



## Council Memorandum

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Date: February 5, 2019

To: City of Kawartha Lakes Council

From: Mayor Andy Letham

Re: Alternate Appointments to Committees of Council

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### Recommendation

**That** the memo from Mayor Letham dated February 5, 2019 regarding **Alternate Appointments to Committees of Council**, be received;

**That** Mayor Letham be appointed as an alternate to the Victoria Manor Committee of Management effective immediately to the end of this term of Council;

**That** the Victoria Manor Committee of Management Terms of Reference be updated to include the appointment of one alternate Council Member; and

**That** Deputy Mayor Elmslie and Councillor Dunn be appointed as alternates to the Planning Advisory Committee.

### Rationale

The Terms of Reference for the Victoria Manor Committee of Management specify that 3 members of Council make up the Committee of Management. Due to the small size, it is recommended that an alternate be appointed to ensure quorum at meetings.

The Terms of Reference for the Planning Advisory Committee require 7 members, with the Mayor, three members of Council, and three members of the public. The terms of reference also call for 2 alternates to be appointed to ensure quorum can be met at all meetings. It is recommended that alternates be appointed to ensure compliance with the terms of reference, as this has yet to be done.