

**Subject: Appointment of Integrity Commissioner**

**Department: Corporate Services**

**Division: Clerks**

**Report #: CPS-2021-036**

**Meeting Date: 2021-05-10**

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### **Recommendations**

**That report CPS-2021-036, Appointment of Integrity Commissioner, be received.**

**And that Charles A. Harnick, ADR Chambers Inc. be appointed as the Integrity Commissioner for the Town of Orangeville;**

**And that the Mayor and Clerk be authorized to execute an agreement and any other documents necessary to finalize the appointment;**

**And that Council pass a by-law appointing Charles A. Harnick, ADR Chambers Inc. as Integrity Commissioner for the Town of Orangeville.**

### **Background and Analysis**

The Municipal Act requires all municipalities to have a Code of Conduct and to appoint an Integrity Commissioner. Council appointed Guy Giorno at the firm Fasken Martineau to be the Integrity Commissioner for the Town of Orangeville for the term August 1, 2016 to July 31, 2017 and renewed his contract for an additional four years.

With Mr. Giorno's contract coming to the end of its term on July 31, 2021, County of Dufferin staff issued a Request for Proposal (RFP) for integrity commissioner services for a 3 year contract, with an option for a 2 year extension. The RFP requested that candidates be excellent communicators, possess both personal and professional integrity and discretion, and have familiarity with investigatory procedures and the legal principles involved, particularly as they relate to evidence, legal interpretation and natural justice. Candidates were also required to demonstrate that they have extensive knowledge and appreciation of Provincial Statutes, municipal by-laws and the ability to

interpret the provisions of various statutes, regulations, policies and other enabling frameworks.

The RFP was issued on Tuesday, February 9, 2021 and closed on Thursday, March 11, 2021.

There were three proposals received from the following firms:

1. ADR Chambers Inc.
2. Investigative Solutions Network Inc.
3. Robert J. Swayze Barrister & Solicitor

The County Clerk, County Deputy Clerk, Town of Orangeville Clerk and Township of Amaranth CAO/Clerk reviewed the proposals and provided a weighted ranking based on the criteria. The RFP was awarded to the firm of ADR Chambers Inc. based on the weighted factors and it is recommended that Charles A. Harnick of ADR Chambers Inc. be appointed as the Integrity Commissioner for the Town of Orangeville.

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## **Strategic Alignment**

### **Orangeville Forward – Strategic Plan**

Priority Area: Strong Governance

Objective: Transparent and Fair Decision-Making Processes

### **Sustainable Neighbourhood Action Plan**

Theme: Corporate and Fiscal

Strategy: Create and Integrate sustainability principles into Town policies, procedures and practices

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## **Notice Provisions**

Not applicable

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## **Financial Impact**

The proposed fee for the Integrity Commissioner is a \$2000.00 annual retainer and an hourly rate of \$300.00 for service in the event of investigations or for providing advice.

The total financial impact will depend on the number and complexity of investigations as well as the number of inquiries received.

Respectfully submitted

Reviewed by

Andrea McKinney  
General Manager, Corporate Services

Karen Landry  
Town Clerk, Corporate Services

Prepared by

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**Attachment(s):** Not Applicable