

Type of Decision							
Meeting Date	Tuesday, September 11, 2018			Report Date	Thursday, Sept. 6, 2018		
Council Decision Required	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Priority	X	High	Low
Complies with Current Policy	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Creates New Policy	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Aligns with Strategic Plan	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Priority in Asset Management Plan	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Follows Procedure By-law	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Follows Procurement By-Law	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Aligns with Zoning By-Law	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	Aligns with previous Council precedent	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
As per Provincial Legislation	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Provincial Act or Regulation	The Municipal Elections Act		
Direction	x	Information Only		Type of Meeting	X	Open	Closed
<b>REPORT TITLE - Elections Compliance Audit Committee</b>							
Report #11/09/2018 - 1004							

**Subject: Appointment of a firm to perform duties of the elections compliance audit committee as legislated.**

### RECOMMENDATION:

That Council adopt the following recommendations.

Resolution #1

**WHEREAS** the Municipal Elections Act, 1996 legislates that each municipality shall appoint an Elections Compliance Audit Committee;

**AND WHEREAS** in 2014 upon request for candidates we received but one response for our representative on a joint committee with Laurentian Hills and Deep River;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby adopt By-Law 2018-21 being a by-law to appoint an Elections Compliance Audit Committee for the Corporation for the term of council beginning in December of 2018 as read a first time short and passed this 11<sup>th</sup> day of September, 2018.

### BACKGROUND/EXECUTIVE SUMMARY:

1. This requirement was introduced in 2014. At that point, Council lobbied the County to do as other Counties were doing - to create a committee which would offer services to all lower tiers. They refused.
2. Staff then consulted with our neighbours and tentatively formed a committee with one representative from each municipality. Even that was difficult to come up with.
3. When we learned that E4M provides this service, with qualified, trained individuals willing to step in depending on the type of investigation required in the specific situation, it seems the most time and cost effective thing to do.

4. At this point in time, Laurentian Hills, Deep River nor HCM have created a training program, guidelines, policy etc. for this committee. Thankfully, its services were not needed.
5. E4M provides that for us on a fee for use basis.
6. Fees are lower than previously paid for legal services from various law firms.

### **Options/Discussion:**

#### **Option 1 – Form a committee on our own.**

##### **a. Pros**

- i. local

##### **b. Cons**

- i. Challenge in finding interested, qualified and objective individuals and subsequent training and guidance from staff.
- ii. Laurentian Hills is considering E4M as well, Deep River is going another route so they are not interested in a joint committee due to the time and efforts required for training, policy development etc. if services are required.

#### **Option 2 – Appoint another firm to perform these duties.**

##### **a. Pros**

- i. ?

##### **b. Cons**

- ii. We are not aware of other firms providing this service at this time.
- iii. Time/costs of having another firm become familiar with our municipality.

#### **Option 3 – Appoint Expertise for Municipalities**

##### **c. Pros**

- i. They are familiar with our policies and our municipality.
- ii. They do business with our neighbour municipalities.
- iii. They have a number of experts with various municipal, legal and financial experience available depending on what the specific situation calls for.
- iv. Cost effective.

##### **d. Cons**

- i. They are familiar with our municipality.
- ii. Proximity – although there is no one offering these services locally.

### **Financial Considerations – Budget Impact:**

Compensation will be required to be paid to each of the committee members if and when they are required to fulfill their obligations. The amount will depend on how many elections violations are perceived by members of the electorate and whether or not they wish to pursue them.

### **Others Consulted:**

Sherry Batten, CAO - Laurentian Hills, Jackie Mellon, Deputy Clerk - Deep River

Approved and Recommended by the Clerk

Melinda Reith,  
Municipal Clerk

*Melinda Reith*