



ANNUAL REPORT

Reporting for the period November 1, 2024 to October 31, 2025

Submitted to Donny van Dyk, City Manager, City of Vancouver

Submitted by Lisa Southern

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Learn and Connect – Integrity Commissioner for the City of Vancouver



[Vancouver.ca/your-government/integrity-commissioner](https://vancouver.ca/your-government/integrity-commissioner)



IntegrityCommissioner@Vancouver.ca

Background

My second term as Integrity Commissioner ended on October 31, 2025, with the hiring of a new Integrity Commissioner. To complete my mandate, I am providing this report summarizing the activities of the Office of the Integrity Commissioner (“Office”) for the period ending October 31, 2025. I have not made any recommendations for improvements to the *Code of Conduct By-law No. 12886* (“Code of Conduct By-law”), given these have been captured in my prior reports, and given the recommendations of Reece Harding in his third-party review.

Complaints

The Office received 108 complaints from November 1, 2024 to October 31, 2025.

As illustrated in **Figure 1**, the majority of the current reporting period complaints were rejected/dismissed (71 or 66%) or closed (5 or 4%). Out of the 108 complaints, a total of 32 complaints (30%) were re-assigned to an ad hoc Integrity Commissioner. As the recruitment process for a new Integrity Commissioner began in the summer of 2025, the Office utilized the ability to refer matters to an ad hoc Integrity Commissioner through the City Manager, both to support capacity and to ensure that we were not involved in ongoing investigations at the time a new Integrity Commissioner was appointed.

Complaints were dismissed or closed for various reasons, as illustrated in **Figure 2**, namely because they did not fall under the jurisdiction of the Code of Conduct By-law (33 or 30%) or were not a formal complaint (36 or 33%). The Integrity Commissioner published one investigation report for a complaint that was initiated in 2024 in this reporting period.



Status of Complaints

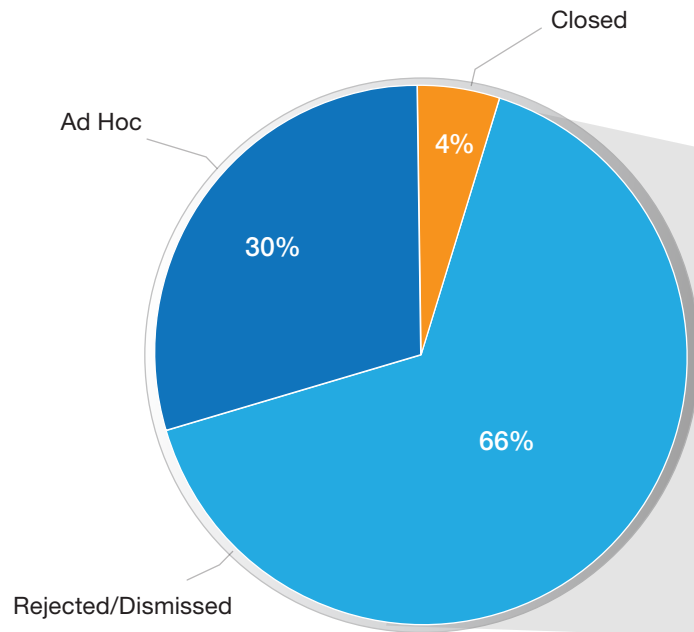


Figure 1: Status of Complaints

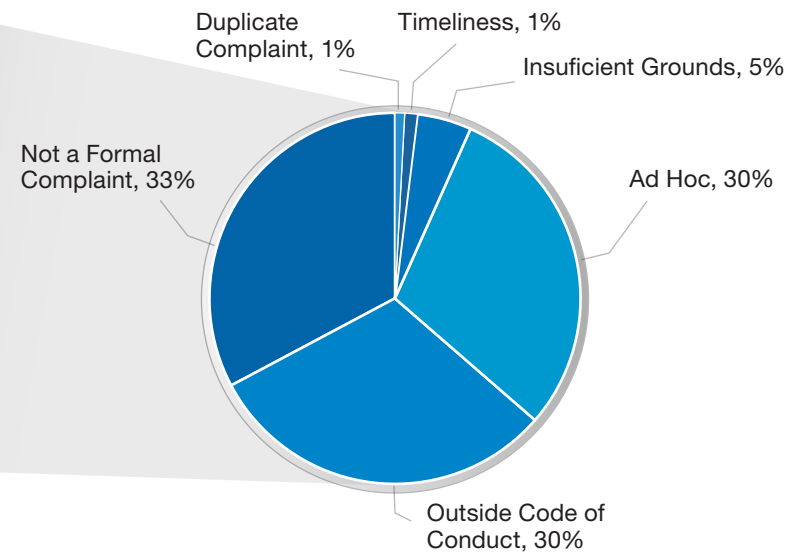


Figure 2: Reasons for Dismissal and Closure

Complaint Process Duration | Days

| | |
|-------------------|-----|
| Shortest Duration | 1 |
| Longest Duration | 105 |
| Average Duration | 13 |

The Integrity Commissioner is directed by the Code of Conduct By-law to complete the complaint process in a timely manner. During this reporting period, the duration in days ranged from 1 day to 105 days, with an average length of 13 days.

Investigation report COVIC-010 initiated on August 5, 2024, was concluded on August 22, 2025, taking 383 days to complete. This complaint is not included in the complaint statistics above. The process related to this complaint and reasons for the length of process are set out in the investigation report. The report can be found here: [COVIC-010](#).

One bulletin was issued in 2025 about open meetings and can be found here: [Staff Briefings Bulletin](#).



Costs Summary

The original budget for the Office was \$200,000 annually. The annual budget is for fees for services and does not include taxes or disbursements.

Table 1: Costs Summary

| Report Year | Total Costs Reported as of October 31 for Annual Report (10 months) | Total Year-End Costs (inclusive of disbursements) | Less Disbursements * | Actual Fees for Service | Budget (does not include disbursements) | Number of Complaints |
|-------------|---|---|----------------------|-------------------------|---|----------------------|
| 2022 | \$159,595 | \$184,700 | \$7,613 | \$177,087 | \$200,000 | 37** |
| 2023 | \$129,080 | \$173,660 | \$20,703 | \$152,957 | \$200,000 | 12 |
| 2024*** | \$207,352 | \$251,748 | \$15,686 | \$236,063 | \$200,000 | 31 |
| 2025**** | \$223,730 | N/A | \$11,140 | \$212,583 | \$200,000 | 108 |

* Since January 2022 when the Office was created, no disbursements have been incurred for travel expenses or meals; disbursements are for outsourcing of tasks for administrative services, such as web design, webinar creation, and graphic design and development of the annual report

** 7 complaints (or 19% of total complaints) were automatically dismissed due to the election freeze or the Council Member not being re-elected pursuant to sections 6.10 and 6.14 of the Code of Conduct By-law

*** 2024 numbers have been updated to include total fees for services for January 1, 2024 to December 31, 2024

**** As of October 31, 2025: This figure does not include costs of ad hoc Integrity Commissioner services

Breakdown of Services

The breakdown of services delivered is illustrated in **Figure 3**.

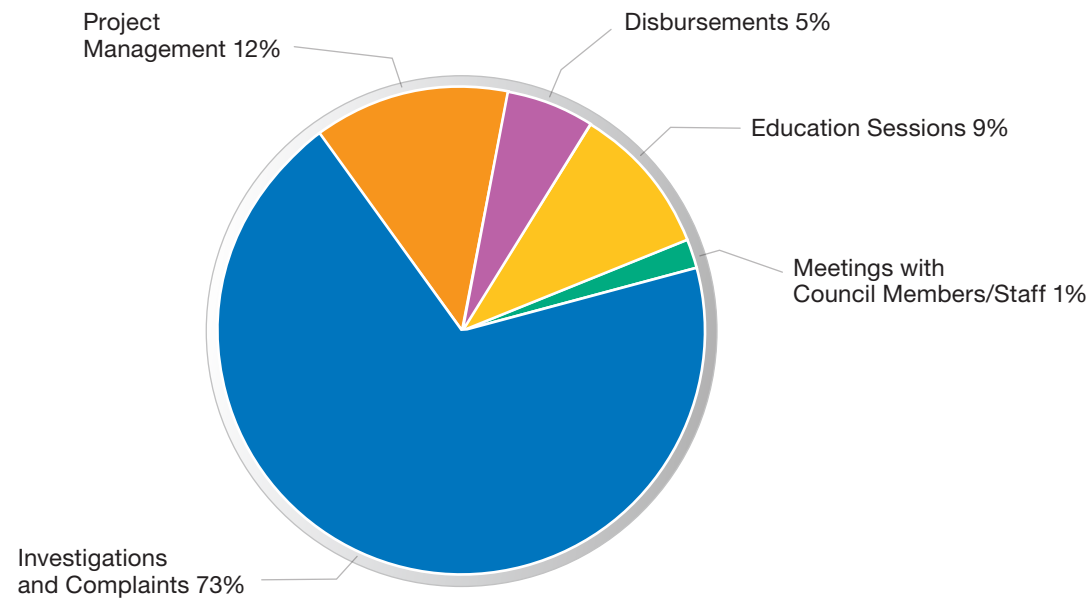


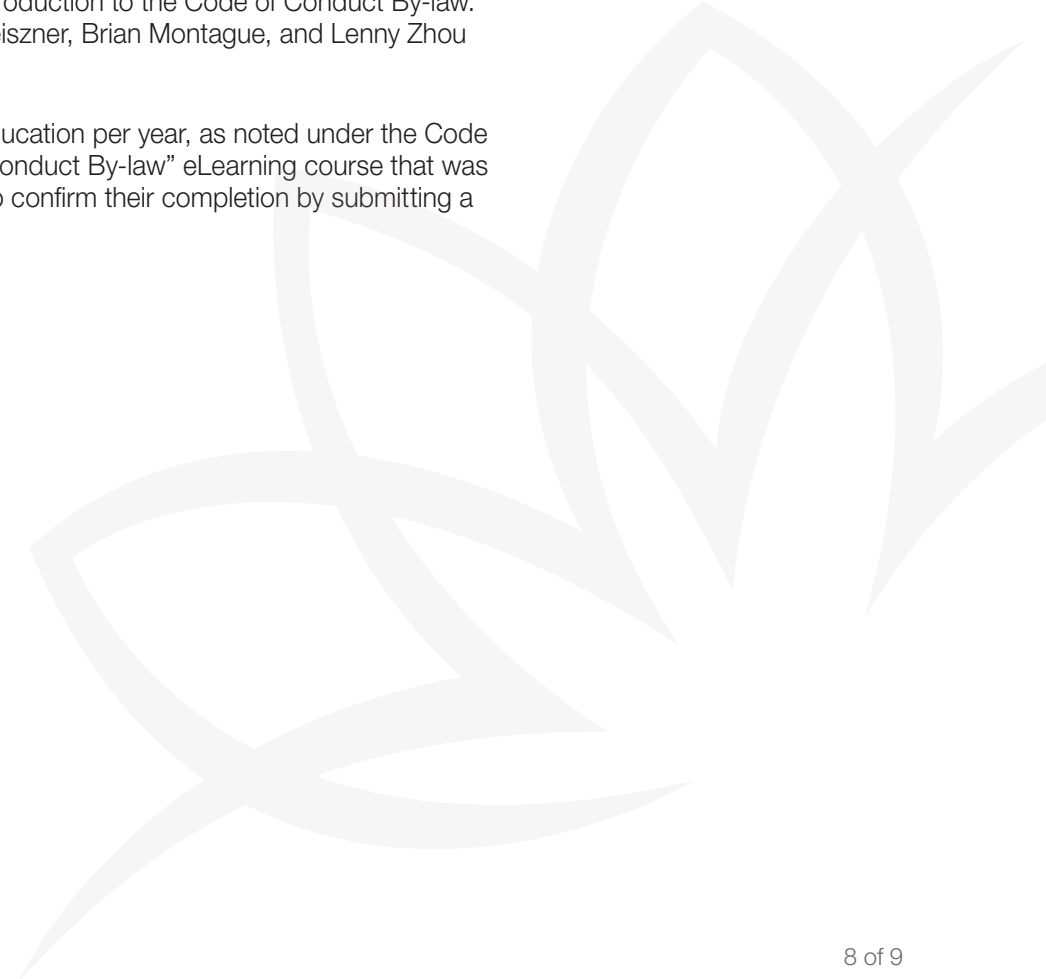
Figure 3: Breakdown of Services

Education

Our Office continued to be available to provide advice to Council Members during the final year of our term. We also provided an education session on reconciliation and decolonization, working with external providers to ensure the training was culturally appropriate. While our Office made best efforts to find a suitable date for this in-person session, not all Council Members were able to attend.

Following the election of two new Council Members in April, our Office delivered a full orientation on the Code of Conduct By-law. In addition to the full orientation, Council Members who had not already done so were encouraged to complete the eLearning course our Office developed in 2024, entitled “Introduction to the Code of Conduct By-law.” Councillors Rebecca Bligh, Lisa Dominato, Pete Fry, Mike Klassen, Peter Meiszner, Brian Montague, and Lenny Zhou confirmed they had taken the eLearning course.

Advisory Board Members are required to complete four hours of ongoing education per year, as noted under the Code of Conduct By-law. They were directed to the “Introduction to the Code of Conduct By-law” eLearning course that was specifically tailored to Advisory Board Members in 2024. They were asked to confirm their completion by submitting a declaration to the City of Vancouver’s Manager of Civic Agencies.



Closing Comments

As I close out four years in this role, I want to thank my colleagues Deanna Brummitt, Michael Oland, Maia Tsurumi, Debra Rusnak, Marisa Cruickshank, Andrea Cawdell, Taralee Hallson, and Sherri Corrie for all of their contributions to the success of the Office since 2022. A special thanks goes to the dedicated team of public servants at the City of Vancouver who have supported this work, including the City Manager, the City's Office of the City Clerk, Legal Services, Civic Engagement and Communications team, and Digital Channels team for their ongoing assistance. It was a pleasure working with all of you these past four years.

We are excited to see how the Office evolves in 2026 and remain able and willing to support a successful and smooth transition.

With thanks, appreciation, and endless optimism.



Lisa Southern

