

# Information Report

**Title:** Integrity Commissioner Service Proposal

**Report Number:** Legislative Services-2023-25

**Director:** Corporate Services

**Manager:** Legislative Services

**Meeting Date:**

Wednesday, November 8, 2023

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## Executive Summary:

The Municipality of Kincardine appointed the firm of Aird & Berlis LLP as the Municipality's Integrity Commissioner. This appointment expires on December 31, 2023. This is a background report on the Request for Proposal process to appoint an Integrity Commissioner for 2024-2026.

## Context and Background Information:

Aird & Berlis LLP's contract as Integrity Commissioner expires on December 31, 2023. The County of Bruce led a competitive Request for Proposal (RFP) process for the Integrity Commissioner services that the lower tier municipalities could opt-in to if desired. The Municipality of Kincardine opted into this competitive process with the understanding that the decision of Bruce County Council and the other lower tier municipalities would not bind the municipality.

The Clerks of the Municipality of Kincardine, Saugeen Shores, Brockton, Huron-Kinloss and the County of Bruce completed an evaluation of the five (5) RFP submissions. The evaluation resulted in three (3) submissions being short listed:

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

The proposals were evaluated on investigative experience, knowledge of Ontario Municipal Law, approach and methodology, and past experience with elected officials, the media and the public. The final component was the pricing.

As the pricing component of the RFP was based on an hourly rate and not an overall cost for the project, the proponents have requested that this information remain confidential. As such, a report is being presented in the closed session for Council's information.

A by-law will be presented at the November 22, 2023, meeting recommending the appointment of an Integrity Commissioner.

The role of the Integrity Commissioner is to help ensure that Members of Council and Local Boards perform their functions in accordance with the Code of Conduct and other rules or policies governing their ethical behaviour.

**Consultation Overview:**

The Clerks of the Municipality of Kincardine, Saugeen Shores, Brockton, Huron-Kinloss and the County of Bruce completed the RFP evaluation.

**Origin:**

This report was initiated by the expiry of the current Integrity Commissioners appointment on December 31, 2023.

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**Attachments:** None

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**Submitted by:** Jennifer Lawrie, Manager of Legislative Services/Clerk