

## MEMORANDUM

To: Regional Chair Emmerson and Members of Regional Council

From: Christopher Raynor  
Regional Clerk

Date: June 13, 2023

Re: Ongoing Provision of Integrity Commissioner Services

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This memorandum informs Council of the intention to extend Principles Integrity's contract to provide integrity commissioner services to Regional Council.

### **Principles Integrity has provided integrity commissioner services to Regional Council since the end of 2018**

In 2018, the Regional Clerk was [provided authority](#) to appoint an Integrity Commissioner for an initial five-year term, with the option to renew for one additional five-year term. Following a competitive Request for Proposal, Principles Integrity were the highest scoring, lowest cost respondent and [were appointed](#) effective December 31, 2018.

Their initial contract term expires on December 31, 2023.

### **Integrity Commissioner activity has been relatively low**

From the start of the contract term until June 2023, the total cost of Integrity Commissioner service provision is below \$30,000.

Over the term, the Integrity Commissioner received five complaints relating to alleged contraventions of the Code of Conduct. Two were resolved by immediate disposition – one for lack of jurisdiction and the other because it was more appropriately considered by the local Integrity Commissioner. A further two were resolved by disposition letters explaining why the Region's Integrity Commissioner found the allegations not to have breached the Code of Conduct. The final complaint was upheld and resulted in a report to Council in April 2021.

Additionally, the Integrity Commissioner provided conflict of interest advice on five occasions and provided some advice on the creation of the Region's Code of Conduct.

## **Staff has not received any feedback to suggest a contract extension might be contested**

The Integrity Commissioner is accountable to Regional Council and the nature of the role generally requires confidential interactions. Therefore, it is difficult for staff to assess overall performance and Council satisfaction. However, staff has not received any feedback from Council to suggest that a contract extension might be contested.

## **A contract extension is the most efficient way to secure integrity commissioner services beyond 2023**

Given the low overall cost of the service, it is unlikely that investing time in a procurement process will provide any significant savings over the next five years. Furthermore, Principles Integrity are already familiar with Council's Code of Conduct and have extensive experience from serving around 50 other regional, single-tier and local municipalities, including Aurora, East Gwillimbury and Whitchurch-Stouffville.

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For more information on this memo, please contact Christopher Raynor, Regional Clerk at 1-877-464-9675 ext. 71300. Accessible formats or communication supports are available upon request.



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Christopher Raynor  
Regional Clerk



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Dino Basso  
Commissioner of Corporate Services



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Bruce Macgregor  
Chief Administrative Officer

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