



Mississippi
Mills

Municipality of Mississippi Mills

Committee/Board Application Form

Current membership is for the term of appointment only. Council reserves the right to review and select subsequent appointments.

Qualifications

To be eligible to serve on a committee/board, you must be:

- 18 years of age or older.
- Reside in the municipality as an owner/ tenant of land or a business for the duration of your term.
- Not be an employee of the Municipality.

Nomination Process

All applications will be forwarded to Council for review. Applicants approved by Council will be contacted directly by municipal staff.

Criminal Reference Check

If selected for a committee/board, a criminal reference check is required before appointment.

1. Applicant Information

1.1 Full Name: _____

1.2 Address: _____

1.3 Phone: _____

1.4 Email: _____

1.5 Current Occupation/Role (optional): _____

1.6 Are you a resident in the Municipality of Mississippi Mills? ☐ Yes ☐ No

The Municipality of Mississippi Mills collects the personal information you provide under the authority of the Municipal Act s.11(1), as applicable. We will use the personal information collected herein only for the committee or board appointment process and will protect it in accordance with the requirements stipulated in the MFIPPA. If you have any questions about the collection or use of your personal information, please contact the Clerk's Department at (613) 256-2064.

2. Municipal Committee or Board Preference

Select the committee or board for which you are applying:

- ☐ Accessibility Advisory Committee
- ☐ Heritage Advisory Committee
- ☐ Mississippi Mills Public Library Board
- ☐ Property Standards and Committee of Adjustment Advisory Committee

Are you applying for reappointment?

- ☐ Yes ☐ No

3. Availability and Participation

General availability: ☐ Weekday daytime ☐ Weekday evening ☐ Weekend

Preferred meeting format: ☐ In person ☐ Virtual ☐ Either

Can you regularly prepare for and attend scheduled meetings? ☐ Yes ☐ No

Accommodation or accessibility requirements (optional):

4. Interest and Qualifications

Why are you interested in becoming a member of this committee/board?

Have you previously served on a municipal committee/board? If so please describe:

Describe the skills, knowledge, lived experience, education, or community involvement you would bring.

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List any relevant memberships, certifications, awards, or previous board/committee experience.

I am a person with disabilities: (please provide details)

I am familiar with issues affecting people with disabilities: (please provide details)

5. References

Reference 1

Name: _____
Relationship: _____
Phone: _____
Email: _____

Reference 2

Name: _____
Relationship: _____
Phone: _____
Email: _____

6. Declarations and Consent

By signing below, I confirm that the information in this application is accurate and complete. I understand that an appointment by the Municipality of Mississippi Mills may be subject to applicable eligibility requirements, conflict-of-interest rules, codes of conduct, confidentiality obligations, and any screening required for the committee or board. I consent to the Municipality of Mississippi Mills contacting the references listed above and using the information provided to assess my application.

☐ I have disclosed any actual, potential, or perceived conflicts of interest below.

Conflict-of-interest details, if applicable:

☐ I acknowledge the Committee/Board Code of Conduct

[Code of Conduct for Members of Council/ Committees and Local Boards](#)

☐ I hereby certify that the information I have provided in this application is true to the best of my knowledge.

Signature: _____

Date: _____

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