



**City of Kingston
Report to Council
Report Number 21-227**

To: Mayor and Members of Council
From: Brad Joyce, Commissioner, Corporate Services
Resource Staff: John Bolognone, City Clerk
Date of Meeting: September 7, 2021
Subject: Extension of the Term of the Integrity Commissioner Until
Completion of Integrity Commissioner RFP Process and
Selection

Council Strategic Plan Alignment:

Theme: Regulatory & compliance

Goal: See above

Executive Summary:

On [September 19, 2017](#), Council authorized the Mayor and City Clerk to enter into a four year contract with Principles Integrity, pursuant to the results of Request for Proposal (RFP) F31-CES-CC-2017-1, for the position of Integrity Commissioner. The term of the contract that was executed between the City and Principles Integrity expires on October 31, 2021. Before the end of the third quarter of 2021, the City will be issuing a RFP for the position of Integrity Commissioner. Since it is not likely that the submissions received in response to this RFP will be evaluated prior to the expiry of the current contract with Principles Integrity, staff is recommending that Principles Integrity continue in the position of Integrity Commissioner for a further two (2) months, until December 31, 2021.

Recommendation:

That Council authorize the extension of the term for the position of Integrity Commissioner with Principles Integrity, for a further two (2) months, until December 31, 2021.

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Authorizing Signatures:

ORIGINAL SIGNED BY COMMISSIONER

**Brad Joyce, Commissioner,
Corporate Services**

ORIGINAL SIGNED BY CHIEF
ADMINISTRATIVE OFFICER

**Lanie Hurdle, Chief
Administrative Officer**

Consultation with the following Members of the Corporate Management Team:

Paige Agnew, Commissioner, Community Services	Not required
Peter Huigenbos, Commissioner, Business, Environment & Projects	Not required
Jim Keech, President & CEO, Utilities Kingston	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	Not required
Sheila Kidd, Commissioner, Transportation & Public Works	Not required

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Options/Discussion:

Section 223.3(1) of the [Municipal Act, 2001](#) (the “Act”) provides authority for Council to delegate to the Integrity Commissioner some or all of the policy matters surrounding the enforcement of Codes of Conduct for elected officials and members of local boards. The Act outlines the Integrity Commissioner’s powers of inquiry, sanction, and delegation, as well as confidentiality and reporting requirements. City of Kingston By-Law Number 2017-64, [A By-Law to Establish an Accountability Framework for the City of Kingston](#), provides that “Council shall appoint an integrity Commissioner to provide accountability services pursuant to the Code of Conduct and the Complaint Protocol”.

On [November 15, 2016](#), the following resolution, in part, was approved by Council:

That staff initiate the process to retain an integrity commissioner on an on-going basis.

The By-Law to Establish an Accountability Framework for the City of Kingston, was passed by Council on [April 4, 2017](#), further provides that:

“the City of Kingston will benefit from having a framework that creates a regime to provide for a code of conduct, the appointment of an Integrity Commissioner and the accountability services to be provided by an Integrity Commissioner”; and that

“Council shall appoint an Integrity Commissioner to provide accountability services pursuant to the Code of Conduct and the Complaint Protocol”; and that

“The Integrity Commissioner shall be appointed for a four (4) year term of office”.

The City of Kingston issued Request for Proposal (RFP) F31-CES-CC-2017-1 for the Integrity Commissioner. On November 1, 2017, the City entered into a Professional Services Agreement with Principles Integrity for the provision of Integrity Commissioner services, pursuant to the results of RFP F31-CES-CC-2017-1. The term of the agreement is set to expire on October 31, 2021. Accordingly, staff will be issuing a RFP for the position of Integrity Commissioner subject to Council approval.

The agreement between the City and Principles Integrity states that the agreement may be extended upon mutual agreement of the parties. The City has been in contact with Principles Integrity, and both parties have agreed to extend the term of the agreement for a further two (2) months, until December 31, 2021, subject to Council approval. It is expected that a new contract for Integrity Commissioner services will commence at beginning of 2022.

Existing Policy/By-Law:

[Municipal Act, 2001](#)

[City of Kingston Code of Conduct](#)

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[By-Law 2000-134](#), A By-Law to Establish Purchasing Policies and Procedures for the City of Kingston

[By-Law 2017-64](#), A By-Law to Establish an Accountability Framework for the City of Kingston

Notice Provisions:

None

Accessibility Considerations:

None

Financial Considerations:

Sufficient funds are available in the approved operating budget for the City Clerk's Department.

Contacts:

John Bolognone, City Clerk, 613-546-4291 extension 1316

Other City of Kingston Staff Consulted:

Alan McLeod, Deputy City Solicitor

Exhibits Attached:

None