

January 12, 2018

Sent by Email (No Original to Follow) [Councillor Bailao@toronto.ca](mailto:Councillor_Bailao@toronto.ca)

Ana Bailão
Councillor for Ward 18
100 Queen Street West, Suite C42
Toronto, ON, M5H 2N2

Dear Councillor Bailão:

Re: Donations from Churrasqueira Martins, Tavora Foods, Ferma Import & Export, Propeller Coffee Co., Portuguese Cheese Company, Piri Piri Churrasqueira Grill House, Adelino Costa, Melanie Da Silva, Caldense Bakery, Halo Brewery, Jason Stein, Henderson Brewing Company to Councillor Bailão's Ward 18 Holiday Celebration Community Event

Thank you for providing me with the Council Member-Organized Community Event Donor Declaration Forms that are attached to this letter. 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 December 4, 2017, December 5, 2017, December 6, 2017, December 7, 2017 and December 11, 2017;
- 2) a copy of the event flyer; and
- 3) the City of Toronto Lobbyist Registry, which confirms that Churrasqueira Martins, Tavora Foods, Ferma Import & Export, Propeller Coffee Co., Portuguese Cheese Company, Piri Piri Churrasqueira Grill House, Adelino Costa, Melanie Da Silva, Caldense Bakery, Halo Brewery, Jason Stein, Henderson Brewing Company are not registered 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*.

Yours truly

Authorizing Signature
Removed

Valerie Jepson
Integrity Commissioner

Enclosures (13): Donor Declaration Form from Churrasqueira Martins dated December 5, 2017 (2 pages)
Donor Declaration Form from Tavora Foods dated December 5, 2017 (2 pages)
Donor Declaration Form from Ferma Import & Export dated December 11, 2017 (2 pages)
Donor Declaration Form from Propeller Coffee Co. dated December 5, 2017 (2 pages)
Donor Declaration Form from Portuguese Cheese Company dated December 11, 2017 (2 pages)
Donor Declaration Form from Piri Piri Churrasqueira Grill House dated December 5, 2017 (2 pages)
Donor Declaration Form from Adelino Costa dated December 5, 2017 (2 pages)
Donor Declaration Form from Melanie Da Silva dated December 7, 2017 (2 pages)
Donor Declaration Form from Caldense Bakery dated December 5, 2017 (2 pages)
Donor Declaration Form from Halo Brewery dated December 6, 2017 (2 pages)
Donor Declaration Form from Jason Stein dated December 5, 2017 (2 pages)
Donor Declaration Form from Henderson Brewing Company dated December 4, 2017 (2 pages)
Event Flyer for Councillor Bailão's Ward 18 Holiday Celebration Community Event (1 page)

cc: Lesley Ruscica, Manager, Council & Support Services
Kelly McCarthy, Acting Director, Strategic Integration and Excellence
Ulli Watkiss, City Clerk



Donor Declaration Form and Gift Disclosure Statement
Council Member-Organized Community Event

INFORMATION TO BE COMPLETED BY DONOR

I/We, PROPELLER COFFEE CO., 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

\$ 75.00, was donated to Council Member Marlene for a

Council Member-Organized Community Event.

Description of donation: 3 pots of coffee (40 cups)

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 publicly disclosed in accordance with Article IV of the Code of Conduct for Members of Council.

Dated (yyyy-mm-dd): Dec 15/17, and signed in the City (or Town) of Toronto.

Name: KRISTI TETHON Title: Director of Events
(First, Last - print name of officer or individual)

Propeller Coffee Co
(name of organization/group/company/association/corporation)

Authorized Signature
Signed Removed

50 WADE AVE TORONTO ON M6H 2Z3
(address of organization/group/company/association/corporation)

Check to request income tax receipt** ☒

Information to be completed by Council Member on next page

The personal information on this form is collected 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 and will be made public. The information will be provided to the Office of the City Clerk and the Accounting Services Division to determine eligibility for issuance of an Income Tax Receipt. Questions about this collection can be directed to the Office of the Integrity Commissioner, 375 University Avenue, Suite 202, Toronto, ON M5G 2J5, at (416) 392-3826 or integrity@toronto.ca.

INFORMATION TO BE COMPLETED BY COUNCIL MEMBER

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

Name of Event: Ward 18 Holiday Party

Date of Event (yyyy-mm-dd): 2017-12-05

Event Flyer Attached ☒

Additional Information: _____

Signed by Council Member: _____ **Authorizing
Signature Removed** _____ Date (yyyy-mm-dd): 2018-01-09

* 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 publicly disclosed in accordance with Article IV of the Code of Conduct for Members of Council. Forms are to be completed by all donors of cash or in-kind donations 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 they are 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.

Questions can be addressed to the Office of the Integrity Commissioner by telephone at (416) 392-3826 or at integrity@toronto.ca.

Completed and signed form, including event flyer and all other supporting documentation, should be submitted to:

Office of the Integrity Commissioner
375 University Avenue, Suite 202
Toronto, ON M5G 2J5

Authority and Guidelines

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

- Part IV of the Code of Conduct for Members of Council.
- 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.
- Constituency Services and Office Budget Policy.
- Policy on Accounting for Donations to Council-Member Organized Community Events.

Copies of the above are available at: www.toronto.ca/integrity



— INVITES YOU TO A —

HOLIDAY CELEBRATION

JOIN ME, NEIGHBOURHOOD ORGANIZATIONS AND LOCAL
BUSINESSES IN CELEBRATING OUR COMMUNITY THIS HOLIDAY SEASON.

TUESDAY, DEC. 5TH 7PM - 9PM @ PROPELLER COFFEE (50 WADE AVE)

In the spirit of the Holiday season please bring a non-perishable food item to be
donated to our local food bank at Oasis Community Centre.

Please RSVP at anabailao.ca/holidayparty