



Sent by email to:

Jennifer Willoughby, Director of Legislative Services / Clerk

jwilloughby@shelburne.ca

December 2, 2022

Dear Mayor Mills and Members of Council,

Re: Dufferin Municipal Provincial Offences Act Board Appointment Request

Congratulations on the beginning of your Term of Council. On behalf of the Town of Caledon, we wish you success and look forward to our continued partnership.

As the new of Term of Council begins, the Town of Caledon is seeking appointed members to serve on the Dufferin Municipal Provincial Offences Act Board. The Dufferin Municipal Provincial Offences Act Board (POA Board) was created to conduct the business of the Dufferin Court Services area. The constitution of the POA Board includes the Board Member composition represented by each of the Municipal Partners. In accordance with the constitution, we are seeking a staff representative from your municipality to join our POA staff on the Board.

Although in previous terms, some Dufferin area municipalities have appointed a member of Council, it remains the Town's position that this appointment be a staff representative of your municipality and not a political appointment. This will ensure that the Town of Caledon does not contravene the operational standards as outlined in the MOU. A survey of the composition of all the POA Boards in the Central West Region was conducted. The results indicated that there was no political representation on any of the other Boards.

To better understand the time commitment of the POA Board, the Board meets approximately 2-4 times a year. Meetings are typically held during the week and in the morning hours. Quarterly updates are also provided to the members.

Once selected and at your earliest convenience, please provide me with the name and contact information of your appointed representative.

Please contact me if you have any questions at all. I can be reached by phone at 416-570-4703 or by email to laura.hall@caledon.ca.

Sincerely,

Laura Hall
Director of Corporate Services / Town Clerk