## APPLICATION FOR A *MUNICIPAL CONFLICT OF INTEREST ACT* (MCIA) INQUIRY

Information about the Complaint and Application Procedures can be found here. If you need accommodation to complete this form or need it in an alternate format please contact our office at dgb@boglaw.ca or 416-367-5558.

An application for inquiry must be made **within six weeks** of when you become aware of the alleged contravention (Section 8 (2) MCIA).

### Part 1: Contact Information

Please provide your name and contact information so we can contact you about your application.

First Name Last Name

Street address

City Province Postal Code

Phone Number Email Address

Do you reside, own or rent a property in the municipality and are you a Canadian citizen of at least 18 years old and not prohibited from voting thereby qualifying as an Elector (Section 17 *Municipal Elections Act, 1996*)?

☐ Yes

☐ No

If you answered "No", please explain why in submitting this application you believe you are demonstrably acting in the interest of the public (Section 8(1) MCIA)?

## Part 2: Complaint Information

### Name

Please provide the name of the member who you believe has contravened the *Municipal Conflict of Interest Act*.

_____

First Name Last Name

Please indicate if the person is a member of Council or a member of a local board (which includes adjudicative boards)

☐ Member of Council

☐ Member of a local board

_____

Name of local board

### Grounds for Complaint

What section(s) of the *Municipal Conflict of Interest Act* do you believe were contravened? Select all that apply.

☐ The member participated in the discussion and/or voted about a matter in which the member has a direct or indirect pecuniary interest. (Section 5)

☐ The member failed to file a written statement of declared interest. (Section 5.1)

☐ The member used their office to attempt to influence a decision or recommendation of an officer or employee of the City and/or the board about a matter in which the member has a direct or indirect pecuniary interest. (Section 5.2)

### Details

In the space below, please describe why you believe this person has contravened the *Municipal Conflict of Interest Act*. In your description, please include details of:

- What specific actions or conduct, based on the boxes you checked above, you believe have broken the rules in the Code of Conduct.
- The places, dates and times of when these things took place.
- The names of persons who have been affected or have information about what took place.
- How you learned of these things.
- Anything else that you believe is relevant.

If you have documents or other materials that support your complaint, please refer to them in your description and attach them to this form when you submit it. If you require more space to describe what happened, please attach additional pages.

**Part 3: Statutory Declaration**

**I _____, [*name of Applicant*] solemnly declare that I became aware of the alleged contravention described in this Application on _____ [*date*], and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.**

_____

Signature of Applicant Date

**Declared before me at the (City, Town, etc.) of _____**

**in the Province of _____,**

**this (day)_____of (month)_____,_____20 (year).**

_____

Name of Commissioner for Affidavits

_____

Signature of Commissioner for Affidavits