



Clerks Services Memo

To: Mayor Shantz and Members of Council
From: Jeff Smith, Director of Corporate Services/Clerk
Subject: Integrity Commissioner – Annual Report
eDocs or File ID: #125722
Meeting Date: December 5, 2023

Purpose:

To introduce the Annual Report prepared by the Office of the Integrity Commissioner.

Background:

Section 223.3 (1) of the Municipal Act, 2001, authorizes the municipality to appoint an Integrity Commissioner to report to Council and be responsible for the application of the Code of Conduct or any procedures, rules, and policies of the municipality and local boards governing the ethical behaviour of members of council and local boards.

On March 7, 2017, the Council of the Township of Woolwich approved the Township's Code of Conduct (the "Code") and appointed ADR Chambers Inc. to provide independent Integrity Commissioner Services. ADR Chambers reports directly to Council to provide formal advice, consultation, and training. The Township last renewed the contract with ADR Chambers on May 11, 2021.

The Code speaks to business relations, conduct at meetings, confidential information, gifts, use of Township property, as well as compliant procedures, investigation, and reporting. The Code is intended to demonstrate a commitment to the public that members of Council, Local Boards, and Committees of Council will act with integrity, fairness, consistency, respect and within the law without prejudice or bias.

Comments:

ADR Chambers Inc. reported that they received three requests for advice and no complaints for the period July 1, 2022, to June 30, 2023.

Attachments:

1. Township of Woolwich Integrity Commissioner Annual Report