

Request for Investigation Form/Affidavit
Code of Conduct For Members of Council

[Formal Complaints are to be submitted to the Regional Clerk and will be forwarded to
the Integrity Commissioner]

Requester Information

Name : _____

Mailing Address: _____

Municipality: _____ Province: _____ Postal Code: _____

email: _____ Telephone Number: _____

Please note that it is an offence under the Criminal Code of Canada to knowingly swear/affirm a false affidavit.

I, _____ [full name],
of _____ [municipality of residence]

in the Province of Ontario **MAKE OATH AND SAY [or AFFIRM]:**

1. I have personal knowledge of the facts as set out in this affidavit.

[insert reason(s) for personal knowledge]

2. I have reasonable and probable grounds to believe that

_____, has contravened section(s)
[specify name of Member of Region of Waterloo Council]

[specify section(s)]
of the Region of Waterloo's Code of Conduct for Members of Council

The particulars are as follows:

[Please provide information such as date, time and location of conduct, names of all persons involved, including witnesses, and information as to how they can be reached. If you require more space, please use the attached Schedule A form.]:

3. This Affidavit is made for the purposes of requesting that this matter be investigated and for no improper purpose. SWORN [or AFFIRMED] before me at the City of Kitchener in the Region of Waterloo, in the Province of Ontario, this ____ day of _____, 20__

Signature of Commissioner

Signature of Requester

Collection of Personal Information

Personal information on this form is collected under the authority of the Municipal Act, 2001, S.O. 2001, c. 25, s. 223.4. Personal information will be used by the Region of Waterloo for the purposes of the application submitted for an inquiry of an alleged contravention of the Code of Conduct for Members of Council.

Requests are processed in accordance with Section 223.5 of the Municipal Act, 2001 that, subject to the exceptions stipulated in ss. 223.5(2), (2.1), (2.2), and (2.3), require the Integrity Commissioner and every person acting under the instructions of the Commissioner to preserve secrecy with respect to all matters that come to his or her knowledge in the course of his or her duties. Questions about this collection and use of your personal information may be directed to the Regional Clerk at regionalclerk@regionofwaterloo.ca or 519-575-4400 ext 4029.

Signature of Requester

Date

Schedule A (Additional Information) To the affidavit required under Section 3 of the
Complaint Protocol.

[if more space is required, please attach additional pages as needed]
