



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF THE CAO

Mission Statement: As stewards of the Town of Amherstburg, we strive to improve the quality of life of all residents through the delivery of effective, efficient, and affordable services.

Author's Name: Kevin Fox	Report Date: June 13, 2024
Author's Phone: 519 736 0012 ext. 2272	Date to Council: June 25, 2024
Author's E-mail: kfox@amherstburg.ca	Resolution #:

To: Mayor and Members of Town Council

Subject: Engagement of Principles Integrity to Serve as Integrity
Commissioner for the Town of Amherstburg

1. RECOMMENDATION:

It is recommended that:

1. Principles Integrity **BE APPOINTED** to provide Integrity Commissioner Services for the Town of Amherstburg commencing July 1, 2024.

2. BACKGROUND:

Commencing on March 1, 2019, the Municipal Act, 2001, has required councils to appoint an Integrity Commissioner who reports to Council and who is responsible for performing, in an independent manner, the functions assigned by the municipality with respect to any or all of the following:

- The application of the code of conduct for members of council and the code of conduct for members of local boards;
- 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;
- The application of provisions of the Municipal Conflict of Interest Act to members;
- Requests from members of council and of local boards for advice respecting their obligations under the code of conduct and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board, as the case may be, governing the ethical behaviour of members;
- Requests from members of council and of local boards for advice respecting their obligations under the Municipal Conflict of Interest Act; and,

- 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 about the Municipal Conflict of Interest Act.

Council Resolution 20170612-767 appointed Bruce Elman as the interim Integrity Commissioner for the Town of Amherstburg.

Council Resolution 20180108-11 appointed Mr. Elman permanently to the role for a term which expired on December 31, 2019.

In addition, the Town, together with the City of Windsor and the Town of Lakeshore, was a party to a tripartite agreement for the Integrity Services of Mr. Elman which offered some cost savings on shared services such as the provision of Advisory Bulletins, the "Shared Agreement".

In 2020, the two year renewal clause in the initial contract was invoked, appointing Mr. Elman for a further two year term, which was further extended until June 30, 2024.

3. DISCUSSION:

Principles Integrity is a partnership formed in 2017 to focus on the provision of Integrity Commissioner and municipal governance services through its two principals, Jeffrey A. Abrams and Janice Atwood-Petkovski. Each of its principals have enjoyed a career focused on local government, and have experience at the local, single-tier, regional and provincial government levels.

Prior to joining Principles Integrity, Mr. Abrams was Clerk of the City of Vaughan, and prior to that he worked in a similar capacity for the Regional Municipality of York and the amalgamated City of Toronto. He began his career as a solicitor in the pre-amalgamation Municipality of Metropolitan Toronto. Ms. Atwood-Petkovski most recently was City Solicitor for the City of Hamilton and prior to that was City Solicitor in Vaughan. Her municipal career spans engagements with the legal departments of the Cities of Mississauga and Brampton, the Ministry of Municipal Affairs and Housing, and a term as an elected official on the Peel District School Board. Both have abundant training and experience in law, municipal government, governance, ethical behaviours, investigations, coaching and legislative drafting.

Principles Integrity represents approximately 50 municipalities and other public bodies across the province. Mr. Abrams and Ms Atwood-Petkovski are active members of MICO, an association of municipal integrity commissioners in Ontario. Mr. Abrams was recently a part-time professor at Seneca College, where he taught courses in municipal management and structures, and municipal law and ethics and was recently a featured speaker at the Annual Conference of the Association of Municipal Clerks and Treasurers of Ontario (AMCTO).

4. RISK ANALYSIS:

The Municipality is required to appoint an Integrity Commissioner in order to remain in compliance with the requirements in law. While there are no risks inherent in adopting the recommendation of this report, there is a risk that failure to appoint an Integrity Commissioner could result in the inability to successfully align with legislative requirements and to achieve successful outcomes of investigations.

5. FINANCIAL MATTERS:

A budget for Integrity Commissioner Services continues to exist within the Clerks Division to cover associated costs. Where investigations or other matters may exceed such allocations, a report would be brought to Council to identify the shortfall and the funding required, as applicable.

6. CONSULTATIONS:

Valerie Critchley, Chief Administrative Officer
Bruce Elman, Integrity Services
Sarah Sabihuddin, Deputy Clerk

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7. CORPORATE STRATEGIC ALIGNMENT:

Vision: Preserving our past while forging our future.

<i>Amherstburg Community Strategic Plan 2022 - 2026</i>	
<p style="text-align: center;">PILLAR 1 Deliver Trusted & Accountable Local Government</p> <ul style="list-style-type: none"> <input type="checkbox"/> Improve trust between council and staff, and residents, by strengthening governance and internal accountability structures. <input type="checkbox"/> Deliver transparent and efficient financial management. <input type="checkbox"/> Increase effective communication and engagement with residents. <input type="checkbox"/> Develop our staff team, resources, and workplace culture. <input type="checkbox"/> Continue to deliver strong core municipal services. <input type="checkbox"/> Ensure Amherstburg is an inclusive accessible and welcoming community committed to reconciliation. 	<p style="text-align: center;">PILLAR 3 Encourage Local Economic Prosperity</p> <ul style="list-style-type: none"> <input type="checkbox"/> Encourage development of commercial and industrial lands. <input type="checkbox"/> Continue to promote local tourism industry, especially overnight accommodation. <input type="checkbox"/> Continue to facilitate downtown development for residents and visitors. <input type="checkbox"/> Continue to leverage partnership opportunities with other provincial, federal, and local governments, agencies, and organizations.
<p style="text-align: center;">PILLAR 2 Invest in Community Amenities and Infrastructure</p> <ul style="list-style-type: none"> <input type="checkbox"/> Maintain safe, reliable and accessible municipal infrastructure and facilities. <input type="checkbox"/> Increase access to recreation opportunities for all ages. <input type="checkbox"/> Finalize and execute plans for town-owned lands (e.g. Duffy’s site, Belle Vue) <input type="checkbox"/> Create public access to water and waterfront <input type="checkbox"/> Prioritize opportunities to reduce environmental impacts of Town operations and increase Town resilience to climate change. 	<p style="text-align: center;">PILLAR 4 Shape Growth Aligned with Local Identity</p> <ul style="list-style-type: none"> <input type="checkbox"/> Define and communicate a vision for the Town’s future and identity. <input type="checkbox"/> Promote and plan for green and “climate change ready” development. <input type="checkbox"/> Review and implement policies that promote greater access to diverse housing. <input type="checkbox"/> Protect the Town’s historic sites and heritage. <input type="checkbox"/> Preserve the Town’s greenspaces, agricultural lands, and natural environment.

8. CONCLUSION:

Principles Integrity has agreed to provide Integrity Commissioner Services to the Town of Amherstburg, commencing on July 1, 2024, and requires Council to appoint them to legally act in this regard.



Kevin Fox
Clerk / Risk Manager

Report Approval Details

Document Title:	Engagement of Principles Integrity to Serve as Integrity Commissioner for the Town of Amherstburg.docx
Attachments:	
Final Approval Date:	Jun 14, 2024

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



Tracy Prince



Valerie Critchley

No Signature - Task assigned to Kevin Fox was completed by workflow administrator Sarah Sabihuddin

Kevin Fox