



Staff Report

Report Title: Integrity Commissioner Services Request for Proposal

Prepared By: Jennifer White, Manager of Legislative Services/Clerk

Department: Legislative Services

Date: Nov. 6, 2023

Report Number: CLK-2023-11-65

File Number: C11 CLK 23

Attachments: None

Recommendation:

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CLK -2023 - prepared by Jennifer White, Manager of Legislative Services.

Background:

The firm of Aird and Berlis' has been appointed as the Township's Integrity Commissioner. This appointment expires on December 31, 2023. The County of Bruce issued a Request for Proposal (RFP) which included a provision that the lower-tier municipalities could participate in if desired.

Discussion:

The County of Bruce issued an RFP for integrity commissioner services. The Clerks of Brockton, County of Bruce, Huron-Kinloss, Kincardine and Saugeen Shores participated in the evaluation process. There were five (5) submissions received of which three (3) were shortlisted:

- Aird & Berlis LLP
- Boghosian & Allen LLP
- Principles Integrity.

Each of these companies have the experience and knowledge to provide solid Integrity Commissioner advice and investigative services.

The *Municipal Act, 2001* requires that all municipalities appoint an Integrity Commissioner. The cost for this service is dependent on the number of requests for

service or opinions and investigations in each period and has the potential to vary significantly depending on the needs of Council.

The details of the financial components of each submission are of a proprietary nature. Proponents have requested that this information remain confidential. Accordingly, a report is being presented in closed session for consideration.

Financial Impacts:

Integrity Commissioner services are included within the Township operating budget and can vary significantly should a complex investigation be required.

Strategic Alignment / Link:

Respectfully Submitted By:

Jennifer White, Manager of Legislative Services \Clerk

Report Approved By:

Mary Rose Walden, Chief Administrative Officer