

April 18, 2016

Sent by Email (No Original to Follow) [councillor\\_davis@toronto.ca](mailto:councillor_davis@toronto.ca)

Janet Davis  
Councillor for Ward 31  
Toronto City Hall  
100 Queen Street West, Suite C57  
Toronto, ON, M5H 2N2

Dear Councillor Davis:

**Re: Donation from Len Duckworth's Fish & Chips, Maky's Bows, Melanie's Bistro, The East York Skating Club, Press Books Coffee Vinyl and Real Edge Pro Shop to Annual Skating Party**

Thank you for providing me with the above-referenced Donor Declaration Forms for a Council Member-Organized community event. I confirm that the donations are in compliance with Article IV (Gifts and Benefits) of the *Code of Conduct for Members of Council* and the *Council Member-Organized Community Events Policy*.

I form this view based on my review of:

- 1) the completed Donor Declaration Forms dated April 04, 2016;
- 2) a copy of the attached event flyer; and
- 3) the City of Toronto Lobbyist Registry, which confirms that Len Duckworth's Fish & Chips, Maky's Bows, Melanie's Bistro, The East York Skating Club, Press Books Coffee Vinyl and Real Edge Pro Shop are not now, nor have they ever been registered as lobbyists or clients of lobbyists.

This letter, the Donor Declaration Forms, and the event flyer will be posted on the Integrity Commissioner's website in accordance with the *Code of Conduct for Members of Council*.

Thank you for providing the information.

~~Yours truly,~~

Authorizing Signature Removed

Valerie Jepson  
Integrity Commissioner

Enclosures (3): Donor Declaration Form from Len Duckworth's Fish & Chips (2 pages)  
Donor Declaration Form from Maky's Bows (2 pages)  
Donor Declaration Form from Melanie's Bistro (2 Pages)  
Donor Declaration Form from The East York Skating Club (2 pages)  
Donor Declaration Form from Press Books Coffee Vinyl (2 pages)  
Donor Declaration Form from Real Edge Pro Shop (2 pages)  
Event Flyer for Councillor Davis' Annual Skating Party (1 page)

cc: Lesley Ruscica, Manager, Council & Support Services  
Winnie Li, Director, Strategic Integration and Excellence  
Ulli Watkiss, City Clerk

VJ/ad

**INFORMATION TO BE COMPLETED BY DONOR**

I/We, MAKY'S BOWS, hereby solemnly declare that the  
*(name of donating organization or individual)*

monetary donation and/or  in-kind donation amount of and/or estimated\* amount of

\$ 40, was donated to Councillor JANET DAVIS for a Council  
Member-Organized Community Event.

Description of donation: 5 packs of hair bows  
\_\_\_\_\_  
\_\_\_\_\_

Currently, to the best of my knowledge, I/we and my/our organization/group/company/association/corporation am/are not registered as lobbyists with the City, are not a client or employer of a lobbyist, or developers with any pending planning, conversion, demolition or sign variance application or bidders of any outstanding Requests for Proposals or Requests for Quotations.

I/We declare that the donation amount is given unconditionally and voluntarily. I/We understand that this is public information and will be posted to the City of Toronto's internet site as part of the Councillor Expense Policy.

Dated (yyyy-mm-dd): 2016/03/04, and signed in the City (or Town) of TORONTO

Name: Keon Howard  
*(First, Last - print name of officer or individual)*

Title: Owner

MAKY'S BOWS  
*(name of organization/group/company/association/corporation)*

Signed: Removed  
*(signature of officer or individual)*

Authorizing Signature  
Removed

2016 MAR 6 11:00 AM  
CITY CLERK'S OFFICE  
RECEIVED  
CASS 91

Check to request income tax receipt\*\*

**Information to be completed by Council Member on next page**

The City Clerk's Office collects personal information on this form under authority of the City of Toronto Act, 2006, ss. 136(c), 157 and 159, and By-Laws 1076-2006, 154-2007 and 861-2008. The information is used to ensure compliance with the Code of Conduct for Members of Council. The information may also be shared with staff of the Accounting Services Division to determine eligibility for issuance of an Income Tax Receipt and with the Integrity Commissioner to report the donation as a Gift and Benefit. Questions about this collection can be directed to the Director, Council & Support Services, City Clerk's Office at the 9<sup>th</sup> Floor, West Tower, 100 Queen Street West, Toronto ON M5H 2N2 or at 416-392-8676.

**INFORMATION TO BE COMPLETED BY COUNCIL MEMBER**

Donation was accepted for the following Council Member-Organized Event:

Name of Event: **Councillor Janet Davis' 13<sup>th</sup> Annual Skating Party**

Date of Event (yyyy-mm-dd): 2016-03-06

Additional Information:

\* Signed by Councillor: **Authorizing Signature** Date (yyyy-mm-dd): April 9/16  
**Removed**

\* The City of Toronto reserves the right to determine the reasonable market value of in-kind donations.

\*\* Income Tax Receipts will only be issued for qualified donations. See below.

**Important Information**

This form will be posted on the internet as part of the routine disclosure of Councillor office expenses. Forms are to be completed by all donors of cash or in-kind to Council Member-Organized Community Events, irrespective of dollar value. All donations in cash or in-kind will be treated as part of the annual \$10,000 limit. All donations will be accounted for in the calendar year in which it is received.

Income tax receipts shall be issued for donations of \$10.00 or more if requested. For donations in-kind, income tax receipts shall be issued if the gift provides a benefit to the City and is of a non-consumable nature. Donations in-kind of a consumable nature will not qualify for an income tax receipt.

For donations in cash or in-kind that exceed \$300 this form will also act as a Gifts and Benefits Form Report for the Integrity Commissioner and will be provided to the Integrity Commissioner.

Questions can be addressed to Council & Support Services - City Clerk's Office by telephone at 416-392-7038 or by email: [clksupp@toronto.ca](mailto:clksupp@toronto.ca)

Completed and signed form should be returned to: Council & Support Services - City Clerk's Office  
City Hall, 100 Queen Street West, 9<sup>th</sup> Floor, West Tower  
Toronto, Ontario M5H 2N2

**Authority and Guidelines**

For the by-laws and guidelines covering Council Member-Organized Community Events, see the following:

- Part IV of Code of Conduct for Members of Council, as approved by City Council at its meeting on September 25, 26 and 27, 2006, which covers Gifts And Benefits.
- Executive Committee Report 22, Clause 6, titled "Report on Issues Arising Out of Operation of Members Code of Conduct and Complaint Protocol", adopted by Toronto City Council at its meeting on July 15 and 16, 2008, which lays out the Policy on Council Member-Organized Community Events.
- Councillor Expense Policy
- Policy on Accounting for Donations to Council-Member Organized Community Events

Copies of the above are available at:

- <http://www.toronto.ca/integrity/integrity-reports.htm>
- <http://www.toronto.ca/integrity/integrity-protocols-policies.htm>
- [http://www.toronto.ca/city\\_council/pdf/councillor-expense-policy.pdf](http://www.toronto.ca/city_council/pdf/councillor-expense-policy.pdf)
- [http://www.toronto.ca/city\\_council/pdf/donation\\_policy.pdf](http://www.toronto.ca/city_council/pdf/donation_policy.pdf)

Councillor JANET DAVIS'

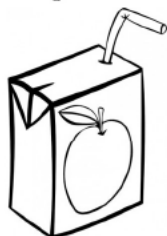
# 13<sup>th</sup> ANNUAL SKATING PARTY



Join Councillor Davis for an afternoon of family fun! There will be cookies and juice, face painting and crafts for kids, prizes to be won, as well as a special performance by the East York Skating Club's Ice Dreams.



Admission is free. Skate sharpening and rentals will be available.



**Sunday, March 6th, 2016**

**11:30 am – 1:30 pm**

**East York Memorial Arena,**

**888 Cosburn Ave,**

**east of Woodbine Ave.**

