

Town of Naicam Policy Manual

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| <i>POLICY TITLE:</i> PUBLIC DISCLOSURE POLICY | <i>POLICY NUMBER:</i> 12/2016 | <i>EFFECTIVE DATE:</i> February 15, 2016 |
| <i>ORIGIN:</i> Administration | <i>ADOPTED BY COUNCIL ON:</i> February 15, 2016 | <i>AMENDED DATE:</i> |

Purpose:

To follow Provincial Regulation and recommendations.

See the attached forms to be completed by each Councillor after election and annually.

Form 1 - Public Disclosure Statement

Form 2 - Public Disclosure Annual Declaration

Form 3 - Public Disclosure Statement Amendment

**TOWN OF NAICAM
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 |
|---|--------------|-------------------------------|
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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 |
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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 |
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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; or
- (c) is prescribed:

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

I, _____, of the TOWN OF NAICAM, 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 NAICAM
PUBLIC DISCLOSURE ANNUAL DECLARATION
Form 2**

Name: _____

Address: _____

This annual declaration is made pursuant to subsection 142(3) of *The Municipalities Act*.

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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:

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|--|--|
| | 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

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Dated this ____ day of _____, 20____.

Witness

Signature of Declarant

Date Received: _____

**TOWN OF NAICAM
PUBLIC DISCLOSURE STATEMENT AMENDMENT
Form 3**

Name: _____

Address: _____

Pursuant to (subsection 116(6) of subsection 142(6) of *The Municipalities Act*, my public disclosure statement should be amended as follows:

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| | 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 NAICAM, 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: _____