

December 10, 2025

Public Notice Township of Manitouwadge Municipal Council Vacancy

TAKE NOTICE that a vacancy exists on the Township of Manitouwadge Council for one (1) Councillor Position. Council has determined that it wishes to fill this vacancy by appointment through a **Call for Applications for Appointment** in accordance with the Township of Manitouwadge Council Vacancy Policy.

The term of this position is from the date of Council appointment, January 13, 2026, for the balance of the term of Council being November 14, 2026.

A candidate for municipal office must be a qualified municipal elector as set out in the Municipal Elections Act, 1996. Qualified electors must be:

- 18 years of age or older;
- a Canadian citizen;
- a resident of the Township of Manitouwadge, or an owner or tenant of land in the Township or the spouse of such an owner or tenant; and
- not prohibited from voting under any other Act or disqualified from holding municipal office.

Qualified Persons interested in being appointed must complete a Council Vacancy Application Form and a Declaration of Qualification through with the Clerk's Office. **Applications will be accepted by the Clerk's Office during the hours below, until January 7, 2026, at 2:00 p.m., at the Municipal Office, 1 Mississauga Drive.**

Please Note: The Clerk's Office will be closed December 19, 2025 – January 4, 2026, returning January 5, 2026.

By Appointment	Drop In Hours
Monday – Thursday: 9:00 a.m. – 12:00 p.m. Friday: 9:00 a.m. – 10:00 a.m.	Monday – Thursday: 1:00 p.m. – 4:00 p.m. Friday: 10:00 a.m. – 12:30 p.m.

Candidate(s) may also submit, to the Clerk, a personal statement of qualification for consideration of Council. Personal statements shall not exceed two (2) pages 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.

Certified registered candidates will be afforded the opportunity to address Council for a period of not more than five (5) minutes and will be asked questions by Council in an open Public Meeting to be held on January 13, 2026, at 5:00 p.m. in Council Chambers at Town Hall.

For further information or to complete a Council Vacancy Application Form and a Declaration of Qualification, please contact:

Joleen Keough
CAO/Clerk
Township of Manitouwadge
1 Mississauga Drive, Manitouwadge, ON
T: (807) 826-3227 ext: 223
E: clerk@manitouwadge.ca

Filling of Council Vacancy Schedule

- December 9, 2025 - Declaration of vacancy and method of appointment selected.
- December 10, 2025 - Advertising of application process commences and applications may begin to be filed with the Clerk..
- January 7, 2026 - Application deadline at 2:00 p.m.
- January 8, 2026 -Deadline to withdraw application at 10:00 a.m.
- January 8, 2026 - Clerk certifies qualified Candidates.
- January 8, 2026 - Special Council meeting agenda is posted.
- January 13, 2026 - Candidate meeting and selection. Successful Candidate sworn in to office.