

Administration & Finance Division
Planning & Development Division
Phone: 807-274-5323
Fax: 807-274-8479

Mailing Address for All Divisions:
Civic Centre
320 Portage Avenue
Fort Frances, ON
P9A 3P9



Operations & Facilities Division
Phone: 807-274-9893
Fax: 807-274-7360

Community Services Division
Phone 807-274-4561
Fax: 807-274-3799

email: town@fortfrances.com
www.fort-frances.com

August 12, 2020

Mr. Doug Brown, CAO
Town of Fort Frances

Dear ~~Mr. Brown~~: *Doug*

I wish to confirm my intention over the past year that I will be retiring from my position as Deputy Clerk with the Town of Fort Frances effective December 31, 2020.

I have many fond memories over the past 21 years in my tenure at the Town of Fort Frances, including my role as Deputy Clerk and various other duties. I wish Mayor Caul and Council as well as yourself, Lisa and Town administration the very best going forward.

I am happy to assist with any short-term coverage for the Clerk and incoming Deputy Clerk as well as Human Resources Manager, should the need arise.

I now look forward to devoting time to my family, friends and outside interests.

Sincerely,

Kathryn
Kathryn M. Lawson, Deputy Clerk
/kl

c.c. Jordan Forbes, HR Manager
Elizabeth Slomke, Clerk