

Policy: Council Committee Meeting

Date Originally Approved: August 12th 1999

Proposed amendment presented: October 10th 2002

Date presented for Councils Approval: October 24th 2002

Motion: *“That Council approve the amended “Council Committee Meeting Policy 2000 - 02, effective October 24th 2002, as recommended.”*

Proposed amendment presented for Councils approval: August 19th 2004

Motion: “That Council approve the amended “Council Committee Meeting Policy # 2000 – 02 effective August 19th 2004”.

Proposed amendment presented for Councils approval: September 25th 2014

Motion: “That Council approve the amended “Council Committee Meetings Policy # 2000 – 02 effective September 25th 2014.

This Policy is current as of: September 25th 2014

Policy Number: 2000 – 02

Policy Subject: Council Committee Meetings

Policy Objective

The purpose of this policy is to ensure that council committee meetings have a consistent date and time, permitting the public to know when Town committees are meeting.

Policy

1. The following council committees shall have regularly scheduled meetings:
 - Council
 - Committee of the Whole
2. The frequency of the regularly scheduled council committee meetings shall be as follows:
 - Committee of the Whole - the 2nd Thursday of each month
 - Council - the 4th Thursday of each month

During the months of July, August and December one combined council / committee meeting will be held on the **3rd** Thursday of the month.

3. All regularly scheduled council committee meetings shall start at 7:00 p.m. Any changes to the date or hour of a regularly scheduled committee meeting shall be given in a notice posted at the Town Office and any other location deemed necessary. Such notice shall be posted at least 48 hours before the rescheduled time of the meeting.
 4. Notification of special meetings as well as all other council appointed committees and boards shall be posted 48 hours prior to the meeting date at the Town Office and any other location deemed necessary.
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Annotation for Official Policy Book

Date of Notice to Council Members of
Intent to consider: September 11, 2014

Date of Passage of Amended Policy: September 25th 2014

I certify that this was adopted by Council as indicated above.

CAO / Clerk

Date

