

THE CITY OF EDMONTON
BYLAW 20901
COUNCIL DISCLOSURE BYLAW

Edmonton City Council enacts:

PART I - GENERAL

PURPOSE	1	The purpose of this bylaw is to require members of Council to disclose certain information to the municipality and the public.
DEFINITIONS	2	<p>(1) Unless otherwise specified, words used in this bylaw have the same meaning as defined in the <i>Municipal Government Act</i>, RSA 2000, c M-26.</p> <p>(2) In this bylaw:</p> <p>(a) “City Manager” means the City’s chief administrative officer or delegate;</p> <p>(b) “Council” means the City’s council; and</p> <p>(c) “Councillor” means a member of Council, including the chief elected official; and</p> <p>(d) “gift” means</p> <p style="padding-left: 40px;">(i) an amount of money if there is no obligation to repay it; or</p> <p style="padding-left: 40px;">(ii) a service or property, or the use of property or money that is provided without charge or at less than its commercial value</p> <p style="padding-left: 40px;">that is accepted by a Councillor, or a member of the Councillor’s family or an employee, volunteer, or contractor on behalf of a Councillor, and may reasonably be seen to have been given to influence the Councillor in the exercise of an official power, duty, or function or is received as a normal expression of courtesy or protocol.</p>
RULES FOR INTERPRETATION	3	The marginal notes and headings in this bylaw are for ease of reference only.

**PART II - ~~STATEMENT OF DISCLOSURE~~ STATEMENT OF FINANCIAL
DISCLOSURE**

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| DISCLOSURE | 4 | <p>(1) No later than 4:30 p.m. on the last business day of January each year, every Councillor must file a statement of disclosure with the City Manager that includes the names of all of the following:</p> <ul style="list-style-type: none">(a) the Councillor's family;(b) the employers of the Councillor;(c) each corporation, other than a distributing corporation, in which the Councillor is a shareholder, director, or officer;(d) each distributing corporation in which the Councillor beneficially owns voting shares carrying at least 10% of the voting rights attached to the voting shares of the corporation or of which the Councillor is a director or officer; and(e) each partnership or firm of which the Councillor is a member. <p>(2) The statement of disclosure required by subsection (1) must include all names to which subsection (1) applied for the previous calendar year.</p> <p>(3) The statement of disclosure required by subsection (1) must be in a form prescribed by the City Manager.</p> |
| PUBLICATION | 5 | <p>(1) No later than the last business day of February each year, the City Manager must publish the information disclosed by all Councillors in accordance with section 4, except the names of the Councillors' family and other personal information, on the City's website.</p> <p>(2) The City Manager may provide any of the information disclosed by Councillors in accordance with section 4, including the names of the Councillors' family and other personal information, to any employee of the City who requires the information.</p> |
| RETENTION | 6 | <p>The City Manager must retain the statements of disclosure required to be filed by section 4 in accordance with the applicable City records retention schedule approved pursuant to</p> |

the City Administration Bylaw, Bylaw 16620.

PART II.A - DISCLOSURE OF GIFTS

DISCLOSURE OF GIFTS

- 6.1 (1) No later than 4:30 p.m. on the last business day of January, April, July, and October each year, every Councillor must file a statement of disclosure with the City Manager that includes:
- (a) a list of all gifts with a fair market value of \$300 or more received in the three months prior to the month the statement of disclosure is submitted;
 - (b) a list of all gifts from a single donor with a cumulative total fair market value of \$300 or more received in the calendar year to which the statement of disclosure relates;
 - (c) the fair market value of each gift;
 - (d) a description of each gift;
 - (e) the date and/or occasion on which each gift was received; and
 - (f) the name of the person providing each gift.
- (2) Subsection (1) does not apply to:
- (a) gifts of tangible items received by a Councillor on behalf of the City and provided to the City Manager; or
 - (b) gifts authorized by an enactment.

PUBLICATION

- 6.2 No later than 30 days following the submission of statements of disclosure required by section 6.1, the City Manager must publish the information disclosed by all Councillors, except the names of the Councillors' family and other personal information, on the City's website.

RETENTION

- 6.3 The City Manager must retain the statements of disclosure required to be filed by section 6.1 in accordance with the applicable City records retention schedule approved pursuant to the City Administration Bylaw, Bylaw 16620.

PART III - TRANSITIONAL

EFFECTIVE DATE	7	This bylaw comes into force on January 1, 2025.
REPEAL	8	Bylaw 15254, Disclosure Bylaw, is repealed.