

# THE CORPORATION OF THE VILLAGE OF MONTROSE

**POLICY TITLE:** COUNCIL REPRESENTATION POLICY

**Policy #0550**

## **Policy Statement:**

It is the policy of Council that the Mayor be represented by a member of Council on occasions where the Mayor is not available to represent the Village.

## **Policy Background:**

The Mayor is frequently invited to attend functions where official representation from the Village of Montrose, or the Council of Montrose, is desired.

## **Policy Objective:**

1. To assign the primary responsibility of representing the Village of Montrose or the Council on formal occasions to the Mayor.
2. In the absence of the Mayor, to delegate the responsibility of representing the Village of Montrose or the Council on formal occasions to the Acting Mayor.
3. In the absence of the Mayor and the Acting Mayor, to delegate the responsibility of representing the Village of Montrose or the Council on formal occasions to the Councillor next in line on the Acting Mayor schedule.
4. Where an event is of particular interest to a member of Council, to delegate the responsibility of representing the Village of Montrose or the Council to such member of Council in addition to, or in the place of the Mayor or the Acting Mayor.

Initially approved at meeting #2 January 22, 2002

Last reviewed and confirmed unchanged at meeting #3-25, February 3, 2025

Next scheduled to be reviewed on February 2, 2026