

Department of Municipal and Community Affairs
Government of Newfoundland and Labrador

Date: March 3, 2026

To: Cities and Towns

Title: Reminder of Code of Conduct Requirements for Municipalities

This notice is to remind municipalities of their responsibilities under the **Municipal Conduct Act**. The Act sets the rules for ethical behaviour, conflicts of interest, and professional conduct for councillors and municipal officials. Information about the legislation, code of conduct templates, and process diagrams is available at <https://www.gov.nl.ca/mca/municipal-conduct-act-information/>

All municipalities **must** have a code of conduct policy in place for councillors and municipal officials, as required by the **Municipal Conduct Act**. Codes of conduct guide how complaints about councillors or official are received, reviewed, and decided. Municipalities must manage this process according to their own adopted policies.

Each municipality:

- Must create and, as required, update its own code of conduct
- Does not have to use the code of conduct templates provided by the Department
- Should regularly review its code of conduct
- Should approve any changes at a public council meeting

Training Required:

Municipalities **must** provide code of conduct training for councillors. Key requirements:

- Training must be completed within three months of a councillor being elected.
- The training must be arranged and delivered by the municipality.
- The training must be based on the municipality's adopted code of conduct.
- A councillor cannot take part in council duties until this training is completed.

For questions or support, contact the Municipal Support Division:

Email: MunicipalRO@gov.nl.ca

Regional Office:

Western/Labrador (709) 637-2332

Central (709) 256-1050

Eastern (709) 729-0259

Visit our website: <https://www.gov.nl.ca/mca/>