



Ontario Catholic School
Trustees' Association

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March 7, 2019

MEMORANDUM

TO: Chairpersons and Directors of Education
- All Catholic District School Boards

FROM: Nick Milanetti, Executive Director

SUBJECT: **Navigating the Municipal Conflict of Interest Act: A Manual for Catholic School Board Trustees**

Please find attached a Manual prepared for OCSTA by Borden Ladner Gervais on Conflict of Interest changes that came into effect on March 1, 2019. It is important that trustees publicly declare the conflict of interest before any discussion begins on the matter in conflict and that the declaration of conflict be recorded in the minutes of the meeting. In addition, trustees who declare a conflict of interest will now be required to file a written statement for public record indicating the general nature of the conflict.

Please share this information with your trustees to assist them in their roles.