



Request Form

Municipal Closed Meeting Investigation

In accordance with Section 239 of the Municipal Act 2001, as amended.

If mailing, please mark envelope: **'Personal and Confidential'** - Complaint under Section 239 of the Municipal Act and send completed form to:

Township of Southgate

Attn: Clerk

185667 Grey Road 9

Dundalk ON

N 0 C 1 B 0

Requestor's name:

Address:

City:

Postal Code:

Home Phone:

Cell Phone:

Email:

Date of Closed Meeting:

Background:

This should provide as much information as required to explain the nature and background of the particular occurrence. (i.e. timing, municipal contact, municipal explanation)

Action:

Have you approached Southgate Township staff to solve this manner? Yes No

If yes, who?

Date of contact:

Other/Comments:

Signature:

Date:

If you have any questions, please contact the Clerks Department at 519-923-2110 x230.

Personal information contained on this form is collected under section 239.1 of the Municipal Act, 2001, S.O. 2001, c.25 (as amended) and will be used for the purpose to carry out an investigation under the Act. Questions about this collection should be directed to the Township of Southgate Clerk's Office, 185667 Grey Road 9, Dundalk, ON N0C 1B0, or 519-923-2110, ext 230.