

Pecuniary Interest Guidelines

Legislation: The *Municipal Conflict of Interest Act* sets out the provisions of pecuniary interest.

Pecuniary Interest: Members must disclose in writing a direct or indirect pecuniary interest in matters that are before Council for consideration and the general nature of the interest.

Procedures for Disclosure: If a matter comes before Council that a member believes he or she has a pecuniary interest in, there are clear procedures to follow. The member should:

1. Declare the pecuniary interest at the commencement of a Council meeting and restate immediately prior to the item appearing on the agenda.
2. When the matter of pecuniary interest is before Council, leave the meeting room

until discussion and voting on the matter are concluded.

3. Refrain from attempting in any way whether before, during or after the meeting to influence the voting on any such matter.
4. Return to the meeting after the matter has been discussed and a decision has been made.
5. Complete and submit the *Disclosure of a Pecuniary Interest Form* to the Clerk on the same day the matter is before Council.

These procedures apply to all regular and special meetings of Council.

Vote Implications: When pecuniary interest has been declared, the member of Council making the declaration must refrain from voting. Quorum is then established with the remaining members.

Disclosure of a Pecuniary Interest Form

Please complete and submit to the Clerk on the same day the pecuniary interest is being declared.

I, Kim Letto, am declaring direct or indirect pecuniary interest as it relates to agenda item number _____ regarding ROC Facility at 36/1507

1. My pecuniary interest is: Direct Indirect
2. Relates to: myself my spouse my child a parent
3. The nature of my interest is as follows:

Listing agent for lease
premises.
Financial implication less
than \$500 total.

Print Name: Kim Letto Signature: Kim Letto

Date Submitted to the Clerk: Dec. 17, 2019.