



# Staff Report

## Administration – Town Clerk

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**Report To:** COW\_Finance\_Admin\_Fire\_Community\_Services  
**Meeting Date:** August 26, 2024  
**Report Number:** FAF.24.097  
**Title:** Establishment of a Lobbyist Registry By-law  
**Prepared by:** Corrina Giles, Town Clerk

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### A. Recommendations

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THAT Council receive Staff Report FAF.24.097, entitled “Establishment of a Lobbyist Registry By-law”;

AND THAT, in accordance with section 223.11 of the Municipal Act, 2001, Council appoints the Integrity Commissioner of the Town of The Blue Mountains as the Lobbyist Registrar for the Town of The Blue Mountains;

AND THAT, Council authorizes the Mayor and Clerk to execute an agreement with the Town’s Integrity Commissioner, Principles Integrity, for the provision of Lobbyist Registrar services, with the term to run concurrent with the Agreement that provides for the provision of Integrity Commissioner services, to March 31, 2028

### B. Overview

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This report seeks Council authorization to enter into an agreement with the Town’s Integrity Commissioner to provide Lobbyist Registrar services, to run concurrent with the current agreement that provides for the provision of Integrity Commissioner services, to March 31, 2028.

### C. Background

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This report is provided to Council, further to staff report [FAF.24.036 Follow-Up to Public Meeting Regarding the Establishment of a Lobbyist Registry](#), and the subsequent recommendation of the Accountability and Transparency Committee as approved by Council at the July 15, 2024 Council Meeting, that provides:

THAT Council of the Town of The Blue Mountains receives the following recommendation from the Accountability and Transparency Committee dated June 13, 2024:

THAT the Accountability and Transparency Committee receives for information the draft Lobbyist Registry By-law.

AND THAT the Accountability and Transparency Committee requests that the Town Clerk amend the draft Lobbyist Registry By-law to change the introductory statement to refer to business, individuals or any other entity and removing reference to "for-profit" as well as removing item 4.(k) entirely, under the section title Exempted Activities.

AND THAT the Accountability and Transparency Committee requests the Town Clerk to provide the draft Lobbyist By-law and FAQ as developed by the Communications Department, to the July 8, 2024, Committee of the Whole meeting for Council consideration. CARRIED.

AND THAT Council considers the recommendation to amend the draft Lobbyist Registry By-law to change the introductory statement to refer to business, individuals or any other entity and removing reference to "for-profit" as well as removing item 4. (k) entirely, under the section title Exempted Activities;

AND THAT Council directs the Town Clerk to provide the draft Lobbyist By-law and FAQ as developed by the Communications Department, to the August 26, 2024, Committee of the Whole meeting for Council consideration.

**The motion is Carried**

As directed by Council, reference to "for-profit" was removed from paragraph 1c) of the draft bylaw as it relates to "Voluntary Unpaid Lobbyist" as noted below:

**"Voluntary Unpaid Lobbyist"**: an individual who lobbies without payment on behalf of an individual, business or any other **for-profit** entity for the benefit of the interests of the individual, business or **for-profit** entity.

And, paragraph 4k) (provided below for reference) has been removed from the draft by-law:

- k) Communications regarding a business or financial interest by not-for-profit businesses or other not-for-profit entity where such business or entity has no paid staff.

## **D. Analysis**

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In response to Council direction provided to date, staff recommend that Council appoint the Town's Integrity Commissioner as the Lobbyist Registrar for the Town, with the appointment to run concurrent with the term of the agreement with the Integrity Commissioner.

Attached to this report is the draft Lobbyist Registry Bylaw to be considered for enactment by Council. I confirm that the "Section 9: Enforcement and Penalties" portion of the By-law will come into force and effect six months after the enactment of the By-law. This grace period will allow time for the Lobbyist Registrar to provide training to Council, staff and the public in open session, and for all to become familiar with the requirements of the Lobbyist Registry Bylaw.

Attached as Schedule A to the draft Lobbyist Registry Bylaw is the Lobbyist Code of Conduct. Those registering as a Lobbyist will be required to acknowledge that they have read and understand their responsibilities under the Lobbyist Code of Conduct

Also attached to this report is the draft Frequently Asked Questions (“FAQ”) document that will be included on the Lobbyist Registry webpage currently being developed by the IT Department.

Staff confirm that the Lobbyist Registrar will attend a future Council meeting to provide training to Council, staff and the public on our collective responsibilities under the Lobbyist Registry Bylaw.

## **E. Strategic Priorities**

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### **1. Communication and Engagement**

We will enhance communications and engagement between Town Staff, Town residents and stakeholders

### **2. Organizational Excellence**

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

## **F. Environmental Impacts**

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None

## **G. Financial Impacts**

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The financial impact of enacting a Lobbyist Registry will include the fees as submitted by the Lobbyist Registrar. The fees will include responding to enquiries, providing training and advice, opinions and interpretation pertaining to the administration, application and enforcement of the Lobbyist Registry By-law, providing an annual report to Council and any other reports as the Lobbyist Registrar considers appropriate.

## **H. In Consultation With**

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CAO Shawn Everitt  
Accountability and Transparency Committee  
Jeff Abrams, Principles Integrity

## **I. Public Engagement**

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The topic of this Staff Report has been the subject of a Public Meeting which took place on April 18, 2023. Those who provided comments at the Public Meeting, including anyone who has asked to receive notice regarding this matter, has been provided notice of this Staff Report. Any comments regarding this report should be submitted to Corrina Giles, Town Clerk, [townclerk@thebluemountains.ca](mailto:townclerk@thebluemountains.ca).

**J. Attached**

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1. Draft Lobbyist Registry Bylaw
2. Draft Frequently Asked Questions (“FAQ”)

Respectfully submitted,

Corrina Giles  
Town Clerk

For more information, please contact:  
Corrina Giles, Town Clerk  
[townclerk@thebluemountains.ca](mailto:townclerk@thebluemountains.ca)  
519-599-3131 extension 232

**Report Approval Details**

Document Title:	FAF.24.097 Establishment of a Lobbyist Registry By-law.docx
Attachments:	- Attachment 1 Draft-Lobbyist-Registry-By-law FINAL.docx - Attachment 2 FAQ - JUST AN EXAMPLE - NOT FINAL DOCUMENT.pdf
Final Approval Date:	Jul 23, 2024

This report and all of its attachments were approved and signed as outlined below:

**Shawn Everitt - Jul 23, 2024 - 6:54 AM**