
SUBJECT: Integrity Commissioner's periodic report
TO: Committee of the Whole
FROM: Legal and Legislative Services
Legislative Services

Report Number: LLS-43-25

Wards Affected: not applicable

Date to Committee: September 8, 2025

Date to Council: September 16, 2025

Recommendation

Receive for information legislative services report LLS-43-25 providing the periodic report from Principles Integrity, Integrity Commissioner for the City of Burlington attached as Appendix A.

Executive Summary

Purpose of report:

- The Integrity Commissioner is appointed to act in an independent manner on the application of the Code of Good Governance and other rules and procedures governing the ethical behaviour of Members of Council
- The purpose of this report is to transmit the Integrity Commissioner's Periodic Report, covering the period from June 1, 2023 to April 30, 2025

Key findings:

During the period covered in this report:

- Two training sessions were provided to City committees – ethics training for the Committee of Adjustment, and onboarding for the Pipeline to Permit Committee;
- Twenty-seven (27) such requests for advice were received from Members of Council and other eligible local board and Committee members;
- Nineteen (19) complaints were received. All complaints were able to be resolved without necessitating a report to Council.

Information Report

Background

Bill 68, the Modernizing Ontario's Municipal Legislation Act, 2017, which received Royal Assent on May 30, 2017, expanded the responsibilities of the Integrity Commissioners. It required that all municipal governments provide access to an Integrity Commissioner by either appointing its own Integrity Commissioner or making provisions that the services of an Integrity Commissioner be provided by another municipality. The City of Burlington's Integrity Commissioner is Principles Integrity.

The Integrity Commissioner is appointed to act in an independent manner on the application of the Code of Good Governance and other rules and procedures governing the ethical behaviour of Members of Council.

The Integrity Commissioner is responsible for providing Integrity Commissioner services on an as required basis in accordance with sections 223.3 to 223.8 of the *Municipal Act, 2001*, as amended. The services include, but are not limited to, the following duties and responsibilities:

- Act as an advisor to Council;
- Provide advice on and assist with any drafting related to the code of conduct governing members of Council ;
- Conduct investigations regarding alleged breaches of the code of good governance governing members of Council ;
- Provide information to Council as to obligations under the code of good governance, policies and procedures, rules and legislation governing members on ethical behaviour
- Provide advice to individual members regarding specific situations as they relate to the application of the code of good governance, policies and procedures, rules and legislation governing members on ethical behaviour;
- Provide information to the public regarding the code of good governance and the obligations of members of Council under the code of good governance, policies and procedures, rules and legislation governing their members on ethical behaviour; and
- Provide annual reports to Council summarizing the activities of the Integrity Commissioner.

The Integrity Commissioner is required to preserve secrecy in all matters that come to their knowledge in the course of their duties. At the same time, the municipality is required to ensure that reports received from the Integrity Commissioner are made available to the public.

Analysis

The Integrity Commissioner's Periodic Report from Principles Integrity, attached as Appendix A, covers the period from June 1, 2023, the date of their last report, through April 30, 2025. During this period:

- Two training sessions were provided to City committees – ethics training for the Committee of Adjustment, and onboarding for the Pipeline to Permit Committee;
- Twenty-seven (27) such requests for advice were received from Members of Council and other eligible local board and Committee members;
- Nineteen (19) complaints were received. All complaints were able to be resolved without necessitating a report to Council.

Additionally, this report provides some commentary from the Integrity Commissioner regarding the Provincial Review of Code of Conduct/Integrity Commissioner System. This legislation and the Code of Conduct will be brought forward and discussed at a future meeting.

Recommendation Details

There is no additional action required for this periodic report.

Key Dates & Milestones

None

Implications

The annual retainer for the Integrity Commissioner is \$1500 with an hourly rate of \$275 for advice or investigations. Integrity Commissioner services is a budgeted expense through the Office of the City Clerk operating budget.

The City's website includes a [dedicated page for the Integrity Commissioner](#) with instructions on making an informal inquiry and a formal complaint.

References

[2020 Integrity Commissioner Report](#) (June 18, 2018 to April 30, 2020)

[2021 Integrity Commissioner Report](#) (May 2020 to July 31, 2021)

[2023 Integrity Commissioner Report](#) (August 1, 2021 to May 31, 2023)

Strategic Alignment

- Designing and delivering complete communities
 - Providing the best services and experiences
 - Protecting and improving the natural environment and taking action on climate change
 - Driving organizational performance
-

Author:

Lisa Campion
Manager of Information Governance/Deputy Clerk
lisa.campion@burlington.ca

Appendices:

- A. Integrity Commissioner's Periodic Report from Principles Integrity, June 1, 2023 to April 30, 2025

Report Approval:

All reports are reviewed and approved by the Commissioner, Head of Corporate Affairs, Chief Financial Officer, and Commissioner of Legal and Legislative Services/City Solicitor.