



SUBJECT: Joint Election Compliance Audit Committee with Halton Regional Municipalities
TO: Corporate Services, Strategy, Risk & Accountability Cttee.
FROM: Office of the City Clerk

Report Number: CL-23-22

Wards Affected: Not applicable

File Numbers: 165-01

Date to Committee: June 6, 2022

Date to Council: June 21, 2022

Recommendation:

Approve the 2022-2026 Joint Compliance Audit Committee Terms of Reference attached as Appendix A to office of the city clerk report CL-23-22.

PURPOSE:

Vision to Focus Alignment:

- Building more citizen engagement, community health and culture

Background and Discussion:

Under the *Municipal Elections Act*, 1996 (MEA) (s. 88.37(1), “a Council or local board shall establish a compliance audit committee before October 1 of an election year for the purposes of the Act.” As each municipality is required to form a committee, it presents the opportunity for the creation of a shared committee for all Halton area municipalities.

Under the MEA, a qualified elector who believes on reasonable grounds that a candidate or registered third party has contravened a provision of the MEA relating to election campaign finances may apply for a compliance audit of the candidate’s or registered third party’s election campaign finances. Any completed applications would be submitted to the City Clerk and forwarded to the Compliance Audit Committee for review.

In 2018, Burlington Council approved a Terms of Reference establishing a Joint Compliance Audit Committee with Halton Region, the Town of Milton, the Town of Oakville and the Town of Halton Hills for the current term of Council. In accordance with the Terms of Reference, the mandate of the current committee is considered complete at the end of each four-year term of Council.

At the time of writing this report, the Terms of Reference for the 2022-2026 Joint Compliance Audit Committee (appendix A) has been adopted by Halton Region, the Town of Oakville, and the Town of Milton.

Financial Matters:

The Terms of Reference include a retainer of \$400 per member and a per diem of \$250 for attendance at each meeting, and mileage at the current rate of the City (appendix A). The per diem and mileage will be paid only by the municipality requesting services of the Committee. These rates are consistent with the rates paid by other Regional Municipalities for their respective Compliance Audit Committees.

Total Financial Impact

Not applicable

Source of Funding

Costs associated with the Joint Audit Compliance Committee will be funded from the municipal elections operating budget.

Other Resource Impacts

Not applicable

Climate Implications

Not applicable

Engagement Matters:

A targeted recruitment of the Joint Compliance Audit Committee will be coordinated by the Regional Clerk. This opportunity will be advertised in Halton local newspapers and organizations such as the Institute of Chartered Accountants of Ontario, the Law

Society of Upper Canada and area universities. Information and an application form will also be made available on the City's website.

Conclusion:

Halton Region will be commencing advertising to seek applications for the committee, with the City Clerk responsible for establishing procedures for the committee which will be posted on the City's website. The selection committee will be comprised of the Clerks of the participating municipalities.

Respectfully submitted,

Samantha Yew

Manager of Committee Services/Deputy City Clerk

905-335-7600 ext.7490

Appendices:

- A. Joint Compliance Audit Committee Terms of Reference

Report Approval:

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Counsel.