Hi Erin,

Thank you for getting back to us. It seems like your life is quite busy enough. We wish you the best and perhaps we will see you again in the future. Aznive

Hi Loren and Aznive,

My sincere apologies for my lack of communication and attendance. Having two kids since joining ACPD has really added an unexpected amount of business/craziness to my life. Unfortunately I will have to resign. I appreciated everyone's desire for change and motivation to get things done! You're all amazing advocates for change.

Thanks and all the best,

Erin

On Wednesday, 28 September 2016, Kolar, Loren <<u>Loren.Kolar@hamilton.ca</u>> wrote:

Erin,

Our records indicate that you have not been in attendance at an ACPD meeting for some time, and you have only sent your regrets once. The committee is aware that you were on leave, and planning to return in September, but you did not attend the September meeting.

The work of the ACPD requires the participation of every member appointed to the committee and at the time of your appointment you signed an agreement that stipulates:

I will make all reasonable efforts to attend all meetings of this body to which I have been appointed and to participate in an impartial manner with the understanding that:

(a) If I am absent from three consecutive meetings without Committee

approval that I may be subject to replacement on the Committee.

Please advise me by return e-mail by **Friday, October 7, 2016 at 4:30 p.m.,** if you intend on remaining on the Committee, which would require that you **attend all upcoming meetings until the end of the term**, unless an emergency arises. In the event I do not hear from you by the deadline, the Committee will be advised that you have resigned from the Committee's membership.

## Loren Kolar

Legislative Coordinator City Clerk's Office City Hall, 71 Main St. W., 1st Floor Hamilton, ON L8P 4Y5 **T** | (905) 546-2424 ext. 2604 **E** | <u>loren.kolar@hamilton.ca</u>

## Vision:

The Legislative Division is Dedicated to Excellence in the Provision of Service to the Community, Corporation & Council with Integrity, Accuracy and Transparency.

## Mission:

The Legislative Division aims to strengthen and promote local government by facilitating the proceedings of City Council and its Committees, fulfilling the requirements of various Provincial statutes and educating the public to make it understandable and accessible.