

Appendix B

Town of Amherstburg Code of Conduct - Formal Complaint Form / Affidavit

AFFIDAVIT OF: _____ (full name)

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, because:

_____ (insert
reasons i.e.: I work for..., I attended a meeting at which, etc.)

2. I have reasonable and probable grounds to believe that a Member, namely:

_____ (name of Member), has
contravened section(s) _____ (specify sections)
of the Code of Conduct Policy. The particulars of which are as follows:

(If more room is required, please use Schedule "A" to set out the statement of facts in consecutively numbered paragraphs, with each paragraph being confined as far as possible to a particular statement of fact. If you wish to include exhibits to support this complaint, please refer to the exhibits as Exhibit A, B, etc. and attach them to this affidavit.)

This affidavit is made for the purpose of requesting that this matter be reviewed by the Town of Amherstburg's Integrity Commissioner and for no other purpose.

I further agree that should the complaint be deemed frivolous or vexatious by the Integrity Commissioner, my \$125.00 deposit will be surrendered to the municipality:

SWORN (or AFFIRMED) before me at the **TOWN OF AMHERSTBURG**

in the Province of Ontario on this _____ day of _____, 20_____.

(Signature of Commissioner)

(Signature of Complainant)

Please note: Signing a false affidavit may expose you to prosecution under Sections 131 and 132 or 134 of the Criminal Code, R.S.C. 1985, c. C-46, and also to civil liability for defamation.

(If more than one page is required, please photocopy this blank page and mark each additional page as 2 of 2, 2 of 3, etc. at the top right corner of this page.)

[illegible]

This Schedule 'A' referred to in the affidavit of:

_____ (full name)

SWORN (or **AFFIRMED**) before me at the **TOWN OF AMHERSTBURG,**

in the Province of Ontario on this _____ day of _____, 20____.

(Signature of Commissioner)

(Signature of Complainant)

I hereby request the Integrity Commissioner to conduct an inquiry pursuant to the provisions of section 223.4 of the *Municipal Act, 2001* with respect to the above conduct.

Please submit the complaint and include copies of all documents and records relevant to the requested inquiry. Mail, fax, e-mail, or otherwise deliver this request, along with the required \$125.00 deposit to:

Town of Amherstburg
C/O Municipal Clerk
271 Sandwich Street South
Amherstburg, ON
N9V 2A5

Phone: 519 736 0012 ext. 2238
Fax: 519 736 5403
E-mail: clerk@amherstburg.ca

Name

Address

Telephone:

Cell Number:

Email:

Signature:

Date: