



# Staff Report

## Administration

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**Report To:** Committee of The Whole  
**Meeting Date:** April 8, 2019  
**Report Number:** FAF.19.053  
**Subject:** Update on Integrity Commissioner Appointments  
**Prepared by:** Corrina Giles, Town Clerk

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### A. Recommendations

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THAT Council receive Staff Report FAF.19.053, entitled "Update on Integrity Commissioner Appointments";

AND THAT Council acknowledge receipt of the resignation of Janet Leiper as Integrity Commissioner for the Town effective March 8, 2019;

AND THAT Council provide direction to staff as to whether a second Integrity Commissioner should be appointed to continue with a roster of two Integrity Commissioners for the Town;

AND THAT Council provide direction to staff as to the term of the Integrity Commissioner appointment.

### B. Overview

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This staff report provides an update to Council and seeks direction on the Integrity Commissioner appointments.

### C. Background

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At the September 26, 2016 Council Meeting, Council appointed two Integrity Commissioners, Suzanne Craig and Janet Leiper, to act on a roster of Integrity Commissioners for the Town. The term of the appointments was not specified. As directed by Council, the Town Clerk entered into a retainer agreement with the Integrity Commissioner for each complaint received.

September 26, 2016

Moved by: Joe Halos

Seconded by:

R. J. Gamble

THAT Council of the Town of The Blue Mountains appoints Suzanne Craig and Janet Leiper to act on a roster of Integrity Commissioners for the Town of The Blue Mountains, on a rotational basis based on availability, and on a case-by-case basis. The Integrity Commissioner will process any complaints received in accordance with the

Code of Conduct for Members of Council Policy, POL.COR.07.07, as revised August 22, 2016, and in accordance with Section 223.3 of the *Municipal Act, 2001*;

AND THAT upon receipt of a complaint against a member of Council, that the Town Clerk be authorized to execute a retainer agreement with the Integrity Commissioner, Carried.

On March 8, 2019 the Town Clerk received notice from Janet Leiper that she is no longer able to act as an Integrity Commissioner for the Town. Staff confirm that Suzanne Craig continues to act as Integrity Commissioner for the Town.

On March 1, 2019 the *Municipal Act* was revised to expand the role of the Integrity Commissioner to include providing advice to members of council and local boards regarding their obligations under the code of conduct, under a procedure, rule or policy, and to provide educational information to council, local boards, the municipality and the public. Section 223.3(1) is provided below for reference:

**Integrity Commissioner**

**223.3** (1) Without limiting sections 9, 10 and 11, those sections authorize the municipality to appoint an Integrity Commissioner who reports to council and who is responsible for performing in an independent manner the functions assigned by the municipality with respect to any or all of the following:

1. The application of the code of conduct for members of council and the code of conduct for members of local boards.
2. The application of any procedures, rules and policies of the municipality and local boards governing the ethical behaviour of members of council and of local boards.
3. The application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act* to members of council and of local boards.
4. Requests from members of council and of local boards for advice respecting their obligations under the code of conduct applicable to the member.
5. Requests from members of council and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board, as the case may be, governing the ethical behaviour of members.
6. Requests from members of council and of local boards for advice respecting their obligations under the *Municipal Conflict of Interest Act*.
7. The provision of educational information to members of council, members of local boards, the municipality and the public about the municipality's codes of conduct for members of council and members of local boards and about the *Municipal Conflict of Interest Act, 2017, c. 10, Sched. 1, s. 19 (1)*.

Staff, in coordination with legal counsel, are now developing an agreement for services with the Integrity Commissioner to include investigations under the code of conduct, and the expanded role of providing advice and educational information as noted above.

**D. Analysis**

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Staff are seeking Council direction regarding the appointment of the Integrity Commissioner, including:

- i) Should a second Integrity Commissioner be appointed to continue with a roster of Integrity Commissioners for the Town?
- ii) What is the term of the Integrity Commissioner appointment?

## **E. Environmental Impacts**

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None

## **F. Financial Impact**

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The services of the Integrity Commissioner are billed to the Town on an hourly rate.

## **G. In consultation with**

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1. Shawn Everitt, Interim CAO
2. Ruth Prince, Director of Finance & IT Services
3. Serena Wilgress, Manager of Purchasing and Risk Management

## **H. Public Engagement**

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The topic of this Staff Report will not be subject to a Public Meeting.

## **I. Attached**

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No attachments.

Respectfully Submitted,

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Corrina Giles  
Town Clerk

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Shawn Everitt  
Interim Chief Administrative Officer

For more information, please contact:  
Corrina Giles, Town Clerk  
[townclerk@thebluemountains.ca](mailto:townclerk@thebluemountains.ca)  
519-599-3131 extension 232