

Code of Conduct – Formal Complaint Form #1

Part 1: Complainant Information

_____	_____	
Last Name	First Name	

Address		
_____	_____	_____
Municipality	Province	Postal Code
_____		_____
Phone Number	Email Address	

Part 2: Complaint Information

Name of Member(s)

Name of Board (if applicable)

What provision(s) of the Code of Conduct do you believe were contravened? [Set out all provision(s) alleged to have been contravened.]

Part 3: Complaint Description

Provide detailed reasons for why you have reasonable grounds to believe the Member has contravened the Code of Conduct?

[Set out detailed reasons on additional pages if necessary]

[Specify which actions or incidents relate to which provisions of the Code of Conduct]

I have attached supporting records and/or additional pages: Yes No

I also intend to file an application for an inquiry regarding a possible contravention of the *Municipal Conflict of Interest Act* in relation to this matter: Yes No

Signature of Complainant

Date (MM/DD/YYYY)

Suggestions

- Complainants should review the full text of the Code of Conduct or relevant legislation.
- Complainants should review the Municipality’s Complaint Protocol and may contact the Integrity Commissioner with questions about the process or procedure before filing.

The personal information on this form is collected under authority of the *Municipal Act, 2001*.