

December 1, 2023

Annual Report 2023  
Township of Wilmot Integrity Commissioner

I was appointed Integrity Commissioner for the Township of Wilmot in March 2013 (By-law 2013-16) in conformity with Section 223.3 (1) of the Ontario *Municipal Act, 2001* as revised in 2017.

Under that section of the *Municipal Act, 2001* the Integrity Commissioner “is responsible for performing in an independent manner the functions assigned by the municipality with respect to any or all of the following:

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* 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 Municipal Conflict of Interest Act.
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 Municipal Conflict of Interest Act.”

The *Municipal Act, 2001* refers to the possibility of the Integrity Commissioner providing “a periodic report to the municipality on his or her activities” and I have done so through an Annual Report to Council on investigations completed and underway and other activities that fall within my jurisdiction. This report will continue that practice.

Integrity Commissioner Activity 2023

I can report that one application to investigate violations of the Code of Conduct for Elected Officials was filed with me during the calendar year 2023. As of the date of this report, however, that investigation has not yet been completed but will be submitted to Council as soon as possible.

Throughout the year I responded to several questions about the applicability of both Codes of Conduct and the Municipal Conflict of Interest Act from five elected officials and several members of the public and provided both oral and written advice as necessary.

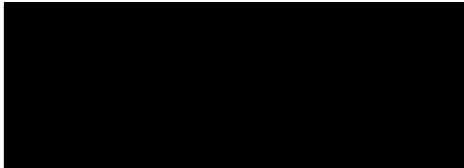
In October 2023, the Township issued RFP 2023-05 seeking applications for Integrity Commissioner Services. After careful consideration, I informed the Township Mayor, Chief Administrative officer and Clerk that I would not submit an application in response to RFP No. 2023 – 05. On November 20, 2023, the contract for Integrity Commissioner Services was awarded to ADR Chambers Inc. of Toronto. As a result, this will be my final Annual Report to Council.

Conclusion

I will complete the Code inquiry presently underway and am prepared to work with Staff on revisions to the Township’s two Codes of Conduct and associated documents based on my experiences over the last decade. I have already deposited paper copies of inquiries conducted for the Township since 2014 as required under Wilmot’s Records Management and Retention By-law.

It has been a privilege to serve the Township of Wilmot in this important responsibility.

Respectfully submitted,



Integrity Commissioner 2013-2023  
Township of Wilmot