

City of Belleville

Report No: CC-2025-01

Meeting Date: February 10, 2025



To: Mayor and Members of Council

Department: Corporate Services

Staff Contact: Doug Irwin, City Clerk

Subject: Integrity Commissioner Services

Recommendation:

That, pursuant to the City Clerk's Report No. CC-2025-01 re: Integrity Commissioner Services, John Mascarin, Aird & Berlis, be appointed Interim Integrity Commissioner for the City of Belleville effective February 1, 2025.

And that the appropriate By-law be brought forward for Council's consideration.

Strategic Plan Alignment:

The City of Belleville's Strategic Plan identifies nine strategic themes. This report aligns with each of the City's nine strategic themes and the City's mission statement by providing innovative and efficient services in support of our community's vision.

Background:

At the November 9, 2020 meeting, Council appointed Robert J. Swayze, Barrister & Solicitor, as the City of Belleville's Integrity Commissioner.

On January 20, 2025, Mr. Swayze advised staff that, effective immediately, he was no longer able to carry out the Integrity Commissioner role for the City of Belleville. Mr. Swayze recommended that John Mascarin, Aird & Berlis, assume the Integrity Commissioner role for the City.

Section 223.3 of the Municipal Act, 2001, as amended, requires the municipality to appoint an Integrity Commissioner.

It is the role of the Integrity Commissioner to report to Council. The Integrity Commissioner is responsible for performing, in an independent manner, the functions assigned by the municipality with respect to any or all of the following:

1. Application for the Code of Conduct for council/local boards.
2. Application of procedures, rules and policies governing ethical behavior.
3. Application of the Municipal Conflict of Interest Act.
4. Request from members of council/local boards for advice on Code of Conduct.
5. Requests from members of council/local boards for advice under procedures, rules and policies governing ethical behavior.
6. Requests from members of council/local boards for advice under the Municipal Conflict of Interest Act.
7. Provision of educational information to members of council, local boards, the municipality and the public about the Code of Conduct and the Municipal Conflict of interest Act.

In order to meet the legislative requirements in the short-term, the City needs to appoint an Interim Integrity Commissioner. The current situation necessitates an immediate establishment through a Single Source procurement strategy, in alignment with Section 30.2 of the City's Purchasing By-law 2023-183.

A Request for Proposal (RFP) will be issued for Integrity Commissioner Services to fulfill the legislative requirements in the long-term. The anticipated timing of the release of this RFP is by summer 2025.

Financial/Analysis:

Funds are included in the annual Operating Budget for the provision of Integrity Commissioner services.

Annual expenses for the Integrity Commissioner depend on how often their services are required.

Conclusion:

Staff, along with Mr. Swayze, recommend that John Mascarin, Aird & Berlis, be appointed as the Interim Integrity Commissioner for the City of Belleville effective February 1, 2025.

Approved by:

Jaclyn Morgan, Purchasing Supervisor
Brandon Ferguson, Director of Finance, Treasurer
Marie Doherty, Director, People and Corporate Services
Matt MacDonald, Chief Administrative Officer

Status:

Approved - 04 Feb 2025
Approved - 04 Feb 2025
Approved - 05 Feb 2025
Approved - 05 Feb 2025