

MAYOR'S EXECUTIVE COMMITTEE

I. STATEMENT OF PURPOSE

- A. To ensure efficient and timely Council and workshop agendas.
- B. To research and make recommendations and decisions on matters referred to it by Council.

I. COMPOSITION OF COMMITTEE

- A. Members of Council:
 - Mayor
 - Deputy Mayor
 - One (1) Councillor on a rotating basis in accordance with the Acting Mayor Schedule

Administrative Support is provided by the Chief Commissioner.

III. DUTIES AND POWERS

- A. Investigate any matter which is of concern and interest to the County and which is referred to it by Council for decision.
- B. Report its findings and make any recommendations to Council and to the respective administration on all matters investigated.
- C. Review future agendas for Council meetings and workshops in advance of publication and distribution.
- D. Handle emergent issues which may arise between Council meetings.
- E. Review all matters relating to Disaster Services.

IV. MEETINGS

- A. The Mayor's Executive Committee meets on a weekly basis.