



Town of East Gwillimbury

APPLICATION FOR APPOINTMENT TO COUNCIL APPOINTED COMMITTEE(S)

Please indicate the Committee or Committees that you are interested in applying for:

ADVISORY COMMITTEE(S):

- Accessibility Advisory Committee
- Business Development Committee
- Community Action Committee
- Environmental Advisory Committee
- Heritage East Gwillimbury Committee
- Physician Recruitment and Retention Advisory Committee
- Santa Claus Parade Advisory Committee
- Trails Committee
- Web Site Committee
- Youth Advisory Committee [age 13 - 19]

COMMUNITY RECREATION CENTRE COMMITTEE(S) [CRCC's]

- Brown Hill Community Recreation Centre Committee
- Mount Albert Community Recreation Centre Committee
- North Union Community Recreation Centre Committee
- River Drive Park Community Recreation Centre Committee

STATUTORY COMMITTEE(S):

- Committee of Adjustment
- The Property Standards Committee

I. PERSONAL INFORMATION (Please print) Mr. ___ Mrs. ___ Ms. ___ (Check one)

Last Name	First Name	Telephone # (Residence)
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Home Address	Telephone # (Business)
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	Telephone # (Cell)
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Postal Code	E-mail Address
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Resident of East Gwillimbury:	Yes ___	No ___
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Owner/Operator of a Business in East Gwillimbury	Yes ___	No ___
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18 years of age or older*:	Yes ___	No ___
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*Exception of Youth Advisory Committee (age 13 – 19)

II. QUALIFICATIONS

1. State briefly what you consider your experience/qualifications to be for this Committee.

2. If you have served on a Board, Committee, Utility Commission, Ratepayer Group or other organization in any Municipality, please specify.

3. Set out how your appointment to this Committee would benefit the residents of East Gwillimbury.

(Note: A personal resume or synopsis outlining any additional information may be attached)

III. CONDITIONS OF APPOINTMENT

CODE OF ETHICS

Recognizing responsibilities to the residents of East Gwillimbury, desiring to inspire public confidence and respect for government and believing that honesty, integrity, loyalty, justice, and courtesy form the basis of ethical conduct, an appointed member:

- Puts public interest above individual, group or special interest and considers the position as an opportunity to serve their community.

- Recognizes that government service is a public trust that imposes responsibility to conserve public resources, funds and materials.
- Never offers, gives nor accepts any gifts, favours, or service that might tend to influence the discharge of duties.
- Never uses his/her position to secure advantage or favour for self, family or friends.
- Never discloses confidential information gained by reason of position, nor uses such information for personal gain.
- Never makes recommendations, while a member of a Committee, on any matter that involves a business in which there is a personal direct or indirect financial interest.

DECLARATION OF INTEREST

Members of Council Appointed Committees and/or Public Library Board have a personal responsibility and a statutory duty to declare a direct or indirect pecuniary interest in any matter before the Committee in accordance with the provisions in the *Municipal Conflict of Interest Act*. If in doubt, the member should consult their personal solicitor. Members who have declared an interest on any matter may not participate in the discussion of or vote on the matter.

I hereby acknowledge and agree that, if appointed to a Committee or the Public Library Board of the Town of East Gwillimbury, I will adhere to the Code of Ethics for Committees and Boards adopted by Town of East Gwillimbury Municipal Council as set out above and will subscribe to the Declaration of Interest.

Personal information on this form is collected under the authority of the *Municipal Freedom of Information and Protection of Privacy Act R.S.O., 1990* and will be used to determine eligibility for appointment. Questions about this collection of personal information should be directed to the Deputy Clerk, Corporate Services, Town of East Gwillimbury, 19000 Leslie Street, Sharon, Ontario L0G 1V0, Telephone No. (905) 478-4282, Facsimile No. (905) 478-2808.

Signature

Date

Please return this document to:

Deputy Clerk
Corporate Services Department
Town of East Gwillimbury
19000 Leslie Street
Sharon, Ontario L0G 1V0

Telephone No. (905) 478-4282 Facsimile No. (905) 478-2808

Website: www.eastgwillimbury.ca

E-mail: town@eastgwillimbury.ca



Town of East Gwillimbury

COUNCIL APPOINTMENTS TO ADVISORY COMMITTEES AND LIBRARY BOARD GENERAL INFORMATION

This document has been prepared for the information of persons interested in submitting applications for resident positions on various Town of East Gwillimbury Committees and the East Gwillimbury Public Library Board.

Advertisements are placed on the Town's web site and in the Town Page of the Era-Banner circulated within the Town of East Gwillimbury informing residents that applications will be received from persons who would like to have their name considered for appointment to the various Council Appointed Committees and/or the East Gwillimbury Public Library Board. The advertising notice also sets out the deadline for receipt of applications.

Applications received are placed before Council for consideration and, once Council has made its selection, interviews will be held with the applicants. Appointments to the Advisory Committees and the East Gwillimbury Public Library Board are made through the enactment of an appointing by-law, and the successful applicant(s), as well as those who are unsuccessful, are advised accordingly.

Recruitment for appointments to Town of East Gwillimbury Advisory Committees and the East Gwillimbury Library Board will take place as follows:

1. An advertisement notice shall be placed on the Town Page of the Era Banner newspaper and on the Town of East Gwillimbury website, unless otherwise directed by Council.
2. All candidates shall submit to the Deputy Clerk, Corporate Services, a completed and signed application, together with any additional relevant data or resume.
3. Completed applications will be reviewed by Members of Council and/or their appointed designate and a list of candidates shall be selected for interviews, following which, appointments will be made by the enactment of an appointing by-law.
4. Committee members shall be appointed by by-law, early in a new Council term to serve for a two-year term or until their successors are appointed.
5. A candidate must be a resident or business owner/operator in the Town of East Gwillimbury, unless it is deemed by Council that there is a need to maintain continuity within a Committee and requires the continued appointment of a member who has moved from the Town. Candidates must be a least eighteen years of age [excluding the Youth Advisory Committee whose members are 13 – 19 years of age].

Applications or further information may be obtained from the Town's website: www.eastgwillimbury.ca; or by contacting the Corporate Services Department, (905) 478-4282, during regular business hours, Monday to Friday.



Town of
East Gwillimbury

**COUNCIL APPOINTED ADVISORY COMMITTEE(S) / LIBRARY BOARD
RELEASE OF PERSONAL INFORMATION GUIDELINES**

1. The personal information of members of the public appointed to the Town of East Gwillimbury Advisory Committees and the East Gwillimbury Public Library Board is considered confidential and will not be released to the general public without the member's consent. The name and telephone number of any inquiring party should be forwarded to the Chair of the Committee to obtain consent or refusal of the member. Names and terms of office are public information and can be released.
2. The Executive Assistant to the Mayor and Members of Council will maintain a confidential database, including names, addresses, telephone numbers and e-mail addresses of members of all committees.
3. The Chair, Staff Liaison, Council Liaison and Secretary will be provided with a membership list containing names, addresses, telephone numbers and e-mail addresses pertinent to their committee. This information is to be kept confidential.