



Return completed forms to:
 Legislative Services Department
 411 Greenfield Street
 Petrolia, ON N0N 1R0
mpearson@petrolia.ca

TOWN OF PETROLIA COMMITTEE APPOINTMENT APPLICATION FORM

Term: December 2024 – December 2026

APPLICANT DETAILS			
NAME (First):		NAME (Last):	
ADDRESS (street, city, postal code):			
EMAIL ADDRESS:		PHONE NUMBER:	

COMMITTEE INFORMATION (please select all committees of interest)			
ADVISORY COMMITTEE(S) OF COUNCIL: <i>Attend regular meetings, help make decisions and provide recommendations to Council, attend and participate in committee events and activities.</i>		SPECIAL APPOINTMENT OF COUNCIL: <i>Represents the Town of Petrolia at a community committee. Attend regular meetings, help make decisions and provide information back to Council on a quarterly basis in relation to the appointed committee happenings.</i>	
Parks & Recreation Advisory (12 meetings per year)	<input type="checkbox"/>	Lambton County Historical Society	<input type="checkbox"/>
Petrolia Heritage Advisory (8 meetings per year)	<input type="checkbox"/>	Lambton Trails	<input type="checkbox"/>
Community Health & Wellness Advisory (2 meetings per year)	<input type="checkbox"/>	Lambton County Senior Advisory	<input type="checkbox"/>
Youth Advisory (4 meetings per year)	<input type="checkbox"/>	QUASI-JUDICIAL: <i>Hear applications and make decisions on property items related to consent to sever and minor variance.</i>	
Emergency Management Advisory (4 meetings per year)	<input type="checkbox"/>	Committee of Adjustment & Property Standards (up to 12 meetings per year)	<input type="checkbox"/>

REQUIREMENTS			
Between 14-18 years of age (youth member)	<input type="checkbox"/> Yes <input type="checkbox"/> No	Canadian Citizen	<input type="checkbox"/> Yes <input type="checkbox"/> No
18 years of age or older	<input type="checkbox"/> Yes <input type="checkbox"/> No	Reside in the Town of Petrolia	<input type="checkbox"/> Yes <input type="checkbox"/> No
Eligible elector in the Town of Petrolia	<input type="checkbox"/> Yes <input type="checkbox"/> No	If no: _____ (specify home municipality)	

Not able to commit as a committee member but would still like to assist with a committee? Would you like to volunteer as a "worker bee"? The following sub-groups could use your help! <i>Do not need to attend committee meetings, assist when called upon to help set up for events, usher, plant flowers, etc.</i>			
Parks & Recreation	<input type="checkbox"/>	Youth Advisory	<input type="checkbox"/>
Petrolia's Blooming	<input type="checkbox"/>	Victoria Playhouse Petrolia	<input type="checkbox"/>

Personal information on this form is collected under the authority of section 28(2) of the *Municipal Freedom of Information and Protection of Privacy Act Ch. M. 56 R.S.O. 1990* and will be used for the purposes of making appointments to Committees. Any questions about the collection of this information may be addressed to the Legislative Services Department. The Town of Petrolia is committed to inclusive, barrier-free processes and work environments. We will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA).

QUESTIONNAIRE

(please add separate pages if more space is required in any area)

Occupation (or former occupation):			
Please describe your relevant education and occupational background:			
Please explain why you are interested in joining the committee(s) you have selected:			
Please describe what strengths you feel you will bring as part of a committee:			
Have you previously served on a Town of Petrolia Committee?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, which one(s) and for how long:	
Have you previously served on any other community board or committees?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please provide name(s):	
Availability for meetings:	Daytime: <input type="checkbox"/> Yes <input type="checkbox"/> Yes (if online or hybrid) <input type="checkbox"/> Not Available Evenings: <input type="checkbox"/> Yes <input type="checkbox"/> Yes (if online or hybrid) <input type="checkbox"/> Not Available		

COMMITTEE OF ADJUSTMENT & PROPERTY STANDARDS APPLICANTS ONLY

KNOWLEDGE OR EXPERIENCE WITH/IN	EXTENSIVE	MODERATE	NONE
The Ontario Planning Act	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Strategic planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal understanding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Complexities of building matters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Land development and community growth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Municipal planning & development (zoning and official plan)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Municipal Heritage & Ontario Heritage Act	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Neighbourhoods and land use of Petrolia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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DECLARATION AND RELEASE

RELEASE OF CONTACT INFORMATION:

I hereby consent to the release of my contact information, including my name, phone number, and email address to the public as committee contact information.

I DO NOT consent to the release of my contact information to the public as committee contact information. I do understand that my contact information WILL BE available to the Town of Petrolia, its employees, and other members of the committee. I also understand that my "name" will appear on the Town of Petrolia website as a committee member.

DECLARATION OF UNDERSTANDING:

- The provision of any false or misleading information on this application will be sufficient reason for the Town of Petrolia to reject the application or terminate an appointment.
- The Town of Petrolia accident policy does not provide coverage for volunteers over 80. By signing this application form applicants are acknowledging their understanding and acceptance of the age restrictions (80+) related to the Town of Petrolia's accident insurance coverage.
- I am at least 18 years of age, have read and understand the application form, and am competent to provide the required information.
- If I am under 18 years of age, I understand that I will be required to provide parent/legal guarding consent at the end of this application form.

Applicant Signature

Date

PARENT/LEGAL GUARDIAN CONSENT

- I understand what commitment is required for my child/ward to participate as a member of a committee of council or volunteer. I provide parent/legal guardian consent for their participation.

PARENT/LEGAL GUARDIAN NAME (First):		PARENT/LEGAL GUARDIAN NAME (Last):	
EMAIL ADDRESS:		PHONE NUMBER:	
PARENT/LEGAL GUARDIAN SIGNATURE:		DATE:	

INFORMATION

Please return completed application to:
Mandi Pearson, Director of Legislative Services | Deputy Operations | Clerk
411 Greenfield St. Petrolia, ON N0N 1R0 or mpearson@petrolia.ca
by **4:30 p.m. Wednesday, October 16, 2024**

- Calls for applications are conducted in 2024 & 2026, although applications may be considered at other times based on vacancy. Applications will be kept on file for 23 months.
- Please note, if you are chosen to be a member of an Advisory Board/Committee, a Police Check will be required at no cost.
- Please be aware that the appointment process is not complete until a resolution is passed at an official meeting of Council. You will be notified by letter about the outcome of your application. All successful applicants will be required to attend training in November, all appointments start in December.