

DATE OF MEETING NOVEMBER 19, 2018

AUTHORED BY SHEILA GURRIE, CITY CLERK

SUBJECT COMMITTEE OF THE WHOLE DELEGATION POLICY

OVERVIEW

Purpose of Report

To present Council with a draft Committee of the Whole Delegation Policy to provide guidelines for delegations to Committee of the Whole Meetings where applicable legislation is silent.

Recommendation

That Council adopt the Committee of the Whole Delegation Policy, 01-540-20, dated 2018-NOV-19.

BACKGROUND

Staff have prepared a draft Committee of the Whole Delegation Policy in order to provide guidance to delegations where “Council Procedure Bylaw 2018 No. 7272” is silent. Section 58.1 of “Council Procedure Bylaw 2018 No. 7272” permits Council to adopt supporting policies.

This policy is intended to provide consistency and clarity for Staff and members of the public when handling Committee of the Whole delegation requests. “Council Procedure Bylaw 2018 No. 7272” addresses the process for submitting and reviewing delegation requests. Applicable parts of “Council Procedure Bylaw 2018 No. 7272” are included in the draft Committee of the Whole Delegation Policy in order to have all of the relevant information in one place for delegations.

The draft Committee of the Whole Delegation Policy provides additional detail regarding the timeframes for Committee of the Whole delegation submissions and the procedure for the Legislative Services Department to process these requests.

OPTIONS

1. That Council adopt the Committee of the Whole Delegation Policy, 01-540-20, dated 2018-NOV-19.
 - **Policy Implication:** This policy would apply where applicable legislation is silent.
2. That Council provide alternate direction.

SUMMARY POINTS

- Staff have prepared a draft Committee of the Whole Delegation Policy to provide guidance where “Council Procedure Bylaw 2018 No. 7272” is silent.
- Relevant parts of “Council Procedure Bylaw 2018 No. 7272” have been included in the Draft policy to keep all the information in one place for delegations.
- The Draft policy provides further detail regarding timeframes and process for Committee of the Whole delegations.

ATTACHMENTS

Attachment A – Draft Committee of the Whole Delegation Policy

Submitted by:

Sheila Gurrie,
City Clerk

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