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May 3, 2023

SENT BY EMAIL TO: MartinaC@dourodummer.on.ca

The Township of Douro-Dummer
c/o Martina Chait-Hartwig, Acting Clerk
894 South Street
P.O. Box 92
Warsaw, Ontario
K0L 3A0

Dear Mayor and Members of Council:

**Re: Integrity Commissioner Services - Annual Report – 2022
The Township of Douro-Dummer
Our File No. 35050-1**

Background

Effective September 1, 2020, Tony Fleming of Cunningham Swan in Kingston, Ontario, was appointed as the Integrity Commissioner for the Township of Douro-Dummer 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 the Township of Douro-Dummer in 2022, in accordance with section 223.6 (1) of the *Act*.

Role of the Integrity Commissioner

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

1. The application of the code of conduct for members of council and the code of conduct for members of local boards.

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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: the Township of Douro-Dummer

If Council requires ongoing 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 about their personal obligations.

Requests for Advice

We received one request for advice in 2022 under the Code of Conduct or potential conflicts of interests under the *Municipal Conflict of Interest Act*. These are the most common areas for which we provide advice as Integrity Commissioner.

¹ *Municipal Act*, section 223.3(1).

We encourage members of Council and Local Boards for the Township of Douro-Dummer 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 may be relied on should there be a complaint to the Integrity Commissioner on the same facts in the future.

Complaints/Applications for Inquiry

There was one complaint submitted to the Integrity Commissioner for the Township of Douro-Dummer in 2022.

We cannot discuss the details of the complaint received due to the obligation to preserve confidentiality imposed by the *Municipal Act*.

Closing Remarks

We thank the Township of Douro-Dummer 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 MCIA. 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.

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