



## Town of Blaine Lake

<u>Policy Title</u>	<u>Policy #</u>	<u>Resolution</u>	<u>Resolution Date</u>	<u># of pages</u>	<u>Forms</u>
Council Conflict of Interest Policy	GG-007	108/22	April 13, 2022	1	3

**Policy Objective:**

To give Council the opportunity to declare any Pecuniary Interest or Conflict of Interest that may arise.

**Background:**

1. The Saskatchewan Provincial Government under Municipal Affairs passed in legislation the requirement, under Bill 186, for all Council members to declare a "Conflict of Interest".

**Policy:**

1. Immediately after the Election of Municipal Council, the Mayor and all Councillor's newly elected must complete the attached "Form 1" which is the "Public Disclosure Statement" in the long form.
2. At the December meeting of each year, all council members must file with the CAO the attached "Form 2" which is the "Public Disclosure Statement-Annual Declaration".
3. If there is a need to amend the "Public Disclosure Statement" then this is completed and filed with the CAO using "Form 3" "Public Disclosure Statement-Amendment"
4. That the Declaration Statements will remain confidential until such time as the declaration is to be disclosed due to financial transactions or public request.

GG-007

TOWN OF BLAINE LAKE

Policy Title: Council Conflict of Interest

Date Issued: April 13, 2022

Res # 108/22

Replaced – Res #

Certified True Copy of the Original Document

APR 13 2022



**TOWN OF BLAINE LAKE  
PUBLIC DISCLOSURE STATEMENT  
Form 1**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

**Disclosure of Employer, etc.:**

Pursuant to subclause 142(2)(a)(i) of *The Municipalities Act*, I hereby disclose the name of every employer, person, corporation, organization, association, or other body from which I or someone in my family receives remuneration for services performed as an employee, director, manager, operator, contractor, or agent:

My Name or Name of Family Member	Payee	Nature of Relationship

**Disclosure of Corporate Interests:**

Pursuant to subclause 142(2)(a)(ii) of *The Municipalities Act*, I hereby disclose the name of each corporation in which I or someone in my family has a controlling interest, or of which I or someone in my family is a director or a senior officer:

My Name or Name of Family Member	Name of Corporation

**Disclosure of Partnerships:**

Pursuant to subclause 142(2)(a)(iii) of *The Municipalities Act*, I hereby disclose the name of each partnership or firm of which I or someone in my family is a member:

My Name or Name of Family Member	Name of Partnership or Firm

**Note:**

1. This form must be completed within 30 days of election.
2. This form, when completed, is a public document.
3. The administrator will make amendments to this disclosure in accordance with subsequent declarations filed by the member.
4. The administrator will note the date on which this statement is amended.

# MUNICIPALITY – PUBLIC DISCLOSURE FORM

## Disclosure of Business Arrangements:

Pursuant to subclause 142(2)(a)(iv) of *The Municipalities Act*, I hereby disclose the name of any corporation, enterprise, firm, partnership, organization, association, or body that I or someone in my family directs, manages, operates or is otherwise involved in that:

- (a) transacts business with the municipality;
- (b) the council considers appropriate or necessary to disclose<sup>2</sup>; or
- (c) is prescribed:

My Name or Name of Family Member	Name of Corporation, Enterprise, Firm, Partnership, Organization, Association, or Body

## Disclosure of Property Holdings:

Pursuant to clause 142(2)(b) of *The Municipalities Act*, I hereby disclose the municipal address or legal description of any property located in the municipality or an adjoining municipality that is owned by:

- (i) me or someone in my family; or
- (ii) a corporation, incorporated or continued pursuant to *The Business Corporations Act* or the *Canada Corporations Act*, of which I or someone in my family is a director or senior officer or in which I or someone in my family has a controlling interest:

Owner(s)	Municipal Address or Legal Description	Municipality

## Disclosure of Contracts and Agreements:

Pursuant to clause 142(2)(c) of *The Municipalities Act*, I hereby disclose the general nature and any material details of any contract or agreement involving me or someone in my family that could reasonably be perceived to be affected by a decision, recommendation or action of the council and to affect my impartiality in the exercise of my office:

My Name or Name of Family Member	General Nature and Any Material Details of Any Contract or Agreement

<sup>2</sup> Described in a municipal policy or bylaw

**DECLARATION**

I, \_\_\_\_\_, of the Town of Blaine Lake, in the Province of Saskatchewan, do hereby declare that to the best of my knowledge, information and belief, the statements and allegations contained and made in this form are true and complete, and I make this declaration for the purpose of official registration, in the full knowledge that it will be available for public examination.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
*Witness*

\_\_\_\_\_  
*Signature of Declarant*

Date Received: \_\_\_\_\_



**TOWN OF BLAINE LAKE  
PUBLIC DISCLOSURE ANNUAL DECLARATION  
Form 2**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

This annual declaration is made pursuant to (subsection 116(3) of *The Cities Act*/subsection 142(3) of *The Municipalities Act*/subsection 160(3) of *The Northern Municipalities Act, 2010*).

☐

I hereby declare that no material change has occurred since my last Public Disclosure Statement was filed.

**OR**

**The following are changes to my last Public Disclosure Statement:**

	Name
	Address
	Disclosure of Employer, etc.
	Disclosure of Corporate Interests
	Disclosure of Partnerships
	Disclosure of Business Arrangements
	Disclosure of Property Holdings
	Disclosure of Contracts and Agreements

**Details of Changes:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DECLARATION**

I, \_\_\_\_\_, of the Town of Blaine Lake, in the Province of Saskatchewan, do hereby declare that to the best of my knowledge, information and belief, the statements and allegations contained and made in this form are true and complete, and I make this declaration for the purpose of official registration, in the full knowledge that it will be available for public examination.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
*Witness*

\_\_\_\_\_  
*Signature of Declarant*

Date Received: \_\_\_\_\_

**Municipality  
PUBLIC DISCLOSURE STATEMENT AMENDMENT  
Form 3**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Pursuant to (subsection 142(6) of *The Municipalities Act*), my public disclosure statement should be amended as follows:

	Name
	Address
	Disclosure of Employer, etc.
	Disclosure of Corporate Interests
	Disclosure of Partnerships
	Disclosure of Business Arrangements
	Disclosure of Property Holdings
	Disclosure of Contracts and Agreements

**Details of Changes:**

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**DECLARATION**

I, \_\_\_\_\_, of the Town of Blaine Lake, in the Province of Saskatchewan, do hereby declare that to the best of my knowledge, information and belief, the statements and allegations contained and made in this form are true and complete, and I make this declaration for the purpose of official registration, in the full knowledge that it will be available for public examination.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
*Witness*

\_\_\_\_\_  
*Signature of Declarant*

Date Received: \_\_\_\_\_

Excerpt of subsection 116(6) of *The Cities Act*/subsection 142(6) of *The Municipalities Act*/subsection 160(6) of *The Northern Municipalities Act, 2010*.

A member of council is, required to submit to the administrator a written amendment to the member's public disclosure statement:

- (a) if the member declares a conflict of interest, as soon as is practicable after the declaration;
- (b) if there is a material change to the information detailed in the disclosure statement, within 30 days after the material change;
- (c) if there is a recognition by the member or another person of an error or omission, as soon as is practicable after the error or omission is recognized.