must show consideration for every person's values, beliefs and contributions, and supporting and encouraging others to participate in council activities.
 - v. Transparency – members of council will be truthful and open regarding their decisions and actions and make every effort to accurately communicate information openly to the public.
 - vi. Responsibility – members of council are responsible for the decisions that they make and must be held accountable for their actions and

outcomes. They must demonstrate awareness of their own conduct and consider how their words or actions may be perceived as offensive or demeaning.

5) GENERAL CONDUCT

- a) Members of Council must be truthful and forthright, and not deceive or knowingly mislead Council, the CAO, or the public.
- b) Members of Council will respect the presiding officers, colleagues, staff and members of the public that present during the council meeting or other proceedings/meetings of the municipality.
- c) Members of Council will adhere to procedure and direction of presiding officers in respect to rules of procedure.
- d) Members of Council must conduct Council business and all of the member's duties in an open and transparent manner, other than for those matters which Council is authorized by law to deal with in private.
- e) Members of Council must ensure that they are not impaired by alcohol or drugs while attending any meeting of the municipality.

6) CONFIDENTIAL INFORMATION

- a) No Member of Council will disclose or release by any means to any member of the public, any confidential information acquired by virtue of their office, in either oral or written form, except where required by policy or law or authorized by the Council to do so.
- b) No Member of Council will use confidential information for personal or private gain or for the gain of any other person or entity.
- c) Members of Council should not access or attempt to access confidential information in the custody of the municipality unless the information is necessary for the performance of their duties and its access is not prohibited by legislation or by the by-laws or policies of the Municipality.
- d) Members of council must not discuss any matters relating to an active investigation under this Code of Conduct with anyone other than the investigator or their own legal representative, unless required by law.

7) GIFTS AND BENEFITS

- a) No Member of Council shall accept a fee, advance, cash, gift, gift certificate or personal benefit that is connected directly or indirectly with the performance of their duties of office, except for the following:
 - i. gifts or benefits that normally accompany the responsibilities of office and are received as an incident of protocol or social obligation;
 - ii. a suitable memento of a function honouring the member of Council;
 - iii. sponsorships and donations for community events organized or run by a member of Council or by a third party on behalf of a member of Council;
 - iv. compensation authorized by the municipality.
- b) A fee or advance paid, or a gift or benefit provided, with the Member's knowledge, to a person closely connected to a member is deemed to be a gift to the Member of Council.

8) USE OF MUNICIPAL PROPERTY, EQUIPMENT AND SERVICES

- a) No Member of Council shall use, or request the use of, any municipal property, including surplus material or equipment for personal convenience or profit, unless the property is:
 - i. available for such use by the public generally and the member of Council is receiving no special preference in its use; or,
 - ii. made available to the member of Council in the course of carrying out council activities and duties.
- b) No Member of Council shall use, or request the use of, for personal purpose any municipal property, equipment, services, supplies or other municipally-owned materials, other than for purposes connected with the discharge of municipal duties.
- c) No Member of Council shall obtain, or attempt to obtain, personal financial gain from the use or sale of municipally-developed intellectual property.
- d) No Member of Council shall use information, or attempt to use information, gained in the execution of their duties that is not available

to the general public for any purposes other than carrying out their official duties.

- e) No Member of Council, or person closely connected to a member, shall tender on such items such as the sale of older and extra equipment.

9) BUILDING, DEVELOPMENT, PLANNING, OR PROCUREMENT PROPOSALS BEFORE COUNCIL

- a) No Members of Council shall solicit or accept support in any form from an individual, group or corporation, with any building, development, planning, or procurement proposal before Council.

10) IMPROPER USE OF INFLUENCE

- a) No Member of Council shall use the influence of their office for any purpose other than for the exercise of their official duties.

11) BUSINESS RELATIONS

- a) No Member of Council shall allow the prospect of their future employment by a person or entity to affect the performance of their duties to the municipality.
- b) No Member of Council shall borrow money from any person who regularly does business with the municipality, unless such person is an institution or company whose shares are publicly traded and who is regularly in the business of lending money.
- c) No Member of Council shall act as an agent of a person or entity before Council or a committee of Council or any agency, board or committee of the municipality.

12) EMPLOYMENT OF PERSONS CLOSELY CONNECTED TO MEMBERS OF COUNCIL

- a) No Member of Council shall attempt to influence any municipal employee to hire or promote a person closely connected to the member.

- b) No Member of Council shall make any decision or participate in the process to hire, transfer, promote, demote, discipline or terminate any person closely connected to the member.

13) FAIRNESS

- a) No Member of Council shall give special consideration, treatment or advantage to any individual or entity beyond that which is accorded to all.
- b) No Member of Council shall give special consideration, treatment or advantage to an organization or group due to the member or person closely connected to the member being involved with or a member of the organization or group.

14) ADHERENCE TO POLICIES, PROCEDURES, BYLAWS AND OTHER LAWS

- a) Members of Council will adhere to the Code of Conduct.
- b) Members of Council will adhere to the applicable national and provincial legislation.
- c) Members of Council will adhere to the procedures, policies and bylaws of the municipality.
- d) Members of Council will adhere to the expense and hospitality policy of the municipality.

15) RESPECT FOR COUNCIL AS A DECISION-MAKING BODY

- a) A Member of Council must abide by and act in accordance with any decision made by Council, whether or not the member voted in favour of the decision.
- b) Members of Council must not encourage non-compliance with a statute, regulation, bylaw, policy or procedure.

16) COMMUNICATING ON BEHALF OF COUNCIL

- a) A Member, other than the Mayor/Warden, must not claim to speak on behalf of Council unless the member has been authorized to do so.

- b) The Mayor/Warden/designated individual may speak on behalf of Council and must make every effort to convey the intent of Councils' decision accurately.

17) INTERACTIONS OF COUNCIL WITH STAFF AND SERVICE PROVIDERS

- a) Members of Council must respect the role of the CAO as head of the administrative branch of government of the municipality and must not involve themselves directly in the administration of the affairs of the municipality, including, without limitation, the administration of contracts.
- b) No Member of Council shall direct, or attempt to direct, the CAO, other than through a direction provided by the Council as a whole.
- c) Members of Council shall be respectful of the role of CAO and municipal employees to advise based on political neutrality and objectivity and without undue influence from any individual member or faction of the Council.
- d) Members of Council must not direct or influence, or attempt to direct or influence any municipal employees in the exercise of their duties or functions.
- e) Council cannot direct municipal employees except through the CAO.
- f) Members of Council are not to issue instructions to any of the contractors, tenderers, consultants or other service providers to the municipality.
- g) No Member of Council shall require or request that a municipal employee undertake personal chores or tasks for the Council member unrelated to municipal business.
- h) Members of council shall refrain from making public statements that are critical of specific and/or identifiable municipal employees and/or service providers.

18) RESPECTFUL INTERACTIONS

- a) A Member of Council must not engage in discrimination or harassment on the grounds articulated in the Human Rights Act of Nova Scotia.
- b) A Member of Council must not sexually harass any person.
- c) A Member of Council must not engage in any discriminatory or harassing action or conduct, verbal or non-verbal, directed at one or more individuals or groups that creates a poisoned environment.

19) REPRISAL

- a) A Member must not undertake any act of reprisal or threaten reprisal against a complainant in a matter under this Code of Conduct or any person providing relevant information in relation to a matter under this Code of Conduct.

20) APPOINTMENT OF INVESTIGATOR

- a) The Municipal Council will appoint a person or entity other than a Council Member or an employee of the municipality to receive and investigate complaints.
- b) The person or entity appointed must have experience in conducting investigations and in applying the principles of natural justice and procedural fairness.
 - i. No conflict of interest can exist between the investigator and the parties involved.
- c) The Municipality shall include the investigator's contact information on their publicly accessible website (www.munpict.ca).

21) COMPLAINTS

- a) Persons who have reason to believe that this code has been breached in any way are encouraged to bring their concerns forward.
- b) A complaint must be submitted to the investigator no later than 6 months from discoverability.

- c) Any complaints brought forward during the municipal election period of nomination day until ordinary polling day will not be investigated until the election has concluded.
- d) Investigations already in progress at the time of nomination day will continue;
- e) When a complaint is received by the investigator, the investigator shall notify the CAO/clerk of the fact that a complaint has been received.
- f) Investigator will determine if there is validity to the complaint. If no validity, then complaint can be dismissed.
- g) If the investigator finds that the complaint is valid, the investigator shall notify the member who is the subject of the complaint that a complaint has been made about them, and it is proceeding to an investigation.
- h) The investigator will begin their investigation and notify Council through a confidential email or in camera of the fact that a complaint is proceeding to the investigation phase.
- i) The investigator shall protect the confidentiality of the complainant, the subject(s) of the complaint, and all persons involved in the investigation, to the greatest extent possible, while still applying the principles of natural justice and ensuring procedural fairness.
- j) The investigator shall present a report to Council, no later than 6 months from the time the complaint is brought forward, on the investigation and include:
 - i. a recommendation regarding the validity of the complaint and, if applicable,
 - ii. a recommendation regarding an appropriate sanction.
 - iii. Council may grant the investigator an extension on when the report can be brought to council for extenuating circumstances, including a delay during a municipal election period;
 - iv. Council is able to discuss the investigators report in camera; and

22) DECISION OF COUNCIL

- a) The Council determines if a breach occurred and determines the sanction(s) to impose.
- b) The member who had the complaint lodged against them will have the opportunity to review and respond to the information in the investigator's report, and make submissions to Council, prior to the Council's vote.
- c) A member of Council who has had a complaint lodged against them, or who has made the complaint, may not participate in the vote on whether there was a breach, and if applicable, may not participate in the decision regarding what sanction to impose.
- d) If a councilor is the subject of the complaint or has made the complaint under the Code the councilor shall:
 - i. In the case of a closed meeting, leave the room in which the meeting is held
 - ii. In the case of a public meeting, either leave the room or remain in the room in the part of the room for general public; and
 - iii. Refrain from voting on any question relating to the matter
- e) Any breach of the code determined by the council shall automatically retrigger the required Code of Conduct training.
- f) The section under the Code of Conduct the complaint was lodged and the investigators recommendations are made public.
- g) The decision or penalty of Council on a Code of Conduct matter is final and binding on all parties.
- h) The Council shall consider all of the following criteria prior to imposing a sanction or sanctions:
 - i. The nature of the code contravention;
 - ii. The length or persistence of the code contravention;
 - iii. If the member intentionally contravened the code of conduct;
 - iv. Has the member taken any steps to remedy the contravention;
 - v. If the member previously contravened the code of conduct;
 - vi. Any external factors that exist to the member's contravention (e.g. family situation, mental health); and

vii. The resources the member will need to complete their job.

23) SANCTIONS

- a) The Member of Council who has been found to have contravened the code of conduct may have the following sanctions imposed by the Council:
- i. The Member may receive a letter of formal reprimand or warning, as directed by Council.
 - ii. The Council may require that the Member to issue a letter to include to the Council with acknowledgement of breach of code and an apology within 15 days.
 - iii. the member will be required to attend training, appropriate to the incident, as directed by council.
 - iv. The Council may censure the member publicly.
 - v. The Council may limit the member's access to certain local government facilities, equipment and/or property.
 - vi. The Council may suspend or remove the member as deputy warden (if applicable) and/or the chair of a committee (if applicable).
 - vii. The Council may suspend or remove the member for no longer than 6 months from some or all committees and/or boards.
 - viii. The Council may impose a limit on the member's participation on behalf of the municipality.
 - ix. The Council may Impose a limit on the member's travel and/or expense reimbursement on behalf of the municipality.
 - x. The Council may impose a fine on the member for up to \$1,000 per occurrence, which is to be paid no later than 6 months from the decision of council and to be collected in the same manner as other taxes.
 - xi. The Council may Impose an appropriate reduction in remuneration to the member for no longer than 6 months.
 - xii. The Council may make member repay any direct monetary loss realized by the municipality as a result of the member's action in any amounts determined by the investigator.
 - xiii. The Council may make member repay any direct monetary gain they obtained from their actions in any amounts determined by the investigator.

24) REPEAL

- a) All former policies and or practices of Council with respect to Code of conduct are repealed including **Policy #2012-08-42.**

DATED at Pictou on the 2nd day of December 2024

(Sgn) _____

Motion Carried
Clr. Deborah Wadden
Clr. Ronald Baillie
Nay Votes: Clr. Dewar
Clr. Boyles

Clr. Dewar said there are many things when reading through the new code of conduct. Clr. Dewar is not against doing things right but cannot understand the depth they are rooting and digging. Clr. Dewar said it feels like this will be a gag order down the road for Councillors. Clr. Dewar said the policy has some good and some bad aspects. Halifax said it has to be done but questioned who will pay for Councillors to take a course.

Warden Parker said the Code of Conduct policy must be developed before December 19, 2024, and that the province has worked with NSFM for years to develop it. The Warden said comments that not all agree can be included.

Clr. Dewar asked what would happen if it was not passed by the 19th. CAO Cullen said that if it is not passed the province could withhold grants given.

Clr. Thompson said that the NSFM is offering some training sessions, and one option is a recorded session. Clr. Thompson voiced support for the policy and said it was a good first step.

BLUE ACRES SIDEWALK FINANCING

CAO Cullen said there is a funding opportunity through the Department of Municipal Affairs. The Blue Acres Sidewalk project meets many of the province's key targets, and one requirement is for the Council to authorize the application.

MOTION

It was moved by Clr. Thompson and seconded by Clr. Palmer to approve the submission of the GRID application for the Blue Acres Sidewalk Project.

Motion Carried

Clr. Andy Thompson
Clr. Randy Palmer
Nay Vote:Clr. PeterBoyles

Warden Parker asked if flashing lights would be included in this. CAO Cullen said the budget could be adjusted to reflect those.

Clr. Thompson said that road is one of the busiest roads and this is a very important project to get done. Clr. Thompson said if there is an accessible funding opportunity from the province, then Council should move on this.

DUNMAGLASS MCARRA BROOK ROAD

Clr. MacDonald said the conditions of Dunmaglass McArras Brook Road are unacceptable and hinder emergency vehicles' ability to respond quickly. Clr. MacDonald said this is a unique situation where one county's public works department maintains the road, and another county oversees the more significant issues.

MOTION

It was moved by Clr. MacDonald and seconded by Clr. MacKeil that a letter be sent to the Minister of Public Works, Deputy Minister of Public Works, Antigonish and Pictou County Public Works Supervisors, and Michelle Thompson, Antigonish MLA, to request immediate action be taken to make this road passable until spring when the road could be properly fixed.

Motion Carried
Clr. Joe MacDonald
Clr. Larry Turner

CONSIDERATION OF DEFERRED BUSINESS

There was no deferred business.

COMMUNITY ANNOUNCEMENTS

Community announcements were given.

Clr. Darla MacLean said that Mr. Frank MacFarlane, a founding member of the Caribou District Fire Department, was always there for the community, and his passing will leave a hole in District 3.

Clr. Andy Thompson attended the funeral of Mr. Hilary Amit, Executive Director of HCRS. Clr. Thompson said that Mr. Amit left an indelible mark on people in the community of people with disabilities. Clr. Thompson's heart goes out to the family and asks Councillors to have them in their thoughts.

Warden Parker said that Mr. Amit and Mr. MacFarlane are losses to the whole county, and thoughts go out to the families during this time.

MOTIONS OF RECONSIDERATION

There were no motions of reconsideration.

ADJOURN

There being no further business to come before the meeting, the Warden declared the meeting adjourned at 8:32 p.m.

WARDEN

MUNICIPAL CLERK