

APPOINTMENT TO BOARDS, COMMITTEES AND COMMISSIONS

FACT SHEET

1. Applicants must be qualified municipal electors (at least 18 years of age, owner or tenant of property in the City of Windsor and a Canadian citizen)
NOTE: Exceptions will be made for the Mayor's Youth Advisory Committee.
2. Applicants must reside in the City of Windsor (except those individuals representing a specific group or organization on a Committee)
3. Municipal employees are not eligible for appointment to Boards and Committees and will serve as resource only.
4. Appointments will be for a two (2) year period, with an option by Council to renew for a further two (2) year period.
5. The Windsor and District Labour Council and the Windsor and District Chamber of Commerce have specific representation on some Committees. Applicants who are affiliated with these organizations should seek the endorsement or nomination of these organizations for these specific Committees.
6. Individuals appointed to a Committee, Board or Commission will be required to adhere to the provisions of the *Municipal Conflict of Interest Act*. This Act can be found on the Province of Ontario's e-laws website at www.e-laws.gov.on.ca.
7. Incumbents (individuals who are currently serving on a Board or Committee) will be required to complete an Application Form. Applications will not automatically be mailed out to current members.
8. Time commitments vary with each individual Committee or Board but generally Committee meetings are held once a month at a specified time. (See Ad for meeting dates and times)
9. Generally Committee members are volunteers. See Ad for list of Committees that provide remuneration.
10. One application must be completed for each Committee.
11. If a vacancy occurs during the two year period, candidates may be selected to fill the vacancy from the list of applicants on file in the City Clerk's Office.