



## Corporation of the Township of Brock

### Staff Report to the Members of Council

**From:** Fernando Lamanna  
**Position:** Deputy CAO & Clerks  
**Title / Subject:** 2026-2030 Municipal Election Compliance Audit Committee  
**Date of Meeting:** February 23, 2026  
**Report No:** 2026-GG-007

#### 1.0 Issue / Origin

The purpose of this report is to appoint the 2026-2030 Municipal Election Compliance Audit Committee (the "Committee"), as required by the Municipal Elections Act, 1996 (MEA).

#### 2.0 Background

The MEA Section 88.37 requires that Council shall establish a compliance audit committee before October 1st of an election year, to address applications requesting an audit of a candidate, registered third party advertiser, or contributor to an election campaign and to consider reports from the Clerk citing apparent instances of over-contribution to municipal campaigns.

For the past 3 Municipal Elections, the Townships of Uxbridge, Scugog and Brock recruited and appointed a joint "Committee" of which there were 3 Committee Members and 1 Alternate Member.

For 2026-2030 the Clerks of the respective Townships are proposing to appoint another similar joint "Committee".

#### 3.0 Analysis

##### Terms of Reference & Remuneration

The term of the "Committee" aligns with the term of Council and deals with any applications filed as a result of the 2026 Municipal Election or any subsequent by-elections.

The Terms of Reference for the 2026-2030 Municipal Election Compliance Audit Committee have been updated to reflect the any changes of the MEA and are attached to this report as Appendix “1”.

Staff is recommending a \$400 retainer fee that includes a mandatory training session, and a per diem rate of \$150 plus mileage. The retainer fee and any training fees will be divided equally between the participating municipalities. Should Brock Township have a compliance audit request and the “Committee” be called upon to review evidence, the per diem rate of \$150 + mileage per member would be payable by Brock. The MEA mandates the size of the committee between 3 and 7 members.

In response to the collective advertising of the Townships of Scugog, Uxbridge and Brock which began in January 2026, eight (8) applications were received, and the selection process was competitive. The candidates were interviewed on February 11<sup>th</sup> via virtual interviews. The interview panel included the Clerks team from each municipality.

Based on the interviews, the following individuals have been unanimously selected to serve on the 2026-2030 Municipal Election Compliance Audit Committee:

- Heather Allison
- Mario Longo
- Danielle Knight
- Richard Hayden (alternate)

Ms. Allison is a Chartered Accountant (CA), is a resident of Brock, and is the principal and sole practitioner of Heather Allison CPA Professional Corporation, operating out of Uxbridge.

Mr. Longo is a Chartered Public Accountant (CPA) who has held the role of Vice-President, Head of Audit at Aviva Canada for 7 years and is currently enjoying the ‘sweeter’ things in life – beekeeping during retirement. Mr. Longo is a resident of Scugog and has been appointed to the Committee in 2018 and 2022.

Ms. Knight is a resident of Scugog and is an experienced enforcement professional with both Provincial and Federal governments conducting investigations and ensuring compliance with applicable legislation.

In addition, staff is recommending that Mr. Hayden be selected as an alternate in the event that one of the appointees is unable to fulfill their duties. Mr. Hayden is a resident of Uxbridge and has over 30 years’ experience in negotiations, conflict resolution. And legislative compliance, while in the roles of Provincial Offences Officer as a public health inspector, industrial health and safety officer and long-term care inspector.

Draft appointing By-law #3405-2026 is presented to Council for consideration and adoption.

## Compliance Audit Process

Various sections of the MEA specify that any elector who is entitled to vote in an election and believes, on reasonable grounds, that a candidate or a third party advertiser has contravened a provision of the Act pertaining to election campaign finances, may apply in writing to the Clerk for a compliance audit of the candidate or third party advertiser's election campaign finances.

The application must be made within 90 days after the latest of the following dates:

1. In the case of a regular election, the last Friday in March following the election.
2. The date the candidate or third-party advertiser filed a financial statement, if the statement was filed within 30 days after the applicable filing date.
3. The candidate's or third-party advertiser's supplementary filing date; or
4. The date on which the candidate or third-party advertiser's extension, if any, expires.

Upon receipt of an audit request, the Clerk has 10 days to organize a meeting of the "Committee" and forward the written request to them. Within 30 days of receiving the request, the "Committee" must consider the compliance audit request and decide whether it should be granted or rejected. The decision of the "Committee" to grant or reject the application, and brief written reasons for the decision, shall be given to the candidate or the third-party advertiser. The decision of the "Committee" may be appealed to the Ontario Court of Justice within 15 days of the decision and the court may make any decision that the "Committee" may have made.

If the "Committee" decides to grant the request for a compliance audit, it appoints an external auditor to conduct the audit. The auditor will prepare a report which is submitted to the candidate or registered third-party, the Clerk, and the applicant. Within 10 days of receiving the report, the Clerk of the municipality must forward the report to the "Committee". The "Committee" must consider the Auditor's report within 30 days of receiving it.

If the report concludes that the candidate or registered third-party appears to have contravened a provision of the MEA relating to election campaign finances, the "Committee" must determine whether to commence legal proceedings against a candidate or a third-party advertiser.

The municipality (or the school board) is responsible for paying the auditor's costs of performing the audit and all costs in relation to the Committee's operation and activities, including any legal fees should legal proceedings occur.

### **4.0 Related Policies / Procedures**

There are not related policies or procedures.

## **5.0 Financial / Budget Assessment**

Any costs related to the share of the retainer fee is incorporated into the election budget.

If there are any compliance audit applications made, the associated costs for audit services and/or legal will be addressed at that time.

### **5.1 Asset Management**

There is no impact to asset management.

## **6.0 Climate Change Impacts**

There is no impact to climate change.

## **7.0 Communications**

The recruitment process for interested applicants was hosted on each of the municipalities' websites.

This report and associated appointment by-law is presented on a public Council agenda.

## **8.0 Conclusion**

The Township is pleased to have had the opportunity to recruit knowledgeable and experienced candidates to form the "Committee" for the Townships of Scugog, Uxbridge and Brock.

Staff respectively recommends that Heather Allison, Mario Longo, Danielle Knight and Richard Hayden be appointed to the Township of Brock 2026-2030 Municipal Election Compliance Audit Committee.

## **9.0 Recommendation**

BE IT RESOLVED THAT report 2026-GG-007 entitled "2026-2030 Municipal Election Compliance Audit Committee", be received; and

THAT Heather Allison, Mario Longo, and Danielle Knight, be appointed as members of the Township of Brock 2026-2030 Municipal Election Compliance Audit Committee; and

THAT Richard Hayden, be appointed as an alternate member of the Township of Brock 2026-2030 Municipal Election Compliance Audit Committee; and

THAT Council consider adoption of By-law #3405-2026, attached as Appendix '2' to report 2026-GG-007, to appoint Heather Allison, Mario Longo, Danielle Knight and Richard Hayden to the Township of Brock 2026-2030 Municipal Election Compliance Audit Committee, at the Council meeting to be held on February 23, 2026.