

# THE CORPORATION OF THE TOWN OF KINGSVILLE

## BY-LAW 79-2018

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### Being a by-law to establish a Compliance Audit Committee and appoint members thereto

**WHEREAS** Section 88.37 of the *Municipal Elections Act, 1996* (the "Act") requires municipalities to appoint a Compliance Audit Committee to deal with matters regarding election campaign finances before October 1 in the election year.

**AND WHEREAS** Section 88.37 of the Act provides that the term of the Kingsville 2018 Election Compliance Audit Committee is the same as the term of the Council that takes office following the election, being December 1, 2018 to November 14, 2022.

**AND WHEREAS** the Council of The Corporation of the Town of Kingsville deems it expedient to appoint members to the Kingsville 2018 Election Compliance Audit Committee for the term the Committee.

### **NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF KINGSVILLE ENACTS AS FOLLOWS:**

1. A Compliance Audit Committee is hereby established to deal with the matters provided for in Section 88.33, 88.34 and 88.36 of the *Municipal Elections Act, 1996*.
2. The business of the Compliance Audit Committee shall be conducted in accordance with the Terms of Reference set out in Schedule "A" attached hereto, which shall form part of this By-law.
3. The following members be and they are hereby appointed to the Compliance Audit Committee for the term of the committee:

Dr. C. Lloyd Brown-John

Russell L. Horrocks

Sandra Zwiers


**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS  
25<sup>th</sup> DAY OF JUNE, 2018.**

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**MAYOR, Nelson Santos**

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**CLERK, Jennifer Astrologo**

	<b>TERMS OF REFERENCE</b>  <b>COMPLIANCE AUDIT COMMITTEE</b>
<b>Approved: May 14, 2018</b>	

COMMITTEE PARTICULARS			
<b>Type:</b>  Statutory		<b>Authorizing or Mandating Legislation:</b>  <i>Municipal Elections Act, 1996 – section 88.37</i>	
<b>Date of Formation:</b>		<b>Term:</b>  December 1, 2018 to November 14, 2022	
<b>Meeting Frequency:</b>  As may be required under the <i>Municipal Elections Act, 1996</i> .			
<b>Resource:</b>  Internal: Director of Corporate Services / Clerk		<b>Staff Support:</b>  Deputy Clerk – Administrative Services	
<b>Number of Council Members:</b>  None		<b>Number of Community Members:</b>  Three, drawn from the following groups: <ul style="list-style-type: none"><li>a) accounting and audit – accountants or auditors with experience in preparing or auditing the financial statements of municipal candidates;</li><li>b) academic – college or university professors with expertise in political science or local government administration;</li><li>c) legal; and/or</li><li>d) other individual with knowledge of the campaign financing rules of the <i>Municipal Elections Act, 1996</i>.</li></ul>	
<b>Procedural By-law:</b>  By-law 55-2016, as amended from time to time		<b>Remuneration:</b>  \$100.00 per attendance	
LINK TO STRATEGIC PLAN			
None			
PURPOSE			
To fulfill the mandatory requirements of section 88.37 of the <i>Municipal Elections Act, 1996</i>			
SCOPE OF WORK			
The Committee shall perform the functions relating to a compliance audit as outlined in sections 88.33, 88.34 and 88.36 the <i>Municipal Elections Act, 1996</i> , including: <ul style="list-style-type: none"><li>• receive and decide whether to grant or reject applications for compliance audit of candidates' and registered third party election campaign finances;</li><li>• review reports submitted by the Clerk with respect to any contributor who appears to have contravened the contribution limits established in the <i>Municipal Election Act, 1996</i>;</li><li>• appointing an auditor, if the application is granted;</li><li>• receiving the auditor's report; and</li><li>• considering the auditor's report and decide whether legal proceedings should be commenced.</li></ul>			
REQUIRED SKILLS			
Strategy	Project Management	<b>X</b> Finance/ Accounting	<b>X</b> Communications
Risk Management	Business Management	<b>X</b> Legal	<b>X</b> Critical Thinking / Analysis
Stakeholder Relations	Land Use Planning	<b>X</b> Organization	