

City of Vaughan

Am I a Lobbyist?



- Are you:**
- Communicating to a meeting of Council or a Committee of Council?
 - Communicating during a public process such as a public meeting, hearing, consultation, open house or media event held or sponsored by the City or a public office holder or related to any application?
 - Requesting information?
 - Using the compliments and complaints program?
 - Communicating about the enforcement, interpretation or application of any Act or by-law?
 - Communicating about the implementation or administration of any policy, program, directive or guideline?
 - Communicating about a personal matter?
 - Communicating with respect to an application for a service, grant, planning approval, permit or other license or permission:
 - with an employee of the City or a Member of Council if the communication is restricted to providing general information on an application, including a proposed or pending application, or to inquire about the application review process;
 - with an employee of the City if the communication is part of the normal course of the approval process
 - with respect to planning and development applications, if the communication is with an employee of the City who has a role in the processing of a planning application during the formal pre-application consultation, the filing of the application and the application review process, including the preparation of development agreements;
 - Submitting a bid proposal as part of the procurement process and any communication is with designated employees of the City as permitted in the procurement policies and procurement documents of the City?
 - Responding to a public office holder in direct response to a written request from the public office holder?
 - Communicating to a Member of Council as a constituent of the Member of Council, or as an individual on behalf of a constituent of the Member of Council on a general neighbourhood or public policy issue?
 - Communicating as part of City-initiated consultative meetings and processes where you are participating as a stakeholder?
 - Communicating as a voluntary unpaid lobbyist on behalf of a not-for-profit group or organization?

Yes

You are not a lobbyist.

No

- Are you acting in your public capacity as a:**
- Member of the Senate, House of Commons of Canada, legislative assembly of a province, the council or legislative assembly of a territory, or as a person on the staff of those members?
 - Member of a First Nation council as defined in the *Indian Act* or of the council of an Indian band established by an Act of the Parliament of Canada, or a person on the staff of those members?
 - Employee or consultant retained by the Government of Canada, the government of a province or territory, a First Nation council, a federal or provincial crown corporation or other federal or provincial public agency?
 - Member of a council or other statutory body, including a local board, charged with the administration of the civil or municipal affairs of a municipality in Canada other than the City, or a person on staff of the members, or officers or employees of the municipality or local board?
 - Member of a national or sub-national foreign government, or a person on the staff of the members, or officers, employees, diplomatic agents, consular officers or official representatives in Canada of that government?
 - Official or employee of the City and other municipal bodies, including
 - Public office holders;
 - officers, directors or employees of a local board of the City and acting in their public capacity;
 - a member of an Advisory Committee, acting in their public capacity and appointed by City Council
 - A person communicating on behalf of a local school board?
 - A person communicating on behalf of a healthcare institution?

Yes

You are not a lobbyist.

No

- Are you:**
- Communicating on behalf of a client (another individual, company, partnership or organization) for payment?
 - Communicating as an employee, partner or sole proprietor on behalf of your own employer, business or organization?
 - Communicating without payment on behalf of an individual, business or other organization (except for a not-for-profit group or organization) for the benefit of the interests of the individual, business or other organization?
 - Arranging for a meeting between a public office holder and a third party?

No

You are not a lobbyist.

Yes

You are a lobbyist. You should register your lobbying activities.

Public Office Holder means a member of Council or their staff, a member of the Corporate Management Team, employees that can influence programs and services, employees who have direct contact with members of Council, employees who provide advice to Council or the operation of Council and Committees, employees who work on municipal elections in a supervising role and an accountability officer appointed under the *Municipal Act, 2001*.

For additional information, please visit www.vaughan.ca/LobbyistRegistry or email: LobbyistRegistry@vaughan.ca

NOTE: This chart is intended as a guide. Please refer to By-law 165-2017 (Lobbyist Registry) for complete details.