



City of
Peterborough

TO: Members of the Museum & Archives Advisory Committee

FROM: Nancy Wright-Laking, City Clerk

MEETING DATE: February 10, 2011

SUBJECT: Report CPCLKMAAC11-001
Committee Orientation

PURPOSE

A report to advise Committee that a presentation will be made to provide an orientation for new Committee members.

RECOMMENDATION

That Committee approve the recommendation outlined in Report CPCLKMAAC11-001, dated February 10, 2011, of the City Clerk, as follows:

That the presentation made by the Deputy City Clerk, with respect to committee orientation, be received for information.

BUDGET AND FINANCIAL IMPLICATIONS

There are no direct budget or financial implications as a result of the recommendation.

BACKGROUND

As of November 2009 the Office of the City Clerk has provided legislative support to the Museum & Archives Advisory Committee. In providing support, the Clerk's Office has endeavored to align the way that all advisory committees conduct business, to ensure corporate consistency between the advisory committees and the standing committees of Council.

On February 10, 2011 the Deputy City Clerk will provide an orientation that will include information on the agenda process, agenda delivery and meeting procedures.

Submitted by,

Nancy Wright-Laking, BA, CMO, CMMIII
City Clerk

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