



**ADR**  
C H A M B E R S

**Integrity Commissioner Office**  
for the City of Richmond Hill

**CHARLES A. HARNICK**  
Integrity Commissioner  
City of Richmond Hill  
Email: [integrity@adr.ca](mailto:integrity@adr.ca)

July 7, 2022

**Sent via Email to:**

**Mayor and Council of the City of Richmond Hill**  
**c/o Stephen M.A. Huycke**  
**Director of Legislative Services, City Clerk**  
City of Richmond Hill, ON, L4B 3P4  
[stephen.huycke@richmondhill.ca](mailto:stephen.huycke@richmondhill.ca)

Dear Mayor and Members of Council:

**Re: File No.: IC-18378-0622: City of Richmond Hill Integrity Commissioner Annual Report – Operating Period May 12, 2021 to May 11, 2022**

Thank you for the opportunity to act as the Integrity Commissioner for the City of Richmond Hill (the “City”) over the past year. In accordance with the terms of the Agreement between the City and ADR Chambers pursuant to section 223.6(1) of the *Municipal Act*, 2001, we are providing our annual report for the first operating period of the Agreement covering the period May 12, 2021 to May 11, 2022.

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

The Integrity Commissioner is also responsible for receiving, assessing, and investigating appropriate complaints made by Council, Members, and members of the public respecting alleged breaches of the Code by Members or complaints by electors of the City or persons demonstrably acting in the public interest that a Member has contravened the provisions of the MCIA.

### **Complaints**

During this operating period, I received six Code Complaints<sup>1</sup>. After conducting an investigation into the first and second Complaints, I determined that no contravention of the Code was committed by the Member and the Complaints were accordingly dismissed. I determined that the third Complaint was both frivolous and vexatious and for those reasons, I refused to investigate the Complaint. After investigating the fourth Complaint, the Member was found to be in contravention of the Code and I recommended that Council reprimand the Member. I declined to investigate the fifth Complaint as it was beyond the scope of my jurisdiction as Integrity Commissioner. After investigating the sixth Complaint, I determined that no contravention of the Code was committed by the member and the Complaint was accordingly dismissed.

### **Requests for Advice**

One request for advice was received and responded to during this operating period.

The request for advice by Members must always be made in writing to the Integrity Commissioner and the advice given to Members is always provided in writing, and in accordance with the provisions of the City's Code and the applicable provisions of the MCIA.

Advice from the Integrity Commissioner should not be considered to constitute legal advice, and Members are always encouraged to seek the advice of their personal solicitor should they believe legal advice is necessary.

### **Billings**

The average cost of each complaint during this operating period was about \$5,934.85. Each of these complaints involved a review of the complaint and corresponding documents (if any), correspondence with the complainant, the respondent and the City

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<sup>1</sup> Complaint IC-13702-0521 was received during this operating period but at the time of this report it is still an active investigation and will be reported in the next annual report.

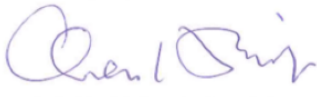
Clerk and an initial investigation, including interviewing parties where appropriate, to determine the alleged complaint, the issues raised and to reach a conclusion and prepare a report.

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 very truly,



Charles A. Harnick  
Office of the Integrity Commissioner for the City of Richmond Hill

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

Billing for the year to date has totaled \$ 34, 976.33, as detailed below.

<b>Invoice Number</b>	<b>Date</b>	<b>Fees</b>	<b>HST</b>	<b>Total</b>
7179	06/07/2021	\$1,000.00	\$130.00	\$1,130.00
7226	07/08/2021	\$1,325.00	\$172.25	\$1,497.25
7263	08/05/2021	\$1,000.00	\$130.00	\$1,130.00
7287	09/02/2021	\$3,275.00	\$425.75	\$3,700.75
8025	10/06/2021	\$1,000.00	\$130.00	\$1,130.00
8048	11/05/2021	\$1,000.00	\$130.00	\$1,130.00
8092	12/07/2021	\$16,247.50	\$2,112.18	\$18,359.68
8118	01/07/2022	\$1,000.00	\$130.00	\$1,130.00
8148	02/08/2022	\$1,000.00	\$130.00	\$1,130.00
8171	03/08/2022	\$2,105.00	\$273.65	\$2,378.65
8208	04/06/2022	\$1,000.00	\$130.00	\$1,130.00
8238	05/09/2022	\$1,000.00	\$130.00	\$1,130.00
<b>TOTAL</b>		<b>\$30,952.50</b>	<b>\$4,023.83</b>	<b>\$34,976.33</b>

**\*\*Complaint 15380-1021 concluded during this operating period but it was billed in the next operating period.\*\***