

## Report to Council

**Report Title:** 2022 Election Compliance Audit Committee

**Prepared By:** Fiona Hamilton, Director of Legislative and Legal Services (Clerk)

**Department:** Clerk's

**Date:** March 8, 2022

**Report Number:** CLK2022-04 **File Number:** C11CL, C07

**Attachments:** Compliance Audit Committee Terms of Reference

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### Recommendation:

That the Council of the Municipality of Brockton hereby approves Report Number CLK2022-04 – 2022 Election Compliance Audit Committee, prepared by Fiona Hamilton, Director of Legislative and Legal Services (Clerk) for information purposes and approves bringing forward a by-law establishing and appointing the members of the Compliance Audit Committee for the upcoming election.

### Report:

#### Background:

The *Municipal Elections Act, 1996*, S.O. 1996, c. 32, Sched. (the "Act") requires each Municipality to establish a separate Committee known as the Compliance Audit Committee tasked with reviewing, auditing and reporting on any alleged violations of the rules regulating election finances. The Compliance Audit Committee must be established and the members appointed prior to October 1 in an election year.

#### Analysis:

Municipal staff have attached draft Terms of Reference for the Compliance Audit Committee based on the requirements in the Act.

Municipal staff have also reviewed potential candidates with the unique skill set required and are recommending that the following individuals be appointed in Brockton's Municipal Compliance Audit Committee:

- 1) John Bujold is an accountant with the local firm of BakerTilly and has been Brockton's auditor for many years and has served on previous Compliance Audit Committee;
- 2) Susan Weigel is an accountant who worked for the Walkerton BDO for many years and now works on a contract basis. Ms. Weigel served on the previous Compliance Audit Committee as well.

- 3) Carman Stafford is a Walkerton lawyer who was called to the bar in 2017. Ms. Stafford practices corporate law, real estate and is familiar reviewing financial statements.
- 4) Julia Fischer is a Walkerton lawyer who was called to the bar in 2012 and has represented the Municipality of Brockton in previous administrative matters and provincial offences prosecutions.

Both accountants have previous audit experience and both lawyers have previous municipal law experience.

These are difficult members to recruit who must have the skill set as outlined in the Terms of Reference. Municipal staff are pleased the individuals noted above have confirmed their willingness to serve on the Compliance Audit Committee for 2022.

### **Strategic Action Plan Checklist:**

What aspect of the Brockton Strategic Action Plan does the content/recommendations in this report help advance?

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|---|-----|
| • Recommendations help move the Municipality closer to its Vision                       | N/A |
| • Recommendations contribute to achieving Heritage, Culture, and Community              | N/A |
| • Recommendations contribute to achieving Quality of Life                               | N/A |
| • Recommendations contribute to achieving Land Use Planning and the Natural Environment | N/A |
| • Recommendations contribute to achieving Economic Development                          | N/A |
| • Recommendations contribute to achieving Municipal Governance                          | N/A |

### **Financial Impacts/Source of Funding:**

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

The cost of the Compliance Audit Committee, which will only meet if required, would be included in the 2022 Municipal Election Budget.

### **Reviewed By:**



Trish Serratore, Chief Financial Officer

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### **Respectfully Submitted by:**



Fiona Hamilton, Director of Legislative and Legal Services (Clerk)

**Reviewed By:**

A handwritten signature in black ink, appearing to read 'Sonya Watson', with a stylized flourish extending to the right.

Sonya Watson, Chief Administrative Officer