

THE CORPORATION OF THE
CITY OF WHITE ROCK
15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6



POLICY TITLE: ORDER OF PROCEEDINGS AND BUSINESS FOR COUNCIL AGENDAS

POLICY NUMBER: COUNCIL - 111

<i>Date of Council Adoption:</i> July 13, 2009	<i>Date of Last Amendment:</i> January 14, 2019
<i>Council Resolution Number:</i> 2009-382, 2013-082, 2015-214	
<i>Originating Department:</i> Corporate Administration	<i>Date last reviewed by the Governance and Legislation Committee:</i> December 10, 2018

Policy:

- (1) The agenda for all regular Council meetings may contain the following matters in the order in which they are listed below or as needed where the Mayor, Chief Administrative Officer or City Clerk deem appropriate this order may be varied to accommodate necessary situations:

- 1) Call Meeting to Order
- 2) Adoption of Agenda
- 3) Adoption of Minutes
- 4) Question and Answer Period
- 5) Delegations / Petitions
- 6) Corporate Reports and Presentations
- 7) Minutes and Committee Recommendations (Standing and Select)
- 8) Bylaws and Permits
- 9) Correspondence
- 10) Mayor and Councillor Reports
- 11) Motions and Notices of Motion
- 12) Release of Items from Closed Council Meeting(s)
- 13) Other Business
- 14) Conclusion of the Meeting

Note: In the event Council will be making a special presentation or recognizing an individual(s) or organization this opportunity will be placed on the agenda directly following the meeting being called to order.

- (2) The agenda for all Special Council meetings may contain whatever items are listed for consideration at that meeting.
- (3) Particular business at a Council meeting must be taken up in the order in which it is listed on the agenda unless otherwise amended by Council through resolution.

Rationale:

This item is established under a policy enabling Council and staff to work through the order of business for Council agendas. Previously it has been included in the Council Procedure Bylaw. Due to the nature of the policy this item does not affect the decision making process, it is an operational aspect of the meeting agenda. A Council Procedure Bylaw requires readings that would involve at least two meetings to complete. It is more efficient to have an item of this nature addressed through a policy where unusual circumstances can be addressed by staff or it can be amended by Council through a single consideration should the need arise.