

PURPOSE:

To identify the Usual Order of Business for Regular Meetings of Council.

ORDER OF BUSINESS

I Afternoon Session (If required - Starting at approximately 3:30 p.m.)

Delegations/Presentations (if scheduled)
Adoption of Minutes
Consent Reports
Correspondence
Adjournment

II Evening Session (Starting at 7:00 p.m.)

Delegations/Presentations (if scheduled)
Adoption of Minutes
Unfinished Business/ Verbal Updates
Bylaws
➤ Bylaws for final adoption
➤ Bylaws for third reading and final adoption
➤ Bylaws for first and second reading and referral to Public Hearing
➤ Bylaws for first, second and third readings
Reports
➤ Council Committee Reports
➤ Consent Reports
➤ Administrative Reports
Motions on Notice
Correspondence
Notice of Motions
Enquiries, Other Matters and New Business
Termination

Note: The actual Order of Business may be varied dependant upon the needs of the specific meeting as determined by the Municipal Clerk, in consultation with the Mayor and Chief Administrative Officer, or by Council resolution.