



## AMHERST TOWN COUNCIL

RFD# 2023063

Date: April 24, 2023

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**TO:** Mayor Kogon and Members of Council

**SUBMITTED BY:** Natalie LeBlanc, Municipal Clerk

**DATE:** April 24, 2023

**SUBJECT:** Council Committees Policy #10350-32

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**ORIGIN:** Policy review, and amendments to the Proceedings of Council Policy.

**LEGISLATIVE AUTHORITY:** MGA 23(1) The council may make policies (b) regulating its own proceedings and preserving order at meetings of Council

**RECOMMENDATION:** That Council approve of the new Council Committees Policy #10350-32.

**BACKGROUND:** The Proceedings of Council Policy sets out the requirements for the conduct of meetings and the preparation of the meeting materials for Council and Committee of the Whole. In reviewing the Policy, it was noted that it does not specifically provide clarity on the conduct of meetings of committees other than Council and Committee of the Whole meetings.

**DISCUSSION:** With the number of Council Committees we have outside of Council and Committee of the Whole, staff felt it appropriate to draft a new Council Committees Policy for Council's consideration to address how other Committees will conduct business. It should be noted that it is spelled out in the draft new policy that Committees shall follow the meeting procedures set out in the Town of Amherst Proceedings of Council Policy #10350-24.

**FINANCIAL IMPLICATIONS:** There are no financial implications to amending this policy.

**COMMUNITY ENGAGEMENT:** There has been no community engagement. If Council approves this new Policy it will be available on the Town of Amherst website.

**ENVIRONMENTAL IMPLICATIONS:** There are no environmental implications.

**SOCIAL JUSTICE IMPLICATIONS:** There are no social justice implications.

**ALTERNATIVES:**

- 1- Approve the policy with amendments
- 2- Do not approve the policy





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**ATTACHMENTS:** Draft Council Committees Policy #10350-32

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Report prepared by: Natalie LeBlanc, Municipal Clerk

Report and Financial approved by:

