

**Ministry of Municipal
Affairs and Housing**

Office of the Deputy Minister

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242-2023-5

May 3, 2023

Ian McDougall
Chief Administrative Officer
Town of Newmarket
imcdougall@newmarket.ca

Dear Ian McDougall:

I am writing today to follow up on the letter from the Honourable Steve Clark, Minister of Municipal Affairs and Housing, to Mayor Taylor about an opportunity for the Town of Newmarket to participate in the upcoming audit of municipal finances.

Enclosed for your review and consideration are the Terms of Reference for this audit. As communicated in the letter provided by Minister Clark, the Terms of Reference provided should be considered final.

We appreciate that you may have questions about the Terms of Reference for this audit. If you would like to arrange a call with Caspar Hall, ADM, Local Government Division (Caspar.hall2@ontario.ca) and I, to discuss them, please do not hesitate to reach out to me at your earliest convenience.

The Town of Newmarket will need to sign and return the audit Terms of Reference no later than **May 26, 2023**, to confirm participation and enable the successful vendor to undertake the audit for your municipality.

Yours truly,

A handwritten signature in black ink, appearing to read "K. Manson-Smith".

Kate Manson-Smith
Deputy Minister

c. Caspar Hall, Assistant Deputy Minister, Ministry of Municipal Affairs and Housing

Attachment