



## Public Notice Town of Atikokan Municipal Council Vacancy

**TAKE NOTICE** that a vacancy exists on the Town of Atikokan Council for 1(one) Councillor position. Following Council Resolution #199/24, on December 19, 2024, Council has determined that this vacancy will be filled by appointment through an **Appointment by Open Call**.

The term of this position is from the date of Council appointment on or before February 17, 2025 for the remainder of the term of Council being November 14, 2026.

### Eligibility Requirements:

Applicants must meet the criteria as set out in the Municipal Elections Act, 1996. To be eligible for consideration:

- 18 years of age or older;
- A Canadian citizen;
- A resident of the Town of Atikokan, or an owner or tenant of land in the Town or the spouse of such an owner or tenant; and
- Not be disqualified under Section 17(3) of the Municipal Elections Act, 1996 or any applicable law.

### Application Process:

Interested, qualified individuals may apply by submitting a **Council Vacancy Application Form** and a **Declaration of Qualification Form** in person, along with valid identification, to the Clerk or designate. These forms are available at the Municipal Office, on our website, or by email at the address below. Applications must be received by 2:00 p.m. on Friday, January 17, 2025 during regular business hours at:

Town of Atikokan Municipal Office  
120 Marks Street, Atikokan

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

### Personal Statement Requirements:

Candidate(s) must submit a personal statement of qualification for Council's consideration. Personal statements shall be typewritten in a 12-point font on letter-size paper (8.5 x 11 inches), not exceed one (1) page in length, and will include the Candidate's name and address. Statements that do not meet these requirements shall not be included in any Council meeting agenda, or provided to Council by the Clerk.

### Council Review and Candidate Presentations:

Certified candidates will be afforded the opportunity to address Council during a public meeting. Each candidate will be allowed up to **five (5) minutes** to present their personal statement. To facilitate preparation, **Council will share a list of pre-determined questions in advance**. During the meeting, candidates will have **two (2) minutes** to respond to each questions posed by Council.

### List of Candidates:

As applications are submitted, a running list of Applications Received will be published on the Town of Atikokan's website ([www.atikokan.ca](http://www.atikokan.ca)) to keep the public informed. Please note that the applications listed will not be certified until the certification process is complete following the application deadline on January 17, 2025.

### For More Information

For any questions or further assistance, please contact

Sue Bates, Clerk  
Phone: 807-597-1234 ext. 234

Leah Stus, Deputy Clerk  
Phone: 807-597-1234 ext. 224

Email: [info@atikokan.ca](mailto:info@atikokan.ca)