



Declaration of Pecuniary Interest
Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50

Member Name:

Meeting Type:

Please specify which Board/Committee:

Meeting Date:

Agenda Item:

I, _____, declare a(n) _____ pecuniary interest on
the above noted matter, as it relates to _____ for the following reason(s):

Member's Signature

Date submitted:

OFFICE USE ONLY

Received by:

Date Received:

Declaration of Pecuniary Interest Guidelines

The *Municipal Conflict of Interest Act* (the Act) sets out a framework for the ethical participation in local government decision-making. It is designed to protect the public interest by prohibiting members from having any involvement in relation to a matter under consideration by Council or local board, where the member has a pecuniary interest.

A pecuniary interest in a matter is one where there is a reasonable likelihood or expectation of financial loss or gain of the Member or related persons as per the Act.

Procedures for Disclosure

If a matter comes before Council, or a Board or Committee, that a member believes they have a pecuniary interest in, there are clear procedures to follow. The member should:

1. Complete and submit the Declaration of Pecuniary Interest form and provide to the Clerk or Board/Committee Secretary before the meeting where the matter will be discussed or as soon as the conflict becomes evident.
2. Verbally declare the pecuniary interest at the commencement of the meeting. It is a best practice for the member to vacate the meeting when the matter is up for consideration and until voting on the matter is concluded. If the matter is being considered during Closed Session, the member must vacate the meeting 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 discussion or voting on any such matter.
4. Return to the meeting after the matter has been discussed and a decision has been made.

These procedures apply to all regular and special meetings.

Vote Implications

When pecuniary interest has been declared, the member making the declaration must refrain from voting. Quorum is then established with the remaining members. For example: In a five-member Council, if one member of Council declares a pecuniary interest then quorum is established with the remaining four members.