

Appointment of Integrity Commissioner/Delegation of Head Duties – Access to Information Requests Under LAFOIPPA

ISSUE

Bylaw No. 9537, *The Code of Ethical Conduct for City Council Bylaw, 2019* (the “Bylaw”) requires City Council to appoint an Integrity Commissioner. *The Local Authority Freedom of Information and Protection of Privacy Act* (“LAFOIPPA”) permits the Mayor to delegate the duties of “Head” pursuant to access to information requests for members of City Council to an external party. Mr. Randall Langgard is currently appointed as the City’s Integrity Commissioner and External Head but will be retiring at the end of 2021. This report recommends a suitable candidate to replace Mr. Langgard as Integrity Commissioner and informs City Council as to who shall replace him as the External Head.

RECOMMENDATION

1. That Angela Kruk be appointed as the City’s Integrity Commissioner from January 1, 2022 until December 31, 2025, with an option to renew.
2. That the remuneration for Ms. Kruk be set out at \$6,000 for 2022, \$6,000 for 2023, \$6,500 for 2024, \$6,500 for 2025 as an annual retainer, plus an hourly rate of \$350 for investigation, education, advisory services and External Head services.
3. That the City Solicitor prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

BACKGROUND

Integrity Commissioner Role

At its [Regular Business Meeting on April 29, 2019](#), City Council passed the Bylaw. The Bylaw requires the appointment of an Integrity Commissioner.

The duties and responsibilities of the Integrity Commissioner are set out in section 84 of the Bylaw and include:

- Provision of advice and recommendations to members of Council on questions of compliance with the Bylaw.
- Preparation of written materials for use by members of Council, and content for the City’s website, regarding the role and the ethical obligations and responsibilities of members of Council.

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- Deliverance of educational programs to members of Council and City staff regarding the role and the ethical obligations and responsibilities of members of Council.
- Receipt and investigation of complaints under the Bylaw.

Mr. Randall Langgard was appointed as the Integrity Commissioner by City Council on [July 29, 2019](#) and provided notice of his retirement effective December 31, 2021 once the term of his contract expires.

External Head Role

LAFOIPPA specifies that the Mayor is the “Head” for all purposes in the Act. Section 50 gives the Mayor the power to delegate all or part of their powers and duties as Head. The delegation must be made in writing.

Mr. Langgard was appointed by the Mayor as the External Head in February 2021 until December 31, 2021.

DISCUSSION/ANALYSIS

Upon confirmation of Mr. Langgard’s retirement plans, the City Solicitor and the City Clerk worked with the City of Regina to again search for a qualified individual to fulfill the role of Integrity Commissioner for both cities. The City Solicitor and City Clerk also recommend that this individual should also fulfill the role of External Head for the City of Saskatoon in addition to the duties of Integrity Commissioner.

Ms. Angela Kruk was interviewed for the position of Integrity Commissioner/External Head at the end of June 2021. Ms. Kruk has a multi-faceted list of credentials and is uniquely qualified to perform this role for the City of Saskatoon.

Ms. Kruk is willing to provide the services as Integrity Commissioner/External Head until December 31, 2025 for an annual fee of \$6,000 for 2022, \$6,000 for 2023, \$6,500 for 2024 and \$6,500 for 2025, plus an hourly rate of \$350 for investigation, education, advisory services and “as needed” services as External Head.

NEXT STEPS

If City Council passes the recommendations outlined in this report, the City Solicitor will prepare an Agreement outlining the details of Ms. Kruk’s appointment and required services to the City of Saskatoon as Integrity Commissioner/External Head and will assist the Mayor in providing a letter to Ms. Kruk formalizing her appointment as the External Head for access to information requests for members of City Council pursuant to section 50 of LAFOIPPA.

Report Approval

Written by: Candice Leuschen, Executive Assistant to the City Solicitor

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Reviewed by: Jeff Jorgenson, City Manager
Adam Tittlemore, City Clerk
Approved by: Cindy Yelland, City Solicitor

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