

TO	Council
DATE	February 23, 2026
DEPARTMENT	Corporate Services
REPORT TITLE	Compliance Audit Committee Appointments 2026-2030
REPORT NUMBER	CORP-2026-002

EXECUTIVE SUMMARY

PURPOSE OF REPORT

To appoint members to the joint Compliance Audit Committee serving the Townships of Scugog, Brock and Uxbridge for the 2026-2030 Council term in accordance with the Municipal Elections Act, 1996.

KEY FINDINGS

- The Municipal Elections Act requires Council to establish a Compliance Audit Committee before October 1 in an election year.
- The Townships of Scugog, Brock and Uxbridge have jointly recruited and selected members to serve on a shared Compliance Audit Committee for the 2026-2030 term.
- The recommended appointments ensure the Committee is in place prior to the statutory deadline and able to fulfill its quasi-judicial responsibilities under the Act.

STRATEGIC ALIGNMENT

This report supports the Township's commitment to legislative compliance and accountable governance. Establishing the Compliance Audit Committee ensures statutory oversight of municipal election campaign finances.

RECOMMENDATION

1. **THAT** Report CORP-2026-02, Compliance Audit Committee Appointments 2026-2030, be received; and,
2. **THAT** Heather Allison, Danielle Knight, Mario Longo be appointed as members and that Richard Haydon be appointed as an alternate member of the Compliance Audit

Committee serving the Township of Scugog, which is jointly established with the Townships of Brock and Uxbridge, for the 2026-2030 term of Council.

BACKGROUND

Section 88.37(1) of the [Municipal Elections Act, 1996](#) (the “Act”) requires municipalities to establish a Compliance Audit Committee on or before October 1 in an election year. The Committee is responsible for reviewing applications requesting audits of candidates and registered third party advertisers’ campaign finances and for reviewing reports from the Clerk citing apparent contraventions of contribution limits.

For multiple Council terms, the Townships of Scugog, Brock and Uxbridge have appointed a joint Compliance Audit Committee comprised of three members and one alternate member. The Committee has authority under the Act to:

- Review applications (from citizens or the Returning Officer) for a compliance audit and grant or reject audit requests within 30 days of receipt
- Appoint an auditor where an audit is granted and review the audit report
- Determine whether legal proceedings shall be commenced
- Consider reports from the Clerk regarding apparent contraventions and determine whether to commence legal proceedings

DISCUSSION

Scugog, Brock and Uxbridge conducted a joint recruitment process for the 2026-2030 term. Applications were reviewed collaboratively by the Clerks of the participating municipalities. Candidates were evaluated based on:

- Knowledge of municipal election campaign finance legislation
- Analytical and decision-making skills
- Experience in accounting, law or law enforcement
- Demonstrated impartiality and neutrality
- Availability to serve for the duration of the Council term

Based on this review, the individuals identified above are recommended for appointment, having satisfied the legislative requirements and the selection criteria established in the 2026-2030 Terms of Reference. An alternate member is recommended to ensure continuity should a member be unable to fulfill their duties.

FINANCIAL CONSIDERATIONS

Members of the Compliance Audit Committee are compensated in accordance with the 2026-2030 Terms of Reference as follows:

- \$400 retainer per member for the Council term
- \$150 per meeting, plus mileage where applicable

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Retainer and meeting costs are shared proportionally among the Townships of Scugog, Brock and Uxbridge. Additional costs, including the appointment of an auditor or the retention of external legal counsel, are borne by the municipality in respect of which the application or matter arises.

CONSULTATION / ENGAGEMENT

The positions were advertised jointly by Scugog, Brock and Uxbridge. Applications were reviewed collaboratively by the Clerks/Returning Officers of the participating municipalities.

ATTACHMENTS

Attachment No. 1 - Compliance Audit Committee Terms of Reference: 2026-2030

Authored by:

Approved by:

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CAO
