



Request for an Inquiry: Council Code of Conduct

Under Section 223.4(1) of the Municipal Act, Council, a Member of Council or a member of the public may request the Integrity Commissioner to conduct an inquiry about whether a Member of Council has contravened [Markham's Council Code of Conduct](#).

Applicant's Full Legal Name*: _____

Applicant's Address*: _____

Applicant's Phone Number*: _____

Applicant's Email Address*: _____

1. Request for Inquiry

- I. A request for an inquiry shall be in writing.
- II. All requests shall be signed by an identifiable individual (which includes the signing officer of an organization).
- III. A request shall set out all reasonable and probable grounds for the allegation that the Member of Council has contravened Markham's Council Code of Conduct and shall include a supporting affidavit that sets out the evidence in support of the complaint.
- IV. Staff in the City Clerk's Office, who are Commissioners of Oaths, are authorized to swear the supporting affidavit.
- V. In a municipal election year, a Council Code of Conduct request for inquiry may not be filed 90 days before Voting Day.

*The personal information on this form is collected under the authority of section 223 of the Municipal Act, 2001. The information will be used to ensure compliance with the Council Code of Conduct, and will be shared with the City of Markham's Integrity Commissioner.

Questions about the collection can be directed to the Public Services & Records Coordinator, City of Markham, 101 Town Centre Boulevard, Markham, Ontario, L3R 9W3 or by telephone at 905-477-5530.



The Corporation of the City of Markham

Application for an Investigation Under Markham’s Council Code of Conduct

Affidavit of Applicant

I, _____ of the _____ of _____,
[Applicant’s Full Legal Name] [City, Town, etc.] [Name of municipality]

in the Province of Ontario, make oath and say [or affirm]:

I have reasonable grounds to believe that [name of Councillor] _____
a Councillor for the City of Markham, has contravened the following provision(s) of the Markham
Council Code of Conduct [list specific section(s) of the Code]

The particulars of this belief are outlined in the attached Schedule A [please outline the reasons for your
belief on the page labelled “Schedule A” and attach any supporting documents to Schedule A].

This affidavit is made for the purpose of requesting that this matter be reviewed and for no other purpose.

Sworn [or affirmed] before me at)
the [City, Town, etc.] _____)
of [Name of municipality])
_____)
in the Province of Ontario on)
[date] _____)
_____)
[Signature of Commissioner])
A Commissioner for taking affidavits, etc.)

[Applicant’s Signature]

Please see attached Schedule A.

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101 Town Centre Boulevard, Markham, Ontario, L3R 9W3 or by telephone at 905-477-5530.

Schedule "A"

[Applicant's Full Legal Name]

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Please outline the reasons for your belief. Use additional copies of this page as necessary, providing clear and specific information. If you refer to any documents please attach copies of these documents to this Schedule.