

**VILLAGE OF CHASE
BYLAW NO. 849 – 2018**

A BYLAW TO AMEND VILLAGE OF CHASE COUNCIL PROCEDURES BYLAW 783-2012

WHEREAS the Council of the Village of Chase has adopted Council Procedures Bylaw No. 783-2012;

AND WHEREAS The Council of the Village of Chase deems it necessary to amend Bylaw No. 783-2012;

NOW THEREFORE, the Council of the Village of Chase, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as “Council Procedures Amendment Bylaw No. 849-2018”.
2. Section 4, *Inaugural Meeting*, is hereby replaced in entirety with:

Inaugural Meeting

- a) An Inaugural Meeting of the Council shall be held on the first Tuesday of November following a general local election.
- b) If a quorum of Council members elected at the general local election has not taken office by the first Tuesday of November, the first Council meeting must be called by the Corporate Officer and held as soon as reasonably possible after a quorum has taken office.
- c) At the Inaugural meeting or the first Regular Meeting in November each year, the Mayor shall appoint a roster of all Council members to serve as Acting Mayor in the absence, illness or disability of the Mayor, rotated annually so that no councillor will serve as Acting Mayor for the same quarterly period more than once during a term.
- d) At the Inaugural meeting or the first Regular Meeting in November each year, the Mayor shall make liaison appointments of Council members to various external organizations.
- e) At the Inaugural meeting or the first Regular Meeting in November each year, any appointments to external organizations requiring a vote of Council shall be decided by a majority of Council.

3. Section 9, *Agendas*, is hereby replaced in entirety with:

Agendas

a) The Agenda for all open Council or Committee meetings, shall proceed in the following order:

Second Tuesday of the Month	Fourth Tuesday of the Month
Call to Order	Call to Order
Adoption of the Agenda	Adoption of the Agenda
Adoption of the Minutes	Adoption of the Minutes
Public Hearings	Public Hearings
Delegations	Delegations
Public Input on Current Agenda Items	Public Input on Current Agenda Items
Reports a) Mayor and Council b) Staff	Reports a) Mayor and Council
Unfinished Business	Unfinished Business
New Business	New Business
	Opportunity for Public to speak on Municipal Matters
In Camera	In Camera
Release of In Camera Items	Release of In Camera Items
Adjournment	Adjournment

- b) The Corporate Officer shall prepare an Agenda prior to every Regular Council Meeting and shall circulate a copy to each member at least four days (96 hours) prior to the meeting. Council may temporarily waive the order of business on the Agenda, by resolution of the majority of those members present at the meeting.
- c) If required, the Corporate Officer shall prepare an Extra Agenda prior to a Regular Council Meeting, to be available to the Council at the meeting. Contents of the Extra Agenda shall be at the discretion of the Mayor in consultation with the CAO.
- d) When any meeting other than a regularly scheduled meeting is called, Administration shall prepare an agenda for the specific purpose(s) for which the meeting was scheduled. The opportunity of public input on current agenda business items will be provided on these Agendas.

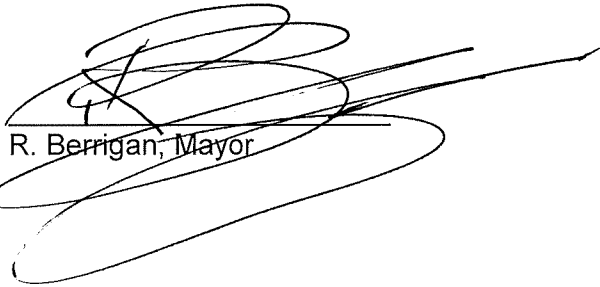
- e) The *Public Input on Current Agenda Items* proceeding refers only to items in 'UNFINISHED BUSINESS' and 'NEW BUSINESS', and is not to exceed a total of 15 minutes for all participants combined. This time limit may be extended by a Resolution of Council.
- f) The *Opportunity to Speak on all Municipal Matters* proceeding is not to exceed a total of 15 minutes for all participants combined. This time limit may be extended by a Resolution of Council.

READ A FIRST TIME THIS **26th DAY OF JUNE, 2018**

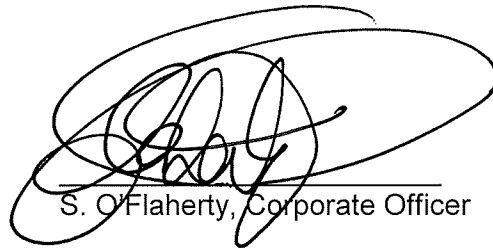
READ A SECOND TIME THIS **26th DAY OF JUNE, 2018**

READ A THIRD TIME THIS **26th DAY OF JUNE, 2018**

ADOPTED THIS **10th DAY OF JULY, 2018**



R. Berrigan, Mayor



S. O'Flaherty, Corporate Officer