



**CODE OF CONDUCT FOR MEMBERS OF COUNCIL, LOCAL BOARDS  
AND COMMITTEES OF THE TOWN OF PETAWAWA**

**Municipal Conflict of Interest Act Complaint Form/Affidavit**

I, \_\_\_\_\_ of the \_\_\_\_\_  
(full name) (municipality)

in the Province of Ontario, hereby request the Integrity Commissioner for the Town of Petawawa to conduct an investigation pursuant to Section 223.4.1 of the *Municipal Act, 2001*, and I do solemnly swear/affirm/declare that the following contents of this affidavit as subscribed are true and correct:

Home Address: \_\_\_\_\_  
(house #, street name, P.O. Box, city, postal code)

Mailing Address  
(if different from  
home address): \_\_\_\_\_

Home phone #: \_\_\_\_\_

Cell phone #: \_\_\_\_\_

Email address: \_\_\_\_\_

\$150.00 investigation fee included

**[The fee shall be refunded in part, up to 50%, based on the recommendation of the Integrity Commissioner, if the complaint results in a negotiated resolution or a finding that the Member breached the *Municipal Conflict of Interest Act*. If the Integrity Commissioner determines that a complaint is frivolous, vexatious or does not disclose a breach of the *Municipal Conflict of Interest Act*, at any point after the submission of the complaint, the complainant shall forfeit the fee.]**

I have reason to believe that: \_\_\_\_\_

\_\_\_\_\_  
(specify name(s) of member(s) of Council, of a Local Board, or of a Committee)

Contravened Section(s) 5, 5.1 and/or 5.2 of the *Municipal Conflict of Interest Act*. The particulars of the contravention(s) relating to the request for an investigation are as follows:

**[Please provide the section(s) of the alleged contravention(s) of the *Municipal Conflict of Interest Act*, date(s), time(s) and location(s) of conduct, name(s) of member(s) and of all persons alleged to be involved, including witness names and their contact information. If you require more space use the attached Schedule "A"]**

form and check the appropriate box below. If you wish to include exhibits to support this complaint, please refer to the exhibits as Exhibit A, B etc. and attach them to this affidavit. Deliver complaint form/affidavit in person to the CAO and/or Clerk.]

---

---

---

---

---

---

---

---

---

---

Please see the attached Schedule "A"

I further solemnly swear/affirm/declare that: **[Place an "X" next to one of the following]:**

I became aware of the alleged contravention(s) not more than six weeks prior to the date of this application; **OR**

I became aware of the alleged contravention(s) within the period of time starting six weeks before nomination day for the municipal election, and ending on voting day. **[NOTE: An application brought under this exception may only be made within six weeks after the day after Voting Day].**

This affidavit is made for the purpose of requesting that this matter be reviewed by the Town of Petawawa appointed Integrity Commissioner and for no other purpose.

Type of identification checked to confirm identity of complainant:

\_\_\_\_\_  
(driver's licence, passport, etc.)

Sworn (or Affirmed) before me at the Town of  
Petawawa, in the County of Renfrew, in the  
Province of Ontario on the \_\_\_\_\_ day of

\_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Print name of complainant

\_\_\_\_\_  
A Commissioner, etc.

\_\_\_\_\_  
Signature (to be witnessed by Commissioner)

**Note:** This is a sworn (affirmed) affidavit of the complainant only. No investigation has been conducted by this authority to confirm or verify the above sworn statement. **The Criminal Code of Canada** provides that: everyone commits perjury who, with intent to

mislead, makes before a person who is authorized by law to permit it to be made before him a false statement under oath or solemn affirmation, by affidavit, solemn declaration or deposition or orally, knowing that the statement is false, is guilty of an indictable offence and liable to a term of imprisonment not exceeding fourteen years (Section 131, 132), or by summary conviction (Section 134). Signing a false affidavit may expose you to prosecution under Sections 131 and 132 or 134 of the Criminal Code, R.S.C. 1985, c. C-46 and also to civil liability or defamation.

**Municipal Conflict of Interest Act Formal Complaint Form/Affidavit**

**Schedule "A"**  
(Additional Information)

To the complaint form/affidavit required under PART II: Formal Complaint Procedure.