



THE TOWN OF STRATFORD RESOLUTION

CW011-2023 Correspondence Policy

Motion Carried X
Motion Lost
Motion Withdrawn

Council Chambers
Town Hall
May 10, 2023

Committee
Moved by Councillor
Seconded by Councillor

Committee of the Whole
Ron Dowling
Jody Jackson

WHEREAS in 2003 a policy was drafted to deal with incoming and outgoing Town Correspondence;
and

WHEREAS it was determined that the current policy is outdated and should be repealed and
replaced with the attached updated Correspondence Policy.

BE IT RESOLVED that the attached updated Correspondence Policy, Policy # CW011-2023, be hereby
approved and that Policy # 2003-FA-01, be hereby repealed.

This resolution bears the recommendation of the Committee of the Whole at a meeting held on April 26, 2023.