



Hamilton

Operations Division

Memorandum

Date: December 8, 2017

To: Dan McKinnon, General Manager of Public Works
Public Works Department

From: Betty Matthews-Malone, Director of Operations
Operations Division

Subject: Declaration of Indirect Conflict of Interest

Dan, I have previously submitted a declaration for a potential indirect conflict of interest (see attached). With the recent reorganization, merging Operations and Transportation, I am respectfully resubmitting that declaration.

Under the City's Code of Conduct, indirect interests are defined as "those interests in which the employee, by virtue of a significant social relationship or a financial relationship, may reasonably be seen to gain benefits or losses, advantages or disadvantages, even though the employee may never have a direct interest".

My husband is a Vice President of Transportation for CIMA Canada Inc. (CIMA). Due to the nature of his expertise he occasionally works directly for Traffic and Legal.

Other CIMA staff, within their Municipal group, have and are providing assistance to the Capital Rehabilitation & Technical Operations Section. Past and ongoing activities include training for sidewalk inspections, seasonal Inspectors and assistance with Railway crossing condition assessments.

With the recent creation of the new Roads & Traffic Division it is quite likely that CIMA's Transportation group, including my husband, may be working with and/or retained by the Traffic Operations Section of the new Division.

Therefore, I will continue to recuse myself from purchasing decisions involving CIMA and will continue to make the necessary arrangements with the Managers and yourself not to participate in negotiations or discussions concerning the hiring, or the potential hiring, of CIMA. This will hold true for works where CIMA may be the lead or support (sub) consultant. The applicable Manager will negotiate, generate and approve orders and/or contracts with CIMA when within their signing authority. Any request beyond their signing authority will be forwarded to your office for approval.

In summary, I will continue to take the necessary steps to remove myself from this indirect pecuniary interest.

Betty Matthews-Malone, P.Eng.
Director, Roads & Traffic Division



Hamilton

Public Works Department
*Providing services that
bring our City to life!*

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Memorandum

Date: January 14, 2015
To: Gerry Davis, CMA
General Manager
Public Works Department
From: Betty Matthews-Malone
Subject: **Conflict of Interest - CIMA+**

I am forwarding this letter to your attention declaring my indirect pecuniary interest in the consulting firm of CIMA+.

My husband is Partner/Vice President of Transportation for CIMA+.

I will make the necessary arrangements with the Managers and yourself not to participate in negotiations or discussions concerning the hiring, or the potential hiring, of this consulting firm. This will hold true for works where this firm may be lead or support (sub) consultant. The applicable Manager will negotiate, generate and approve orders and/or contracts with this firm when within their signing authority. Any requests beyond their signing authority will be forwarded to your office for approval.

In summary, I have taken the necessary steps to remove myself from the real or perceived interest of influencing the allocation of work to this firm.

Betty Matthews-Malone, P. Eng.
Director
Operations Division
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