

TOWNSHIP OF MACDONALD, MEREDITH & ABERDEEN ADDITIONAL

MAY 2022

JOB OPPORTUNITY – TREASURER/DEPUTY CLERK

The Treasurer/Deputy Clerk is accountable for the administration of all statutory duties of the Treasurer as defined in the Municipal Act and any other acts and is accountable for the administration of all financial services of the municipality. The Treasurer/Deputy Clerk is also responsible to perform all of the statutory duties of the Clerk as defined in the Municipal Act in the absence of the Clerk Administrator or when delegated by the Clerk.

Minimum Qualifications

- Post-secondary diploma or degree in Commerce, Accounting, Business Administration or related discipline
- Minimum four years Accounting experience required
- Designation (CA, CMA, CGA) is preferred
- AMCTO certification is preferred
- Experience working with Council or Board
- Ability to work independently, collaboratively as a member of a management team
- Excellent leadership skills and critical thinking skills
- Excellent organizational, time management, communication and interpersonal skills
- Ability to exercise sound judgement
- Knowledge, understanding and ability to interpret relevant legislation and regulations
- Proficient in utilizing various software programs including accounting and advance knowledge of Microsoft Office Suite (Word, Excel, Outlook, Power Point) and ASYST (integrated system)

A detailed job description is available at echobay.ca or by calling 705-248-2441. Remuneration: Benefits, OMERS, Pension, Salary will commensurate with experience and skills.

Qualified candidates can submit resumes and cover letter by e-mail to twpmacd@onlink.net

Fax 705-248-3091, drop off or mail to 208 Church St. P.O. Box 10 Echo Bay, ON P0S 1C0 marked "Treasurer/Deputy Clerk" by: Friday May 20, 2022 @ 4:30 p.m.

We thank all candidates for their interest however, only those candidates selected for an interview will be contacted. Personal information is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act.

ANNUAL HYDRANT & VALVE EXERCISING

Ontario Clean Water Agency will be doing their annual hydrant and valve exercising on May 10, 11 and 12, 2022. Residents may experience short periods of lower than normal water pressure and some discolored water. This annual maintenance is necessary to keep our system functioning to its full capacity.

SAULT STE MARIE HOUSEHOLD HAZARDOUS WASTE DEPOT

The Household Hazardous Waste Depot is now open for the season. It will be open from April 19-October 22, 2022 on Tuesday-Saturday from 8:30 a.m.-4:30 p.m. They are located at 402 Fifth Line East in Sault Ste. Marie (City Landfill). This service is free of charge for our residents and there is no gate fee required (just need to provide your postal code). View the list of Acceptable vs Unacceptable Waste at: <https://saultstemarie.ca/City-Hall/City-Departments/Public-Works-Engineering-Services/Public-Works/Waste-Management/Household-Hazardous-Waste-Depot/Acceptable-vs-Unacceptable-Waste.aspx>

Note: No containers over 5 gallons will be accepted and any cans that contain gas/oil will not be returned.

ELECTION 2022-NOMINATION PERIOD

Have you thought about running for Council? Nominations for Municipal Council are open from May 2 (8:30 a.m.-4:30 p.m. Monday-Friday) until August 19th (Nomination Day from 9-00a.m.-2:00 p.m.). Available positions are **Mayor (1), Councillor (4) and English Public School Board Trustee (1)**. Nomination Fee is \$200.00 for Mayor and \$100.00 for Council or School Board Trustee. Cash, Certified Cheque, Money Order or Debit is accepted. Filing is to be in person and you must provide identification showing name, qualifying address, signature and picture. To be eligible to file Nomination Papers you must ***reside in the Township of Macdonald, Meredith & Aberdeen Additional or the owner or tenant of land or the spouse of an owner or tenant, *be a Canadian citizen *be at least 18 years old *not prohibited from voting (serving a sentence of imprisonment in a penal or correctional institution-being a corporation-being an executor or trustee-being a person convicted of corrupt practice described in the Municipal Elections Act-or a former candidate who failed to file financial statements).**

Before incurring any expense or collecting any money, candidates must file a nomination form along with the filing fee with the Clerk or designate. Anyone wishing to file a nomination is encouraged to do so by making an appointment by calling 705-248-2441 or email twpmacd@onlink.net.

ELECTION DAY IS MONDAY OCTOBER 24, 2022