

Recommendation:

That the Clerk's Office-2022-09 report, dated September 6, 2022 regarding the Compliance Audit Committee be received and that the attached Terms of Reference be approved and further that the appointment By-law be passed.

Overview:

The *Municipal Elections Act, 1996, as amended*, requires Council, before October 1 of an election year to appoint a Compliance Audit Committee to consider applications made by an elector who is entitled to vote in an election and believes on reasonable grounds that a candidate or third-party advertiser has contravened a provision of the *Municipal Elections Act, 1996, as amended*, relating to election campaign finances.

Conclusion:

The Committee shall be comprised of a minimum of three (3) members (and not more than seven members) of the public. Council shall appoint committee members by By-law. In accordance with the *Municipal Elections Act, 1996, as amended*, members of Council or local Boards, Township employees or officers of the Township, candidates, and third-party advertisers are prohibited from being appointed to the Committee. Careful deliberation should be made before considering appointing a member of the public affiliated with any candidate's campaign. The intent of the Committee is to be 'arms length' and transparent.

The Compliance Audit Committee has full delegation of the authority in the *Municipal Elections Act, 1996, as amended*, to address applications requesting an audit of a candidate's or third-party advertiser's campaign finances. This authority includes, but is not limited to, the following:

- Review applications and grant or reject audit requests
- Where an audit is granted, to appoint an auditor, licensed under the Public Accounting Act, and review the audit report
- Where indicated, decide whether legal proceedings shall be commenced
- Consider reports submitted by the Clerk regarding apparent contraventions of contribution limits and make decisions with regard to such reports.

A copy of the Terms of Reference (ToR) for the Committee is attached as well as Draft By-law 2022-28. The other Townships in the County of Peterborough have worked together to establish the ToR and are also recommending that the following individuals be appointed throughout the County:

- Steven Brickell (retired City of Peterborough Clerk), Cheryl Healey (Chartered Accountant and business owner), Dave Clifford (retired CAO, Township of Douro-Dummer) and Nancy Wright-Laking (former Clerk for a variety of municipalities).

Financial Impact:

Members of the Committee shall be paid \$90.00 per meeting (3 hour minimum). For meetings that are more than 3 hours, \$30.00 per hour will be paid for each additional hour. Mileage will be paid in accordance with the Township's approved mileage rate.

Strategic Plan Applicability: To ensure and enable an effective and efficient municipal administration.

Report Approval Details

Document Title:	Compliance Audit Committee.docx
Attachments:	- 2022-28 Compliance Audit Committee 2022 By-law.docx
Final Approval Date:	Aug 22, 2022

This report and all of its attachments were approved and signed as outlined below:

Elana Arthurs