



Cunningham Swan

LAWYERS

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March 28, 2022

BY E-MAIL: cao@tayvalleytwp.ca

Council – Tay Valley Township
c/o Amanda Mabo, Acting CAO/Clerk
217 Harper Road
Perth, ON K7H 3C6

Dear Members of Council:

**Re: Integrity Commissioner Services - Annual Report – 2021
Tay Valley Township
Our File No. 29235-9**

Background

In 2018, Tony Fleming of Cunningham Swan in Kingston, Ontario, was appointed as the Integrity Commissioner for Tay Valley Township in accordance with section 223.3(1) of the *Municipal Act*, 2001, S.O. 2001, c. 25 (the “Act”).

This report summarizes the services provided by the Integrity Commissioner to Tay Valley Township in 2021, in accordance with section 223.6 (1) of the *Act*. The purpose of this report is to highlight the mandate of the Integrity Commissioner and to inform Council and the public about changes to the Act that affect the process of the Integrity Commissioner and subsequently, Councils and Local Boards.

Role of the Integrity Commissioner

The Act mandates that the Integrity Commissioner is responsible for providing the following functions:

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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* (“MCIA”) 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 governing the ethical behaviour of members.
6. Requests from members of council and of local boards for advice respecting their obligations under the MCIA.
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 MCIA.¹

Integrity Commissioner Activity re: Tay Valley Township

If Council requires further training under the Code of Conduct and the MCIA, Mr. Fleming is available upon request. Individual members may request advice from the Integrity Commissioner at any time. Council or members may contact Mr. Fleming in the following ways:

- 1) Council may pose a question to the Integrity Commissioner in writing regarding the broad obligations of all members (not specific to any one member);
- 2) Individual members may request advice in writing from the Integrity Commissioner in accordance with the Act.

Requests for Advice

We received five requests for advice from one member of Council to the date of this report related to obligations under the Code of Conduct and the *Municipal Conflict of Interest Act* provisions. These are the most common areas for which we provide advice as Integrity Commissioner.

We encourage members of Council and Local Boards for Tay Valley Township to contact us in writing should they find themselves unsure of their obligations under the Code or the Municipal Conflict of Interest Act. If a member requests and follows our advice, that advice

¹ *Municipal Act*, section 223.3(1).

may be relied on should there be a complaint to the Integrity Commissioner on the same facts in the future.

In accordance with section 57 of your Code of Conduct, and in addition to our previously issued report, we wish to advise of the following:

1. Costs associated with the Advice provided is \$2,288.25.

Complaints/Applications for Inquiry

There were no complaints submitted to the Integrity Commissioner for Tay Valley Township in 2021.

Closing Remarks

We thank Tay Valley Township for the opportunity to act as its Integrity Commissioner. We remind members that the Integrity Commissioner is available to provide advice in accordance with the Act regarding a member's obligations under the Code of Conduct and the MCI. We note that this service provides members with the proactive ability to avoid potential complaints by requesting and acting on advice which may apply to the circumstances of the member.

Members are held to the highest standards of office in their elected positions, and we thank members for their continued attention to the ethical obligations expected of them.

Please contact us with any follow-up questions. In the meantime, please find enclosed a copy of the up-to-date Certificate of Insurance for Tay Valley Township.

Sincerely,

Cunningham, Swan, Carty, Little & Bonham LLP



Tony E. Fleming, C.S.
LSO Certified Specialist in Municipal Law
(Local Government / Land Use Planning)
Anthony Fleming Professional Corporation

TEF:mj
Enclosure