

INTER-OFFICE MEMORANDUM

TO: **Carlos Gameiro**
 City Clerk

FROM: **Sarah Rentz**
 Legal Services

FILE: R.1/2023(188)

DATE: June 14, 2024

RE: Amendment to Execution of Documents By-law No. 78/2015

At its meeting of June 18, 2024, the Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Property and Development, and recommended to Council that Council amend the Execution of Documents By-law No. 78/2015 in accordance with the draft by-law attached as Appendix "A" to the Administrative Report.

Please find attached the above-referenced by-law. In the event that Council concurs in the recommendation of the Executive Policy Committee, please place the within by-law before Council for consideration at their June 27, 2024 meeting.

An electronic copy of the By-law has been provided by my assistant to Jennifer Ridge and Lorraine King via email.

If you have any questions, feel free to contact me.



Sarah Rentz
Solicitor

SR/dv
Enclosure