

Municipality of East Ferris

Report to Council

Report No.: CLERK-2025-04

Date: December 9th, 2025

Originator: Kim Rose, Clerk

Subject: RFP-Clerk-2025-01 Appointment of an Integrity Commissioner

RECOMMENDATION

1. THAT Council for the Municipality of East Ferris accepts the recommendation of the Clerk to appoint David Boghosian of Boghosian + Allen LLP for the role of Integrity Commissioner;
2. AND THAT Council authorizes staff to prepare an agreement and by-law to be presented at the January 13th, 2026, Council meeting.

BACKGROUND

Since March 2019, every municipality in Ontario has been required to appoint and provide access to an Integrity Commissioner. The functions of the Integrity Commissioners include:

- Applying the code of conduct and any procedures, rules and policies governing the ethical behaviour of members of councils and local boards, including conducting investigations and inquiries into complaints about alleged contraventions of a code of conduct;
- Conducting inquiries concerning alleged contraventions of the *Municipal Conflict of Interest Act*;
- Providing advice to members respecting their obligations under the code of conduct, procedures, rules or policies governing the ethical behaviour of members, and the *Municipal Conflict of Interest Act*; and
- Providing educational information about the code of conduct and the *Municipal Conflict of Interest Act*.

Due to the retirement of our current Integrity Commissioner, David King, the Municipality released a Request for Proposal (RFP) for the provision of Integrity Commissioner Services which closed on November 28th, 2025. The term of the contract is two (2) years with an option to renew for an additional two (2) year term at the discretion of the Municipality.

ANALYSIS

Three (3) RFP submissions were received by the Clerk. The submissions were evaluated by the Clerk and the CAO based on a set of criteria: Proponent Overview, Key Personnel, References, and Fees. The maximum score any submission could receive was 1,000.

Outlined below are the list of proponents and how their submissions scored:

Boghosian + Allen LLP	860 points
Wishart Law Firm LLP	745 points
ADR Chambers	740 points

OPTIONS

1. That Council for the Municipality of East Ferris accepts the recommendation of the Clerk to appoint David Boghosian of Boghosian + Allen LLP for the role of Integrity Commissioner; and authorizes staff to prepare an agreement and by-law to be presented at the January 13th, 2026, Council meeting.
 2. THAT Council does not appoint David Boghosian of Boghosian + Allen LLP as Integrity Commissioner. This option is not recommended because the Municipality is required to have an integrity commissioner.
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RECOMMENDATION

David Boghosian is a municipal lawyer, legal educator, and legal textbook author with over 35 years of experience in providing a broad range of legal services to municipalities. He is the Managing Partner of Boghosian + Allen LLP. Mr. Boghosian currently serves as Integrity Commissioner for 11 municipalities across Ontario, and provides Closed Meeting Investigator, Lobbyist Registrar, and Ombudsman services for several other municipal clients.

Staff recommend the following (Option 1):

1. That Council for the Municipality of East Ferris accepts the recommendation of the Clerk to appoint David Boghosian of Boghosian + Allen LLP for the role of Integrity Commissioner;
 2. AND THAT Council authorizes staff to prepare an agreement and by-law to be presented at the January 13th, 2026, Council meeting.
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FINANCIAL IMPLICATIONS

The following outlines the financial implication for the recommended option:

Annual Retainer	\$500.00
Hourly Rate: David Boghosian	\$290/hr
Hourly Rate: Junior Lawyer	\$250/hr
Hourly Rate: Law Clerk	\$150/hr
Mileage	CRA Rate (\$0.72/km for 2025)
Summonses	At Cost

Respectfully submitted,



Kim Rose, Dipl.M.A.
Clerk

I concur with this report and
Recommendation.



Jason H. Trottier, HBBA, MPA, CPA, CMA
CAO/Treasurer