

# Memorandum

Date: July 21, 2024

To: Members of Council

From: Kevin Klingenberg, Municipal Clerk, Corporate Services

Subject: Submission of Report on Integrity Commissioner Complaint

The Integrity Commissioner submitted a report to the Municipal Clerk on June 24, 2024 regarding a received complaint, attached as schedule A to this memo.

[The Code of Conduct for Members of Council and Designated Boards](#) section 15.5 requires the Clerk to give a copy of an Integrity Commissioner's report to the complainant and respondent member where a complaint is sustained. This requirement was completed on June 26, 2024.

Section 16 in the Code of Conduct requires the Clerk to submit any investigation report by the Integrity Commissioner to Council at its next meeting and the report shall be considered in Open Session. Provision of this memo and its schedule serves as fulfilling the Clerk's Code of Conduct section 16 requirement.

Section 17.1 in the Code of Conduct requires the Integrity Commissioner, Clerk, and all affected individuals in the investigation to preserve confidentiality where appropriate and where this does not interfere with the course of any investigation, except as required by law and as required by this complaint protocol.

The respondent Member shall have the right of reply when the report is considered by Council, and the right to vote on the report as the sanctions are not of a pecuniary nature.

## ATTACHMENTS

Schedule A: June 24, 2024 Report on Complaint re: Councillor David Sheen – DGB-CaledonICI-2024-02