

Submission Instructions:

To request Clarington's Integrity Commissioner to conduct an inquiry pursuant to Section 223.4 of the *Municipal Conflict of Interest Act*, complete this complaint form and submit it by mail, fax, email or otherwise, to:

Guy Giorno, Integrity Commissioner
Fasken Martineau
P.O. Box 20
333 Bay Street, Suite 2400
Toronto, ON M5H 2T6

Phone: 416-366-8381
Fax: 416-364-7813
Email integritycommissioner@fasken.com

Part 1 – Applicant / Contact Information

Name	Telephone (Home)	Telephone (Cell)
Address	City, Province	Postal Code
Email	Fax	

Applicant is (check one):

- An elector in the Municipality of Clarington, as defined by section 17 of the *Municipal Elections Act, 1996*.
- An individual demonstrably acting in the public interest.
- A corporation (including a municipality) demonstrably acting in the public interest.

Where the Applicant is a corporation, please identify its authorized representative for purposes of this application:

Part 2 – Member

Who do you believe contravened the Municipal Conflict of Interest Act? Select one.

- Member of Clarington Council.
- Member of a local board.

Print the name of the Member who is the subject of the allegation (complete a separate form for each Member who is the subject of an allegation): _____

Name of Board (if applicable): _____

Part 3 – Contravention of the Act

The Applicant alleges that the Member contravened the following sections of the *Municipal Conflict of Interest Act* (check all that apply):

- Section 5 The member participated in the discussions and/or voted about a matter in which the member has a direct or indirect pecuniary interest.
- Section 5.1 The member failed to file a written statement of a declared interest.
- Section 5.2 The member used their office to attempt to influence a decision or recommendation of an officer or employee of the Municipality and/or the board about a matter in which the member has a direct or indirect pecuniary interest.

Part 4 – Reasons

The following are the Applicant's reasons for believing that the Member has contravened the above section(s) of the *Municipal Conflict of Interest Act*:

[Set out the statements of facts in consecutively numbered paragraphs in the space provided, with each paragraph being confined as far as possible to a particular statement of fact. If you require more space, use the attached Schedule A.]

Part 5 – Sharing of Information

Please read the following before signing:

If the Integrity Commissioner launches an inquiry into an allegation, the content of this form, including the Applicant's identity, may be shared with the Member who is the subject of the allegation. Information on this form and information obtained during the inquiry, including the identities of the parties involved, may be disclosed in the Integrity Commissioner's published reasons at the end of the inquiry and may be disclosed in an application to the Superior Court. Only sign this application form if you understand and accept the potential for disclosure of your identity and the information provided.

Part 6 – Signature of Applicant

I, the undersigned, make application to the Integrity Commissioner for the Municipality of Clarington, for an inquiry to be carried out concerning the alleged contravention as contained in this application.

Signature of Applicant

Date

Note: The statutory declaration on Page 4 is a mandatory part of the application and required under the *Municipal Act*. It must be declared before a person authorized to take declarations in Ontario (including Commissioners for Taking Oaths and any Ontario lawyer).

Personal information provided with this application is collected under the authority of the *Municipal Conflict of Interest Act* and will be used to consider, and potentially conduct, an inquiry into the details of the applications. Questions concerning this collection may be addressed to the Municipal Clerk at 905-623-3379 ext. 2102, 40 Temperance Street, Bowmanville, ON L1C 3A6.

Application for Inquiry Alleged Contravention of the Municipal Conflict of Interest Act

Schedule A – Continued Information

Application for inquiry, alleged contravention of the *Municipal Conflict of Interest Act* of
_____ [Insert name of applicant].

Signature of Applicant	Date
-------------------------------	------

Personal information provided with this application is collected under the authority of the *Municipal Conflict of Interest Act* and will be used to consider, and potentially conduct, an inquiry into the details of the applications. Questions concerning this collection may be addressed to the Municipal Clerk at 905-623-3379 ext. 2102, 40 Temperance Street, Bowmanville, ON L1C 3A6.

Application for Inquiry Alleged Contravention of the Municipal Conflict of Interest Act

Declaration

Required by subsection 223.4.4(6) of the *Municipal Act, 2001*

I, _____ [insert full name], of the _____
[city, town, etc.] of _____ [specify municipality] in the Province of _____
[enter country, if outside of Canada] solemnly declare that:

[Select one of the following two options.]

I am the Applicant;

OR

The Applicant is a corporation and I am its authorized representative.

AND

[Select one of the following two options.]

I attest to the fact that the Applicant became aware of the Member's alleged contravention of the *Municipal Conflict of Interest Act* not more than six weeks before today;

OR

(In a municipal election year:) I attest to the fact that the Applicant became aware of the Member's alleged contravention of the *Municipal Conflict of Interest Act* within the period of time starting six weeks before the fourth Friday of July, and ending on Voting Day.

AND

[Select the following.]

I make this solemn declaration conscientiously believing it to be true and knowing that is of the same force and effect as if made under oath.

Declared before me at the _____

of _____

In the _____ of _____

This _____ day of _____, 20__

Applicant or Representative

A Commissioner, etc.