Complaint Intake Form

Municipal Closed Meeting Investigation

IN ACCORDANCE WITH
Section 239 of the Municipal Act 2001 (as amended)

Please forward completed form in a sealed envelope marked "private and confidential" to:

The Corporation of the Municipality of Shuniah,
420 Leslie Avenue, Thunder Bay Ontario P7A 1X8

Attn: Municipal Clerk

Complainant's Name		
Address		
Telephone	**Home**	
	Work	
E-mail		

PLEASE NOTE: *PERSONAL INFORMATION IS COLLECTED UNDER THE AUTHORITY OF SECTION 239 OF THE MUNICIPAL ACT, 2001 (AS AMENDED) AND WILL BE USED BY THE MUNICIPAL INVESTIGATOR TO CARRY OUT AN INVESTIGATION UNDER THE ACT.*

Name of Municipality	The Corporation of the Municipality of Shuniah
Date of Closed Meeting	
Municipal Contact Name	Wendy Hamlin, Municipal Clerk
Telephone	807-683-4545

Background	**Please provide as much information as is required to explain the nature and background of the particular occurrence, (i.e. Reason provided for closed meeting session; Reason for complaint; Municipal Contact; Municipal Explanation).**

ACTION	Note any activities you have taken to try to resolve the matter.

SUMMARY/ADDITIONAL COMMENTS	

_____ Date of Signature

_____ Signature of Complainant