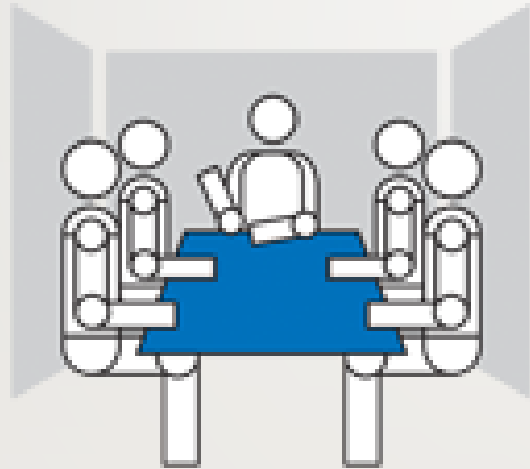


# Procedural Review Meeting Procedures



Presentation to Village of Sundridge Council  
Wednesday, May 10, 2017  
Karen Fraser, Clerk Administrator

# Why Meet?

- Legislative requirements
- To support open and accountable governance
- To fulfil roles and responsibilities
  - Council
  - Staff
- The Council meeting should be the main point of contact between staff and council

# Communication

**COUNCIL**

**MOTIONS**

**BY-LAWS**



**STAFF**

**REPORTS**

**MEMOS**

**DELEGATIONS**

**PRESENTATIONS**

# Whose Meeting is it?

- Procedure
- Decorum
- Role of Chair
- Duty of Council







# Procedural Tools

- Amending a Motion
- Recorded Vote
- Dividing the Question
- Tabling or other Deferral
- Call the Question
- **Point of Order**
- **Point of Privilege**

# Basically.....

- The Chair Presides,
- The Council discusses, debates and decides,
- The Clerk records and advises,
- The public benefits; and
- Everybody wins!

