

OFFICER FINANCIAL DISCLOSURE STATEMENT POLICY

Department:	<u>Administration</u>	Policy:	<u>ADMIN 012</u>
Sub-department:	<u>Click to add sub-dept</u>	Created By:	<u>Sheena Fraser</u>
Approved By:	<u>Council</u>	Amended By:	<u>Click to enter a date</u>
Approved Date:	<u>March 6, 2012</u>	Amendment:	<u>Click to enter a date</u>
Meeting No.:	<u>1299</u>	Meeting No.:	<u>Click to enter No.</u>

POLICY PURPOSE

To designate which employees of the Village of Pemberton are required to sign a Financial Disclosure Statement each year and establish the procedure for presentation to Council.

ASSOCIATED POLICY

Not Applicable.

DEFINITIONS

Not Applicable.

POLICY

As per Section 4 of the *Financial Disclosure Act*, the following Village of Pemberton Officer positions, as appointed by bylaw or resolution of Council, are required to sign and submit to the Corporate Officer between January 1 and 15 of each year a Financial Disclosure Statement for the previous year:

Chief Administrative Officer
Corporate Officer
Financial Officer
Approving Officer

As per Section 6 of the *Financial Disclosure Act*, a copy of the disclosure statement as submitted must be presented to Council at the first In Camera meeting held after the January 15th deadline.

All Financial Disclosure Statements will be held by the Chief Administrative Officer.

NOTE:
