

BRIEFING

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Item # 7.2.1

City Clerk's Office Briefing to
Combined Meeting of Council
2020 April 27

ISC: UNRESTRICTED
C2020-0443

Subdivision and Development Appeal Board – Resignation

PURPOSE OF BRIEFING

On March 20 2020, Carolyn Dahl Rees contacted Administration to advise of her resignation as a member of the Subdivision and Development Appeal Board (“the Board”) effective immediately.

SUPPORTING INFORMATION

The City Clerk's Office received confirmation from the Board that meeting quorum can be achieved in spite of the reduced membership. The position will remain vacant and will be advertised in the annual recruitment campaign to be held from mid-August to mid-September 2020.

In accordance with the Council policy on *Governance and Appointments to Boards, Commission and Committees* (CP2016-03), a letter signed by the Mayor will be sent to Carolyn Dahl Rees to thank her for her service on the Board.

NO ATTACHMENT