



Date: April 23, 2025
To: Municipal Council
cc: Kim Ramsay, Chief Administrative Officer
From: Councillor Garden-Cole, Corporate and Residential Services Committee Chairperson
RE: Corporate & Residential Services Committee Report

The Committee held its regular meeting on April 15, 2025, and the following motions are coming forward as a result of those meetings:

1. CODE OF CONDUCT - APPOINTMENT OF INVESTIGATORS

In February 2025, the Association of Municipal Administrators (AMANS) completed the Request for Quotations (RFQ) exercise to develop a list of qualified investigators to support municipal units and villages to meet obligations as a result of the provincially mandated Code of Conduct (code) and The Code of Conduct for Municipal Elected Officials Regulations (regulations) made under Section 520 of the Municipal Government Act. Each municipal unit must select an investigator(s) and contract directly with the provider to provide investigative services under the code.

The Corporate & Residential Services Committee recommends that Council appoint MC Advisory Group Inc./McInnes Cooper as the primary Code of Conduct Investigator and Stewart McKelvey be appointed as a second option; and that, the CAO is authorized to enter into three-year contracts with approved two-year extensions, with both parties.

As Chair of the Committee, I so move.

The Corporate & Residential Services Committee recommends that Council send correspondence to NSFM (and the membership) explaining that the platform (NSCC) used to sign up for and participate in the Code of Conduct course was not an easy process as it could have been.

As Chair of the Committee, I so move.

2. ROBERT'S RULES OF ORDER

In order for any organization to function smoothly, it is critical that all members clearly understand its governing rules and operating principles. The Council Procedural Policy (policy) outlines the operating principles and procedures for municipal Council and Council Committees of the Municipality of East Hants.

Direction was provided to staff and another report will be brought forward to the Committee with policy updates as a result of the discussion.

3. CANOE PROCUREMENT REQUEST

The Canoe Procurement Group of Canada is a division of the Rural Municipalities of Alberta (RMA) and is endorsed by the Nova Scotia Federation of Municipalities for use by Nova Scotian Municipalities. Canoe essentially creates standing offers on various goods which Municipal entities can then access; as Canoe has already completed a public procurement process, the entity just has to declare they are using the specific Canoe program they wish to use and then may reach out to one or more suppliers approved for the goods the

entity wishes to purchase.

The Corporate & Residential Services Committee recommends to Council that Council authorize the CAO to use the Canoe Procurement Supply Program to purchase goods and services, where the CAO determines that such use provides value to the taxpayer.

As Chair of the Committee, I so move.

4. COUNCIL REMUNERATION AND TRAVEL REIMBURSEMENT POLICY

The Corporate & Residential Services Committee recommends to Council that Council approve an amendment to the Council Remuneration and Travel Reimbursement Policy to reflect a new section dealing with training and development, as attached to the Executive Committee Agenda on April 15th, 2025.

As Chair of the Committee, I so move.