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**To:** Members of the Joint Services Steering Committee

**From:** Gary King, CAO, County of Peterborough  
Allan Seabrooke, CAO, City of Peterborough

**Date:** October 13, 2016

**Subject:** Schedule for Joint Services Steering Committee Meetings for 2017

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### **Recommendation**

That the Joint Services Steering Committee approve the proposed schedule of meetings for 2017 Committee meetings in accordance with Articles 2.6 and 2.7 of the Consolidated Municipal Service Management Agreement (2014 – 2018):

Thursday, February 9, 2017  
Thursday, June 8, 2017  
Thursday, September 14, 2017  
Thursday, October 26, 2017

### **2.6 Frequency of meetings**

The Joint Services Steering Committee may meet once each quarter. Additional meetings may be scheduled if issues arise which, in the opinion of the City Administrator and/or the County Administrator, need to be presented to the Committee.

### **2.7 Date of meetings**

When required, meetings will be held on the 2<sup>nd</sup> Thursday of the month.

The City and County Administrators will continue to review agenda material and evaluate the need for meetings based on sufficient material and availability of a quorum.

Submitted by:

Allan Seabrooke  
CAO

Gary King  
CAO