



## Public Notice Council Vacancy

**TAKE NOTICE** that a vacancy exists on the Town of Fort Frances Council for one (1) Councillor. Council has chosen to fill this vacancy by appointment through an Open Call, as per the Town of Fort Frances Council Resolution 626, dated October 28, 2024.

### The Term

The term for this position will run from the date of appointment until the end of the current Council term on November 14, 2026.

### Candidate Eligibility

A candidate for Municipal office must be a qualified municipal elector as set out in the *Municipal Elections Act, 1996*, and meet the following requirements:

- Be a resident, owner, or tenant of land in the Town of Fort Frances, or the spouse of such an owner or tenant;
- Be a Canadian citizen;
- Be at least 18 years old;
- Not be prohibited from voting under Section 17(3) of the *Municipal Elections Act, 1996*, or otherwise disqualified by law.

### Application Process

Interested, qualified individuals may apply by submitting a **Council Vacancy Application Form** and **Declaration of Qualification Form** in person, along with valid identification and a Council vacancy Information Release Form to the Clerk or designate. Applications must be received by **2:00 PM on December 11, 2024**, at: **Town of Fort Frances – Civic Centre** 320 Portage Avenue, Fort Frances

An appointment must be scheduled with the Clerk's Office for this submission.

### Personal Statement Requirements

Candidates must submit a personal statement of qualifications for Council's consideration. This statement should:

- Be typewritten in a 12-point font on letter-size paper (8.5 x 11 inches),
- Not exceed one (1) page in length,
- Include the candidate's name and address.

### Public Interview Process

Certified registered candidates will have an opportunity to address Council in a public meeting on **December 17, 2024, at 5:30 PM**, held in the **Council Chambers (320 Portage Ave, Fort Frances)**. Each candidate will have **up to five (5) minutes** to present their personal statement. To help candidates prepare, Council will provide a list of pre-determined questions in advance. During the meeting, candidates will have **two (2) minutes** to respond to each question posed by Council.

### Contact Information

For inquiries, please contact:

**Gabrielle Lecuyer, Municipal Clerk**

Phone: 807-274-5323, Ext. 1215

Email: [glecuyer@fortfrances.ca](mailto:glecuyer@fortfrances.ca)

**Application Forms** are available at the Clerk's Office or online at [www.fortfrances.ca](http://www.fortfrances.ca).