

March 8, 2016

Sent by Email (No Original to Follow) [Councillor\\_mcconnell@toronto.ca](mailto:Councillor_mcconnell@toronto.ca)

Pam McConnell  
Councillor for Ward 28  
100 Queen Street West, Suite A7  
Toronto, ON, M5H 2N2

Dear Councillor McConnell:

**Re: Travel Declaration Form for trip to Harbin, China, May 9-15, 2015**

I have reviewed the information you provided in the above-referenced Travel Declaration form, along with the following supporting documentation:

- 1) April 2, 2015 invitation letter from the Mayor of Harbin, China;
- 2) March 7, 2016 email from your office providing an explanation of how you arrived at the amounts for the declared expenses;
- 3) June 18, 2015 letter from Councillor Kelly describing how the amounts were determined.

I confirm that the travel related benefits you have disclosed are in compliance with section (f) of Article IV (Gifts and Benefits) of the *Code of Conduct for Members of Council* as travel was sponsored by a foreign government within a foreign country.

This memo, the Travel Declaration Form, and attached supporting material will be posted on the Integrity Commissioner's website in accordance with the *Code of Conduct for Members of Council*.

I also remind you that my Office has launched a new hub for the disclosure of gifts and benefits, including sponsored travel, on our website, [toronto.ca/integrity](http://toronto.ca/integrity). I encourage all members of Council to seek advice prior to accepting a gift or benefit, to use the updated disclosure forms, and remind members to provide disclosure forms within 30 days of accepting a gift or benefit.

Thank you for providing the information.

~~Yours truly,~~

Authorizing Signature Removed

Vale~~r~~ie Jepson  
Integrity Commissioner

Enclosures (4):      Travel Declaration Form dated March 7, 2016 (1 page)  
                              April 2, 2015 Invitation letter from the Mayor of Harbin, China  
                              (1 page)  
                              March 7, 2016 Email from Kelly Sather (1 page)  
                              June 18, 2015 Letter from Councillor Kelly (1 page)

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

This form is used in the declaration of travel costs provided by a third party for Members of Council in the performance of their duties if the value exceeds \$300, or if total value received from any one source during a calendar year exceeds \$300.

### INFORMATION TO BE COMPLETED BY COUNCIL MEMBER

<b>Name of Councillor:</b>	Pam McConnell
<b>Purpose of Trip:</b>	Trade Mission
<b>Travel Destination:</b>	Harbin, China
<b>Travel Dates:</b>	May 9-15 2015
<b>Additional Information:</b>	
<b>Travel Expenses Covered by Third Party (please complete all that apply)</b>	
<b>Sponsor of Travel:</b>	Name: Harbin Urban Development Association Type of Sponsor (check all that apply): <input checked="" type="checkbox"/> Government <input type="checkbox"/> Other organization <input type="checkbox"/> Conference Organizer
<b>Registration Fees:</b>	\$0
<b>Travel:</b>	\$1600.00
<b>Accommodation:</b>	\$900.00
<b>Ground Transportation:</b>	\$130.00
<b>Per Diem/Sundry Expenses:</b>	\$0
<b>TOTAL:</b>	<b>\$2630.00</b>
<b>Expenses Paid from Councillor Business Travel Budget</b>	\$
<b>Expenses Paid from Constituency Services &amp; Office Budget</b>	\$172.00
<b>Expenses Paid Personally by the Council Member:</b>	\$

Please attach all pertinent information to this form including invitation letter from event organizer, copies of receipts, etc

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Signed by Councillor \_\_\_\_\_ Date: March 7/16

The personal information on this form is collected under the authority of the City of Toronto Act, 2006, ss. 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 the City Clerk to report the donation as a Gift and Benefit. Questions about this collection can be directed to the Integrity Commissioner, 375 University Avenue, Suite 202, Toronto ON M5G 2J5 or at 416-397-7770.



## HARBIN MUNICIPAL PEOPLE'S GOVERNMENT

April 2, 2015

Mr. Norm KELLY, Deputy Mayor & Councilor, Toronto, Canada

Your Honorable Mrs. Pam McConnell,

Please accept the warm greetings from Harbin, the capital city of Heilongjiang Province in Northeast China.

Mr. GUO Qinghua, Chairman of CITS Heilongjiang, after making a visit to Toronto, wrote a report to the Municipal Government of Harbin and strongly recommended Harbin to get into close and practical exchanges and cooperation with Canada, in particular Toronto.

We fully understand that friendship is built on personal meetings. On behalf of Harbin Municipal People's Government, we cordially invite you and your colleagues to visit Harbin in May this year. I have entrusted Harbin Foreign Affairs Office and CITS Heilongjiang to make the most fruitful and rewarding itinerary for you and your people in Harbin. The delegation members:

1. Mrs. Pam McConnell, Deputy Mayor, Toronto, Canada
2. Mr. Gary Crawford, Budget Chief, Toronto, Canada
3. Mr. Michael Thompson, Chair, Toronto Economic Development Committee
4. Mr. Mike Layton, Councilor, Toronto, Canada
5. Mr. Norm Kelly, Councilor, Toronto, Canada
6. Mrs. Charlotte Kelly, Wife of Mr. Norm Kelly

As the mayor of the city, I offer the strongest support for the cooperation and exchanges between Toronto and Harbin. I believe your visit will help promote the relations between our two cities before we engage in more concrete programs.

Expenses during your stay in Harbin will be covered by us.

Best regards and look forward to meeting you and your colleagues in our city.

SONG Xibin

Authorizing Signature  
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Mayor, Harbin, Heilongjiang Province, China

Address: 1 Century Road, Songbei District, Harbin 150021 P. R. China

Tel: +86-451-8466-4730

Fax: +86-451-8466-4225

## Integrity

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**From:** Kelly Sather  
**Sent:** Monday, March 7, 2016 3:04 PM  
**To:** Valerie Jepson  
**Subject:** Travel Declaration Form - Harbin, China  
**Attachments:** Scan from a Xerox ColorCube (Host\_Name).pdf

Good afternoon,

Please find attached a travel declaration form completed by Deputy Mayor Pam McConnell as it relates to her May 2015 trip to Harbin, China. Our office was provided with information on the expenses covered by the Harbin Urban Development Association by Councillor Kelly's office, but as the hosts booked and paid for all of the airfare and hotel costs directly, we do not have receipts for those expenses. I have included our receipts for the Deputy Mayor's Chinese visa and taxi to Pearson Airport.

I apologize in the delay in providing you with this information. Please let me know if I can be of any further assistance.

Thank you,  
Kelly

Kelly Sather  
Constituency Assistant  
**Deputy Mayor Pam McConnell**, Ward 28 Toronto Centre Rosedale  
Toronto City Hall, Suite A7  
Toronto, M5H 2N2  
Tel: 416-392-7916  
Fax: 416-392-7296  
ksather@toronto.ca

*If you have scheduled a meeting with Deputy Mayor McConnell or any Ward 28 staff, you may be required to register as a lobbyist. For information about the City's lobbyist registration requirements and how to register, please contact the Office of the Lobbyist Registrar at 416-338-5858, [www.toronto.ca/lobbying](http://www.toronto.ca/lobbying).*

RECEIVED JUN 22 2015

June 18, 2015


Valerie Jepson  
Integrity Commissioner  
375 University Ave., Ste. 202  
Toronto, ON M5G 2J5

Dear 

Thank you for your enquiry with respect to the recent council delegation to Harbin City.

The amounts presented in the Travel Declaration Form were provided by the City of Harbin.

Sincerely,

  
Authorizing Signature Removed

Norm Kelly  
Councillor, Ward 40  
Scarborough-Agincourt