



**ADR**  
CHAMBERS

Integrity Commissioner Office  
for the City of Kitchener

September 11, 2023

SENT BY E-MAIL TO:

**Amanda Fusco**  
**City Clerk, City of Kitchener**  
200 King Street West  
Kitchener, ON N2G 4V6  
[Amanda.fusco@kitchener.ca](mailto:Amanda.fusco@kitchener.ca)

**Re: File No.: IC-25729-0723: City of Kitchener - Integrity Commissioner Annual Report-  
Operating Period July 1, 2022 to June 30, 2023**

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Dear Ms. Fusco:

Thank you for the opportunity to act as the Integrity Commissioner (or "IC) for the City of Kitchener (the "City") over the past year. In accordance with the terms of the agreement with the City, and pursuant to section 223.6(1) of the *Municipal Act, 2001*, we are providing our annual report for the operating period of July 1, 2022 to June 30, 2023.

As you know, the IC's role is to help Members of Council ("Members") ensure that they are performing their duties and functions in accordance with the City's Code of Conduct (the "Code") and the *Municipal Conflict of Interest Act* ("MCIA"). The Integrity Commissioner is available to educate and provide advice to Members on matters governing their ethical behavior and compliance with the Code and MCIA.

The Integrity Commissioner is also responsible for receiving, assessing, and investigating appropriate complaints respecting alleged breaches of the Code or the MCIA.

### **Requests for Advice**

During this operating period, the Integrity Commissioner received and responded to three Requests for Advice.

### **Code of Conduct Complaints**

During this operating period, the Integrity Commissioner received one Code of Conduct complaint. The complaint was not filed in accordance with the prescribed timelines set out in the *Municipal Act* and in the City's Complaint Protocol, and therefore was dismissed.

### **Billings**

A summary of billing for the year is included in this annual report as Appendix 1.

### **Final Comments**

We look forward to assisting the City and its Members in contending with the issues that may arise in connection with the administration of its Code in the coming year.

Yours truly,



Lori Lalonde  
ADR Program Associate, ADR Chambers Inc.  
Office of the Integrity Commissioner

**APPENDIX 1**  
**Summary of Billing**

Billing for the year to date has totaled **\$6,299.76**, as detailed below.

<b>Invoice Number</b>	<b>Date</b>	<b>Fees</b>	<b>HST</b>	<b>Total</b>
<b>8301</b>	07/07/2022	\$2,000.00	\$260.00	\$2,260.00
<b>8530</b>	08/02/2023	\$3,162.50	\$411.13	\$3,573.63
<b>8692</b>	08/06/2023	\$412.50	\$53.63	\$466.13
<b>TOTAL</b>		<b>\$5,575.01</b>	<b>\$724.75</b>	<b>\$6,299.76</b>