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To: "Direct to Mayor and Council - DL"

CC: "City Manager's Correspondence Group - DL"

Date: 12/4/2018 8:23:34 AM

Subject: FW: Members' motions process

Attachments: MembersMotionsFlowChart_Dec2018.pdf

ATT00001.htm

Good Morning Mayor and Council,

At the last Standing Committee meeting, questions arose with respect to the process of referring members' motions to hear from speakers.

Past practice has been to refer the entire agenda item from the Regular Council meeting agenda to the Standing Committee meeting agenda. This practice has created confusion with respect to when a members' motion has been put before Council (i.e. moved and seconded). The attached flow chart is intended to provide clarification on the process. It is recommended that when requests to speak are received, Council move and second the motion prior to referring to the Standing Committee meeting. Please contact Katrina Leckovic, City Clerk, with further questions on this matter.

Thank you,

Sadhu

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Members' Motions Process at Regular Council Meeting



