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MEMORANDUM

TO: Michael Murphy, Chair, St. Margaret's Bay Coastal Planning Advisory Committee
FROM: Andrew Reid, Legislative Assistant, Clerk's Department
DATE: November 14, 2014
SUBJECT: **2015 Schedule**

In 2014, the St. Margaret's Bay Coastal Planning Advisory Committee's regular scheduled meetings were cancelled due to lack of agenda items 8 of 10 times. The 2013 schedule also reflected an above average number of cancellations. To better align the Committee's schedule with the workload, we are suggesting that the Committee move to a quarterly schedule. Special meetings may also be arranged in the occasion that a case comes forward needing more immediate review by the Committee.

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