



OFFICE OF THE
INTEGRITY
COMMISSIONER
TORONTO

Jonathan Batty
Integrity Commissioner
375 University Ave., Suite 202
Toronto, ON M5G 2J5
416-397-7770 | Jonathan.Batty@toronto.ca

October 16, 2023

Sent via Email (No Original to Follow): Jennifer.McKelvie@toronto.ca

Jennifer McKelvie
Deputy Mayor
100 Queen St. W., Suite B25
Toronto, ON M5H 2N2

Dear Deputy Mayor McKelvie:

Re: Sponsored attendance provided by the Federation of Canadian Municipalities Green Municipal Fund (FCMGMF) Council meeting in Ottawa from September 20 to 22, 2023

Thank you for providing me with a Travel Declaration Form for the above-noted trip. 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 the FCMGMF and you attended in your official capacity as City Councillor and member of its Council.

I form this view based on my review of:

1. the Travel Declaration Form dated October 3, 2023;
2. remittance receipt indicating your payment and reimbursement by FCM; and,
3. a copy of the GMF Council Meeting Schedule.

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

If you have any questions about the disclosure of gifts and benefits, please do not hesitate to contact this Office.

Yours truly,



Jonathan Batty
Integrity Commissioner

Enclosures (3): Travel Declaration Form dated October 3, 2023
 Remittance Receipt (5 pages)
 GMF Council Meeting Schedule

Cc: Lesley Ruscica, Manager, Council & Support Services
 Mike Pacholok, Deputy City Clerk, Member Services and Program Support

This form is used in the declaration of travel costs provided by a third party for Council Members 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

| | |
|--|--|
| Council Member: | Jennifer McKelvie |
| Purpose of Trip: | Green Municipal Fund Board Meeting |
| Travel Destination: | Ottawa |
| Travel Dates: | Sept 20-23, 2023 |
| Additional Information: | |
| Travel Expenses Covered by Third Party (please complete all that apply) | |
| Sponsor of Travel: | Name: GMF (a program of FCM funded by gov. of Canada) Type of Sponsor (check all that apply): <input checked="" type="checkbox"/> Government <input type="checkbox"/> Other organization <input type="checkbox"/> Conference Organizer |
| Registration Fees: | \$0 |
| Travel: | \$ |
| Accommodation: | \$659.02 |
| Ground Transportation: | \$488.36 (842 km @0.58/km) |
| Per Diem/Sundry Expenses: | \$58.60 (Dinner Sept 20 per diem, all others provided at meeting) |
| TOTAL: | \$1205.98 |
| Expenses Paid from Council Business Travel Budget | \$0 |
| Expenses Paid from Constituency Services & Office Budget or the annual operating budget for the Office of the Mayor | \$0 |
| Expenses paid from other City of Toronto sources | \$0 Source: |

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

Signed by Council Member:



Date: Oct 3/2023

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 and will be made public. The information will be provided to the Office of 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, at 416-392-3826, or at integrity@toronto.ca.



THE METCALFE

pd directly
by GMF

GMF Council Meeting - June
Canada

Room No. 9028
Arrival 09/19/23
Departure 09/29/23
Confirmation No. 141606002
Folio No.
Cashier No. 989
Custom Ref.
Page No. 1 of 2

Company Name GMF
Group Name GMF Council Meeting - June

| Date | Description | Charges | Credits |
|---------------|--|---------|---------|
| 09/20/23 | Room Charge | 240.00 | |
| | Routed From McKelvie Jennifer Of Room #404 | | |
| 09/20/23 | Municipal Accommodation Tax (MAT) | 9.60 | |
| | Routed From McKelvie Jennifer Of Room #404 | | |
| 09/20/23 | Harmonized Sales Tax (HST) | 32.45 | |
| | Routed From McKelvie Jennifer Of Room #404 | | |
| 09/20/23 | Parking - Overnight (24h) | 42.00 | |
| | Routed From McKelvie Jennifer Of Room #404 | | |
| 09/20/23 | Harmonized Sales Tax (HST) | 5.46 | |
| | Routed From McKelvie Jennifer Of Room #404 | | |
| 09/21/23 | Room Charge | 240.00 | |
| | Routed From McKelvie Jennifer Of Room #404 | | |
| 09/21/23 | Municipal Accommodation Tax (MAT) | 9.60 | |
| | Routed From McKelvie Jennifer Of Room #404 | | |
| 09/21/23 | Harmonized Sales Tax (HST) | 32.45 | |
| | Routed From McKelvie Jennifer Of Room #404 | | |
| 09/21/23 | Parking - Overnight (24h) | 42.00 | |
| | Routed From McKelvie Jennifer Of Room #404 | | |
| 09/21/23 | Harmonized Sales Tax (HST) | 5.46 | |
| | Routed From McKelvie Jennifer Of Room #404 | | |
| Total Charges | | 659.02 | |
| Total Credits | | | 0.00 |
| HST 13% | # 761863349 | 75.82 | |
| MAT 4% | | 19.20 | |
| Total Tax | | 95.02 | |

I agree that I am personally liable for payment of this account, and if this person, company or association indicated does not settle within a reasonable period, my liability for payment should be joint and several with such person, company or association.

The Metcalfe Hotel | 123 Metcalfe St | Ottawa, ON K1P 5L9, Canada
Telephone: 613-231-6555 | Fax: 613-231-7555 | Email: reservations@themetcalfehotel.com
www.themetcalfehotel.com



THE METCALFE

GMF Council Meeting - June
Canada

Room No. 9028
Arrival 09/19/23
Departure 09/29/23
Confirmation No. 141606002
Folio No.
Cashier No. 989
Custom Ref.
Page No. 2 of 2

Company Name GMF
Group Name GMF Council Meeting - June

Balance 659.02

I agree that I am personally liable for payment of this account, and if this person, company or association indicated does not settle within a reasonable period, my liability for payment should be joint and several with such person, company or association.

The Metcalfe Hotel | 123 Metcalfe St | Ottawa, ON K1P 5L9, Canada
Telephone: 613-231-6555 | Fax: 613-231-7555 | Email: reservations@themetcalfehotel.com
www.themetcalfehotel.com



Map data ©2023 Google 100 km

$$421 \times 2 \times 0.58 = \$488.36$$

* personal address shown - not for public display

4. Turn left onto Lawson Rd

5. Take the ramp onto Hwy 2A

6. Use any lane to merge onto ON-401 E via the ramp to Kingston

Follow ON-401 E and ON-416 N to Isabella St/Ottawa 62 in Ottawa. Take exit 119 from Trans-Canada Hwy/ON-417 E

3 hr 44 min (415 km)

- 7. Merge onto ON-401 E
 850 m
- 8. Keep right to stay on ON-401 E
 224 km
- 9. Continue onto ON-401 E
 102 km
- 10. Take exit 721A for ON-416 N toward
Kemptville/Ottawa
 170 m
- 11. Continue onto ON-416 N
 74.7 km
- 12. Take exit 75B toward Trans-Canada Hwy/ON-417
E
 650 m
- 13. Keep left, follow signs for ON-417 E/Ottawa and
merge onto Trans-Canada Hwy/ON-417 E
 13.0 km
- 14. Take exit 119 for Rue Metcalfe
 250 m

Drive to Metcalfe St/Ottawa Regional Rd 89

- 15. Merge onto Isabella St/Ottawa 62
 5 min (1.7 km)
 - 16. Turn left onto Metcalfe St/Ottawa Regional Rd 89
 150 m
 - 17. Continue straight to stay on Metcalfe St/Ottawa
Regional Rd 89
 120 m
 - 18. Turn left onto Metcalfe St/Ottawa Regional Rd 89
 220 m
 - 19. Turn right onto Metcalfe St/Ottawa Regional Rd
89
 250 m
- 900 m

123 Metcalfe St
Ottawa, ON K1P 5L9

CANADA - PER DIEM EXPENSE CLAIM / SOMMAIRE DES INDEMNITÉS - CANADA

| | |
|------------|-------------------|
| Name/Nom : | Jennifer McKelvie |
|------------|-------------------|

MARK an "x" in PER DIEM box being claimed
Veillez indiquer vos indemnités avec un "x"

| Province | Date (YYYY/MM/DD) (AAAA/MM/DD) | Breakfast/ Petit déjeuner | Lunch/ Déjeuner | Dinner/ Souper | Incidental/ Faux frais | Total |
|--------------|--------------------------------------|------------------------------|-----------------|----------------|---------------------------|--------------|
| ON | 2023/09/20 | | | x | | 58.60 |
| | | | | | | - |
| | | | | | | - |
| | | | | | | - |
| | | | | | | - |
| | | | | | | - |
| | | | | | | - |
| TOTAL | | | | | | 58.60 |

NOTES:

As of April 1, 2023 Breakfast Lunch Dinner Incidentals

reimbursed
to J. McKelvie.



GREEN
MUNICIPAL
FUND

FONDS
MUNICIPAL
VERT

GMF Council Meeting Schedule

Wednesday, September 20, 2023

| | Item | Location | Participants |
|-------------|--------------------------|---|------------------------------|
| 10:00-12:00 | Investment Committee | Gray Jay Room 66 Slater Street, 19 th floor | Investment Committee members |
| 14:00-16:00 | LC3 Committee | Osprey Room 66 Slater Street, 19 th floor | LC3 Committee members |
| 17:00-19:00 | Evening Open Cocktails | Cocotte Bar & Lounge The Metcalfe Hotel | Optional |

Thursday, September 21, 2023

| | Item | Location | Participants |
|-------------|-------------------------|---|------------------------------|
| 8:30-10:30 | Audit Committee | Gray Jay Room 66 Slater Street, 19 th floor | Audit Committee members |
| 11:00-12:30 | Governance Committee | Osprey Room 66 Slater Street, 19 th floor | Governance Committee members |
| 12:00-13:30 | Council Lunch | GMF Lounge 66 Slater Street, 19 th floor | Council & Staff |
| 13:30-16:30 | Council Meeting – Day 1 | Gray Jay Room 66 Slater Street, 19 th floor | Council & Staff |
| 17:30-20:00 | Council Dinner | Oz Kafé 10 York Street | Council & Staff |

Friday, September 22, 2023

| | Item | Location | Participants |
|-------------|-------------------------|---|-----------------|
| 9:00-16:30 | Council Meeting – Day 2 | Gray Jay Room 66 Slater Street, 19 th floor | Council & Staff |
| 12:00-13:30 | Council Lunch | Cocotte Bistro The Metcalfe Hotel | Council & Staff |

A program of

FCM