



## **Municipal Elections Compliance Audit Committee**

### **Application for Citizen Appointment – 4:30 p.m. on August 3rd 2018**

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The **City of Brantford, the County of Brant, Haldimand County and Norfolk County** are currently seeking interested applicants for appointment to a **Municipal Elections Compliance Audit Committee** for the 2018 Municipal Election. The term of office for this committee is four years beginning on December 1 2018.

The powers and functions of MECAC are set out in subsections 88.33 through 88.36 of the Municipal Elections Act, 1996, as amended (Act). MECAC is a quasi-judicial body and does not report to Council. MECAC will be required to:

- (a) review and consider a compliance audit application submitted by an elector and decide whether it should be granted or rejected;
- (b) if the application is granted, appoint an auditor to conduct a compliance audit;
- (c) receive the auditor's report;
- (d) consider the auditor's report and if the report concludes that the candidate appears to have contravened a provision of the Municipal Elections Act, 1996, as amended, relating to election campaign finances, the committee may commence legal proceedings against the candidate for the apparent contravention
- (e) review and consider any reports prepared by the Clerk pursuant to subsection 88.34 or 88.36 of the Act
- (f) in the case where the Clerk's report identifies that a contributor has contravened the Act as described in subsection 88.34 or 88.36, the committee may commence legal proceedings against the contributor for the apparent contravention

#### **Recommended skill sets for members of the MECAC include:**

- Accounting and/or auditing experience
- Academic experience with expertise in political science or local government administration
- Legal experience and/or education
- Others with knowledge of the campaign finance rules contained in the Act

**Criteria used to determine membership may include:**

- Demonstrated knowledge and understanding of the municipal election finance rules;
- Analytical and decision making skills;
- Availability for meetings;
- Previous committee experience.

Individuals making application to be appointed to the Municipal committees may also be appointed to serve in a similar capacity for both the **Brant Haldimand Norfolk Catholic District School Board** and the **Grand Erie District School Board**.

Applicants must be at least 18 years of age and preference will be given to those who reside or own property in the City of Brantford, the County of Brant, Haldimand County and Norfolk County. Positions on the Municipal Elections Compliance Audit Committee are provided remuneration and mileage payments. All interested and qualified applicants are encouraged to apply.

**Committee Reference Material**

Applicants are encouraged to review the following:

1. The MECAC Terms of Reference (included as Appendix 'A' to the application.)
2. The Municipal Elections Act, 1996

**Application Deadline: 4:30 p.m. on August 3<sup>rd</sup> 2018**

For more information or to submit an application please contact one of the following:

<p><b>Tanya Daniels,</b> City Clerk/Returning Officer for the 2018 Municipal Election City of Brantford 100 Wellington Sq Brantford ON N3T 2M2 519.759.4150 election@brantford.ca www.brantford.ca/election</p>	<p><b>Heather Boyd,</b> Clerk County of Brant P.O. Box 160 Burford, ON N0E 1A0 519.449.2451 heather.boyd@brant.ca www.brant.ca/elections</p>
<p><b>Evelyn Eichenbaum</b> Clerk Haldimand County 45 Munsee Street North, PO Box 400 Cayuga, ON N0A 1E0 905.318.5932 ext. 6349 eeichenbaum@haldmandcounty.on.ca www.haldimandcounty.on.ca/election</p>	<p><b>Amelia Jaggard</b> Elections Coordinator Norfolk County 50 Colborne Street South, Simcoe ON N3Y 4H3 519.426.5870 ext 1217 Amelia.jaggard@norfolkcounty.ca www.norfolkcounty.ca</p>