December 31, 2024

SENT BY E-MAIL TO:

Amanda Fusco
City Clerk, City of Kitchener
200 King Street West
Kitchener, ON N2G 4V6
Amanda.fusco@kitchener.ca

Re: File No.: IC-35339-1224: City of Kitchener - Integrity Commissioner Annual Report-Operating Period July 1, 2023 to June 30, 2024

Dear Ms. Fusco:

Thank you for the opportunity to act as the Integrity Commissioner 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, 2023 to June 30, 2024.

As you know, the Integrity Commissioner'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 four Requests for Advice.

Code of Conduct/MCIA Complaints

During this operating period, no complaints were received.

Code Review

A review of the City's Code of Conduct was completed during this operating period.

Billing

In accordance with our agreement with the City, the billing for the July 1, 2023 to June 30, 2024 operating period totaled $13,197.00.

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,

Uri Snir
Director of ADR Services
Office of the Integrity Commissioner