

Town of Arnprior – Council Code of Conduct Formal Complaint Form



Date _____

Complainant Information

Name _____ Attention (if applicable) _____

Street Address _____

Municipality _____ Province _____ Postal Code _____

Telephone Number (_____) _____ Email Address _____

Complaint Against

Type: Member of Council Committee/Board Member

Name of Council/Committee/Board Member: _____

Section Contravened: _____

Detailed Description

*If you require more space, please attach a separate sheet of paper, along with any additional supporting materials.

Town of Arnprior – Council Code of Conduct

Formal Complaint Form



Declaration

I, the undersigned, have reasonable grounds to believe that the named Member of Council (or member of a Town committee or board appointed by Council) has contravened the Code of Conduct for Members of Council and Local Boards (By-Law No. 7401-23) as outlined in my complaint above.

Declared before me at the _____ of
_____ in the Province of Ontario this
_____ day of _____, _____.

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Commissioner’s Signature
(Commissioner for taking affidavits, etc.)

Signature of Complainant

Submission Requirements

Please submit a completed complaint form (including supporting documentation, where applicable) to the attention of the Town Clerk at the address listed below.

Town of Arnprior
c/o Town Clerk
105 Elgin Street West
Arnprior, Ontario, Canada
K7S 0A8

Notice of Collection of Personal Information

Personal Information is collected under the authority of sections 223.1 to 223.8 of the *Municipal Act, 2001*. The information will be provided to enforce the Council Code of Conduct. This form will be shared with the Integrity Commissioner and may be shared by the Integrity Commissioner with any persons the Integrity Commissioner deems necessary as part of any investigation. Questions about the collection and use can be directed to the Town Clerk, Town of Arnprior, 105 Elgin Street West, Arnprior, ON K7S 0A8.

For Office Use Only

Date Received _____ Time Received _____ Initials _____

Forwarded to IC Yes No Date Sent _____ Initials _____