

**THE CORPORATION  
OF THE TOWNSHIP OF SOUTH ALGONQUIN**

**BY- LAW NO. 14-470**

**Being a By-Law to establish a Joint Compliance Audit Committee  
for the 2014 municipal election and to adopt the terms of reference  
for the committee;**

**WHEREAS** the Municipal Elections Act, 1996, S.O. 1996, c.32 as amended requires municipalities to establish a Compliance Audit Committee;

**AND WHEREAS** the Township of South Algonquin deem it expedient to establish a Compliance Audit Committee and adopt the terms of reference for the committee;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Corporation of the Township of South Algonquin enacts as follows;

1. That the following members be hereby appointed as the 2014 Municipal Election Compliance Audit Committee, for the Corporation of the Township of South Algonquin.

Mervin Dunn

James Etmanski

Robert Shouldice

2. That the terms of reference attached hereto as Schedule 'A' be adopted as the Terms of Reference for the Joint Compliance Audit Committee for the Corporation of the Township of South Algonquin.
3. That this By-Law shall come into force and take effect immediately upon the passing thereof by the Council of the Corporation of the Township of South Algonquin

Read a First, Second and Third time and passed on the 2<sup>nd</sup> day of October 2014

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Mayor-Jane Dumas

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CAO/Clerk Treasurer-Suzanne Klatt

## **SCHEDULE “A”**

### **TERMS OF REFERENCE FOR COMPLIANCE AUDIT COMMITTEE**

The powers and functions of the Committee are set out in Section 81 of the *Municipal Elections Act, 1996*.

1. Within 30 days of receipt of an application requesting a compliance audit, the Committee shall consider the compliance audit application and decide whether it should be granted or rejected;
2. If the application is granted, the Committee shall appoint an auditor to conduct a compliance audit of the candidate’s election campaign finances;
3. The Committee will review the auditor’s report within 30 days of receipt and decide whether legal proceedings should be commenced; and
4. If the auditor’s report indicates that there were no apparent contraventions and if it appears that there were no reasonable grounds for the application, the Committee shall advise Council accordingly.

Members of the Council, staff or candidates running for office in the 2014 municipal election are not eligible to be appointed to the Committee. Should an appointed Member accept employment with the municipality, or register as a candidate, his or her appointment will be terminated.

All Committee Members must agree in writing that they will not work for or provide advice to any candidate running for municipal office in the municipality, including undertaking audits or preparing financial statements for the 2014 electoral candidates.

#### **TERM**

The term of the Committee is the same as the term for Council.

#### **CHAIR**

The three-Member Committee called to hear a request for a compliance audit shall select one of its Members to act as Chair at the first meeting.

#### **PROPOSED MEETING SCHEDULE**

The Committee shall meet as needed with meetings to be scheduled by the Clerk, in consultation with the Chair, when a compliance audit application is received. Meetings of the Committee shall be in accordance with the open meeting requirements of the provisions in the *Municipal Act, 2001*.

#### **STAFFING AND FUNDING**

Municipal staff shall provide administrative support to the Committee. The municipality shall be responsible for all associated expenses.

#### **REMUNERATION**

Remuneration for committee members will be at the rate of \$100.00 per meeting, per member, plus mileage and meals for out of town meetings at the approved municipal rate.

#### **REPORTS TO COUNCIL**

An information report will be provided to Council when a function of the Compliance audit committee is undertaken.

**COMPLIANCE AUDIT COMMITTEE  
CONTACT INFORMATION**

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