

<b>Policy No:</b>	<b>CL – 006</b>
<b>Department:</b>	<b>COUNCIL</b>
<b>Subject:</b>	<b>PROPOSED PROTOCOL FOR RESPONDING TO CORRESPONDENCE ADDRESSED TO “MAYOR AND MEMBERS OF COUNCIL”</b>

- 1) That clause 1 contained in the following report, dated June 15, 2004, be approved;
- 2) That regionally related enquiries be responded to by the appropriate Local and Regional Councillor and/or the Mayor, who sits on the appropriate Region of York committee, i.e. Transit, Solid Waste Management; and
- \*3) That a further report reviewing the process relating to correspondence addressed to the Mayor and Members of Council, be brought forward to a Committee of the Whole (Working Session) in the Fall.

#### Recommendation

1. That municipally related enquiries be responded to by the appropriate Ward Councillor, and
2. That regionally related enquiries be responded to by the Local and Regional Councillor who sits on the appropriate Region of York committee, i.e. Transit, Solid Waste Management.

*\* Refer to Item 8, Report No. 81, Committee of the Whole (Working Session) adopted at Council November 22, 2004 – No further action was taken.*

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Council Approval:	2004/06/28	Amended:	N/A
Report No/Item:	54/4	Report No/Item:	N/A
Cross Reference:	Policy No. 01.30		