



The Corporation of the Township of Georgian Bay

99 Lone Pine Road, Port Severn,
ON L0K 1S0
Phone (705) 538-2337 Ext. 251
Fax (705) 538-1850

E-mail • amps@gbtownship.ca
Web • www.gbtownship.ca

Complaint Submission Form

Administrative Monetary Penalty System

Your feedback is important to us. Only you can tell us if our services meet your needs and what we can do to improve.

Please note that anonymous complaints will not be accepted and you may withdraw your complaint at anytime.

Instructions

Step 1: Fill out this form as completely as possible within 30 days of the date of the event for which the complaint is being made.

Step 2: Send the signed and completed Form (including any attachments) to the attention of Chief Administrative Officer by email or mail.

Email → amps@gbtownship.ca

In-Person → Township of Georgian Bay Administration Building,
99 Lone Pine Road Port Severn, Ontario, L0K 1S0.

Mail to: → Township of Georgian Bay
99 Lone Pine Road
Port Severn, Ontario
L0K 1S0.

Contact Information (*Required field)

| | | | |
|----------------|-------------|-------------|-------------------|
| First Name * | | Last Name * | |
| Street Number | Street Name | | Suite/Unit Number |
| City | | Postal Code | Province |
| Phone Number * | | Email * | |

Are you submitting your complaint on behalf of someone else?

YES

NO



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Complaint Details

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| Details | |
| Service area or location: | |
| Staff person(s) involved, if known: | |
| List of attachments (include any relevant documents): | |
| How would you like to see your complaint resolved? | |
| Signature | Date (yyyy-mm-dd) |
| While investigating your complaint, in accordance with the Municipal Act, 2001, the Township of Georgian Bay will only disclose your personal information to staff who require the information to perform the investigation. Your personal information will not be shared with anyone else unless you provide written consent for such sharing or where the Town is compelled to do so by law. Questions about this collection should be directed to the Clerk Department, Township of Georgian Bay, 99 Lone Pine Road, Port Severn Ontario, L0K 1S0, Telephone 705-538-2337 | |