

RCRS Secondary:	GOV-02	Effective Date:	
Policy Number:	COU-213	Amendment Date/s:	
Title:	Council Seating Arrangements	Repeal Date:	
Department:	Legislative Services	Approval Date:	N/A

PURPOSE:

To establish a process for determining the seating arrangements for Council members at Council meetings.

DEFINITIONS:

N/A

SCOPE:

This policy applies to all members of Council.

POLICY:

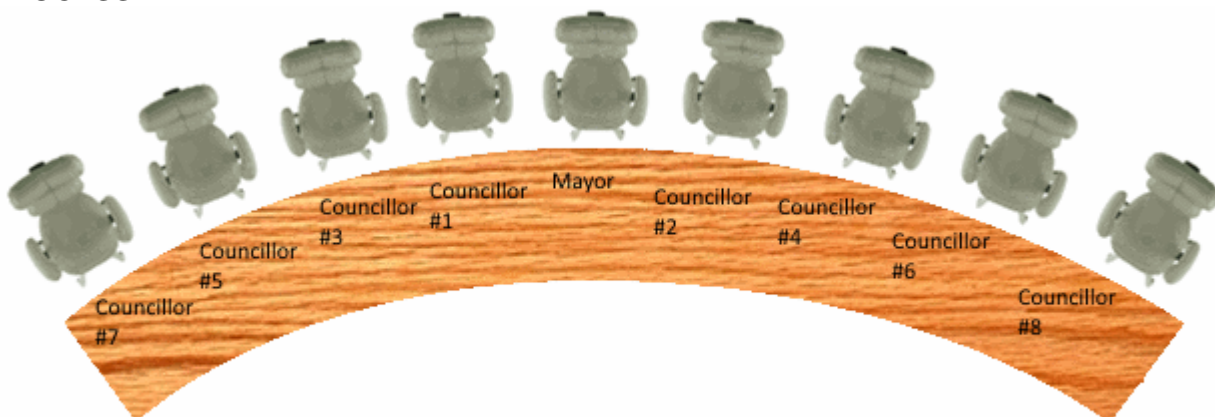
1. Elected officials seating arrangements for Council meetings will be determined as follows:

The Councillor with the longest continuous seniority will sit in the first seat immediately to the right of the Mayor; and,

The next senior Councillor will be positioned to the left of the Mayor and thereafter back-and-forth in order of service.

2. Where there are two or more Councillors with the same length of service, the order is determined by alphabetic order.
3. Any request by a Council member wishing to exchange seats with another Council member, may do so provided it is for a valid reason. The request must be submitted in writing to the Mayor and approval will be at the Mayor's discretion based on the merits of the request.

PROCESS:



RELATED DOCUMENTS:

N/A

REPEAL/AMENDS:

N/A