Appendix C – *Mandate and Duties of Integrity Commissioner*

1. *Advisory*:

a. To provide written and oral advice to individual Members of Council on questions under the Code of Conduct, *The Municipal Council Conflict of Interest Act* and any other by-laws, policies, or Acts governing the behaviour of Council.

b. To provide Council with specific and general opinions and advice on by-laws, policies, protocols or Acts regulating the conduct of Members of Council, and issues of compliance with those by-laws, policies, protocols or Acts.

2. *Investigative*:

a. To investigate complaints from members of the public, City staff or other Members of Council involving conflict or bylaw matters of Members of Council

b. To conduct inquiries into a request made by Council, a Member of Council, or a member of the public, into whether a Member of Council has contravened any applicable by-law, policy, or Act and report to Council on its findings.

3. Educational:

To publish an annual report on the work of the office of the Integrity Commissioner including examples in general terms of advice rendered and complaints received and disposed of.

4. Other Duties:

Oversee the City's Lobbyist Registry, should one be established.

The City Clerk's Department will retain the budget, if approved, and provide support services and administrative functions to the Office of the Integrity Commissioner as required.