



PROVINCE OF QUEBEC
MUNICIPALITY OF GRENVILLE-SUR-LA-ROUGE

BY-LAW NUMBER 2025-12-303

ON THE ETHICS AND PROFESSIONAL CONDUCT OF ELECTED MUNICIPAL OFFICIALS

- WHEREAS** pursuant to section 13 of the Act respecting ethics and professional conduct in municipal matters (CQLR, c. E-15.1.0.1, hereinafter: the "APC"), every municipality must, before March 1 following any general election, adopt a revised code of ethics and professional conduct to replace the existing code, with or without amendments;
- WHEREAS** a general election was held on November 2, 2025;
- WHEREAS** the Municipal Council adopted By-law No. RA-303-06-2022 on the ethics and professional conduct of elected municipal officials on July 12, 2022;
- WHEREAS** it is therefore necessary to adopt a revised code of ethics and professional conduct for elected municipal officials;
- WHEREAS** the formalities stipulated in the LEDMM for the adoption of such a revised code have been observed;
- WHEREAS** the mayor states that the purpose of this by-law is to establish the Municipality's core ethical values and the rules of conduct that must guide the conduct of a person serving as a member of the Municipal Council, a committee, or a commission, or, in their capacity as a member of the Municipal Council, of another body;
- WHEREAS** the Municipality, including its council members, explicitly adheres to the ethical values and rules of conduct set forth in the LEDMM and in this Code;
- WHEREAS** ethics and professional conduct in municipal matters are essential to maintaining the bond of trust between the Municipality and its citizens;
- WHEREAS** conduct consistent with municipal ethics and professional standards must remain a constant concern for council members in order to ensure citizens transparent, prudent, diligent, and ethical management of the Municipality, including its public funds;
- WHEREAS** by applying ethical values and respecting the professional standards set forth in this Code, each council member is able to fulfill their role as an elected municipal official, assume the responsibilities inherent in this position, and meet citizens' expectations;
- WHEREAS** this Code contains the obligations and guidelines to direct the conduct of each council member, while leaving it to each member to exercise their judgment based on the values set forth herein;
- WHEREAS** this Code aims to identify, prevent, and avoid situations of conflict of interest;
- WHEREAS** any breach of the Code may have serious consequences for the Municipality and council members;
- WHEREAS** it is incumbent upon each member of council to respect this Code to ensure high standards of ethics and professional conduct in municipal matters.

THEREFORE, IT IS PROPOSED BY COUNCILLOR CARL WOODBURY AND RESOLVED THAT BY-LAW NUMBER 2025-12-303 BE ADOPTED

ARTICLE 1 DECLARATORY AND INTERPRETATIVE PROVISIONS

- 1.1 The title of this by-law is: By-law No. 2025-12-303 on the Ethics and Professional Conduct of Elected Municipal Officials.
- 1.2 The preamble forms an integral part of this Code.
- 1.3 This Code does not replace the laws and regulations in force governing the Municipality and, more generally, municipal affairs. Rather, it supplements and complements the various general obligations and duties applicable to elected municipal officials as set out in applicable laws and regulations.

Therefore, this Code should not be interpreted as allowing any derogation from the provisions contained in the laws and regulations in force governing the Municipality, elected municipal officials, and, more generally, municipal affairs.

ARTICLE 2 INTERPRETATION

- 2.1 This Code shall be interpreted in accordance with the principles and objectives contained in the LEDMM. The rules set out in that Act are deemed to form an integral part of this Code and prevail over any inconsistent rule set out in this Code.
- 2.2 In his Code, unless the context indicates otherwise, the following terms shall have the following meanings:

Advantage : Whether pecuniary or not, an advantage includes, but is not limited to, any gift, donation, favour, reward, service, gratuity, hospitality, remuneration, compensation, gain, indemnity, privilege, preference, compensation, benefit, profit, advance, loan, reduction, discount, etc.

Code : By-law number RA-303-06-2022 concerning the ethics and professional conduct of elected municipal officials.

Council : The municipal council of the Municipality of Grenville-sur-la-Rouge.

Professional conduct : Refers to the set of rules and duties that govern the functions of council members, their conduct, the relationships between them, and their interactions with municipal employees and the public in general.

Ethics : Refers to the set of moral principles that underpin the conduct of council members. Ethics takes into account the values of the Municipality.

Personal interests : Such an interest is linked to the individual elected official and is distinct from that of the community they represent.

Council members : An elected official of the Municipality, a member of a committee or commission of the Municipality, or a member of the board of another municipal body when serving on that board in their capacity as a member of the Municipality's council.

Municipality : The Municipality of Grenville-sur-la-Rouge.

Municipal organism : The council, any committee, or any commission:

- 1° Of an Organism that the law designates as an agent or representative of the Municipality;
- 2° Of an organism whose board is composed primarily of council members, whose budget is adopted by the Municipality, or whose funding is provided for more than half by the Municipality;
- 3° Of a public organism whose board is composed primarily of council members from several municipalities;
- 4° Of any other organism determined by the Minister of Municipal Affairs and Housing.

ARTICLE 3 **APPLICATION OF THE CODE**

- 3.1 This Code, and more specifically the rules set out herein, governs the conduct of every council member.
- 3.2 Certain rules provided for in this Code also apply after the term of office of any person who has been a council member.

ARTICLE 4 **VALUES**

- 4.1 The Municipality's Core Ethical Values:

- 4.1.1 Integrity of Council Members:

Integrity means demonstrating probity and honesty beyond reproach.

- 4.1.2 Honor Attached to the Duties of Council Member:

Honor requires remaining worthy of the duties entrusted to us by the citizens.

- 4.1.3 Prudence in Pursuing the Public Interest:

Prudence requires every council member to assume their responsibilities in the face of their public interest mandate objectively and with discernment. Prudence means gathering sufficient information, reflecting on the consequences of their actions, and examining alternative solutions.

The public interest means making decisions for the greater good of the community and not for the benefit of private or personal interests to the detriment of the public interest.

- 4.1.4 Respect and civility towards other members of the municipal council, municipal employees, and citizens:

In general, respect requires treating all people with consideration and respect. Civility involves demonstrating courtesy, politeness, and good manners.

- 4.1.5 Loyalty to the Municipality:

Loyalty requires performing one's duties in the best interests of the Municipality, with objectivity and independence of mind. It involves setting aside personal interests and disclosing them transparently, in accordance with applicable rules. Furthermore, loyalty involves respecting the decisions made by the council.

4.1.6 Pursuit of Fairness:

Fairness implies impartiality, that is, objective and independent conduct, and consideration of everyone's rights. Fairness requires that no discrimination be made.

4.2 These values must guide the members of the Municipal Council in their assessment of the ethical rules that apply to them.

4.3 When values are incorporated into Article 5 of this Code, these values must, in addition to guiding the conduct of the council member, be respected and applied by that member.

ARTICLE 5 **RULES OF CONDUCT AND PROHIBITIONS**

5.1 The rules of conduct are intended, in particular, to prevent:

5.1.1 Any situation where the personal interest of the council member could influence their independence of judgment in the performance of their duties.

5.1.2 Favoritism, embezzlement, breach of trust, or other misconduct.

5.1.3 Any misconduct that undermines the honour and dignity of the office of elected municipal official.

5.2 Rules of Conduct and Prohibitions

5.2.1 Council members must conduct themselves with respect and civility.

It is forbidden for any council member to behave disrespectfully or uncivilly towards other members of the municipal council, municipal employees, or citizens, particularly through the use of vexatious, denigrating, or intimidating words, writings, or gestures, or any form of vexatious incivility.

5.2.2 Council members must conduct themselves with honour.

It is forbidden for any council member to engage in conduct that undermines the honour and dignity of the office of elected municipal official.

5.2.3 Conflicts of Interest

5.2.3.1 No member of the council shall act, attempt to act, or fail to act in a manner that, in the performance of their duties, furthers their own personal interests or, in an abusive manner, the interests of any other person.

5.2.3.2 No member of the council shall use their position to influence or attempt to influence the decision of another person in a manner that furthers their own personal interests or, in an abusive manner, the interests of any other person.

5.2.3.3 No member of the council shall contravene sections 304 and 361 of the Act respecting elections and referendums in municipalities (CQLR, c. E-2.2), subject to the exceptions provided for in sections 305 and 362 of that Act.

5.2.5 Receiving or Soliciting Benefits

5.2.5.1 No member of the council may solicit, induce, accept, or receive, for themselves or for any other person, any benefit whatsoever in exchange for taking a position on a matter before the council, a committee, or a commission of which they are a member.

5.2.5.2 No member of the council may accept any gift, hospitality, or other benefit,

regardless of its value, offered by a supplier of goods or services, or that may influence their independence of judgment in the performance of their duties or that may compromise their integrity.

5.2.5.3 Any gift, hospitality, or other benefit received by a member of the municipal council that is not purely private in nature or covered by section 5.2.4.2 must, if its value exceeds \$200, be declared in writing by that member to the Municipal Clerk-Treasurer within 30 days of receipt.

This declaration must contain a proper description of the gift, hospitality, or benefit received, and specify the name of the donor as well as the date and circumstances of its receipt.

5.2.6 Council Members Must Not Use Municipal Resources

5.2.6.1 No council member may use resources of the Municipality or any other municipal body as defined in this Code for personal purposes or for purposes other than activities related to the performance of their duties. This prohibition does not apply, however, when a council member uses, on non-preferential terms, a resource generally made available to citizens.

5.2.7 Inside Information

5.2.7.1 No member of the council may use, disclose, or attempt to use or disclose, either during or after their term of office, any information obtained in the course of or in connection with the performance of their duties that is not generally available to the public, to further their own personal interests or those of any other person.

5.2.8 Post-Term of Office

5.2.8.1 No member of council is prohibited, within twelve (12) months following the end of their term, from holding a position as a director or officer of a legal entity, employment, or any other function in such a way that they or any other person derives an undue advantage from their previous position as a member of the Municipal Council.

5.2.9 Announcement at a Political Fundraising Event

5.2.9.1 No member of council is prohibited from announcing, at a political fundraising event, the completion of a project, the awarding of a contract, or the granting of a subsidy by the Municipality, unless a final decision regarding that project, contract, or subsidy has already been made by the competent municipal authority.

ARTICLE 6 **APPLICATION, CONTROL, AND SANCTIONS MECHANISM**

6.1 The application and control mechanisms for this Code are those set out in the LEDMM;

6.2 A breach of a rule set out in this Code by a member of the Municipal Council may result in the imposition of the sanctions provided for in the LEDMM, namely:

6.2.1 a reprimand;

6.2.2 participation in training on ethics and professional conduct in municipal matters, at the council member's expense, within the time limit prescribed by the Commission municipale du Québec;

6.2.3 the return to the Municipality, within 30 days of the decision of the Commission municipale du Québec:

a) of the gift, hospitality, or benefit received, or its value;

- b) of any profit obtained in contravention of a rule set out in this Code;
- 6.2.4 Reimbursement of any remuneration, allowance, or other sum received, for the period determined by the Commission, as a member of a council, committee, or commission of the Municipality or an agency;
- 6.2.5 A penalty, up to a maximum of \$4,000, payable to the Municipality;
- 6.2.6 Suspension of the council member for a period not exceeding 90 days, which may extend beyond the end of their term if they are re-elected in an election held during their suspension and the suspension has not ended by the start of their new term.

When a council member is suspended, he or she cannot perform any function related to his or her position as mayor or councillor and, in particular, he or she cannot sit on any council, committee or commission of the Municipality or, in his or her capacity as a member of the Municipality council, of any other body, nor receive any remuneration, allowance or any other sum from the Municipality or any such body.

ARTICLE 7 REPLACEMENT

- 7.1 This by-law replaces By-law No. RA-301-01-2022 on the ethics and professional conduct of elected municipal officials, adopted on February 8, 2022.
- 7.2 Any mention or reference to a code of ethics and professional conduct for elected officials, whether in a by-law, resolution, policy, contract, etc., is deemed to refer to this by-law.

ARTICLE 8 ENTRY INTO FORCE

- 8.1 This by-law comes into force in accordance with the law.

Tom Arnold
Mayor

François Rioux
Director general and Clerk-treasurer

NOTICE OF MOTION :	December 9, 2025
ADOPTION OF PROJECT BY-LAW :	January 13, 2026
ADOPTION OF BY-LAW :	February 10, 2026
ENTRY INTO FORCE :	February 10, 2026