



REPORT TO COUNCIL 2025-030

TO: Mayor Gerrits and Members of Council
FROM: Nicole Martin, CAO/Clerk
DATE: April 2, 2025
SUBJECT: Council Review

Recommendation

Council instruct staff to arrange for a mid term council training session with a third party.

Purpose

The purpose of this report is to remind Council of the decorum and professionalism requested in the council chambers and to reiterate some sections of the procedural by-law.

Background

The Procedural By-Law 2025-01 which is a by-law to govern the proceeding of the Council. Below is a snapshot of some areas of the by-law which are provided as information and a reminder to council.

Part II – Duties and Conduct

5 Duties of the Chair

The Chair of the meeting is responsible for:

- e) enforcing the rules of order in this Procedure By-Law and decorum among the Members and the public;
- f) enforce on all occasions the observances of order of all Members in accordance with the rules of Procedure when engaged in debate;
- k) to lead on all occasions with the observance of order and decorum, in a manner that is respectful to delegations, fellow members and staff;

6. Conduct of Members

Any Code of Conduct or Ethics applicable to Members of Council adopted by Council shall apply during a meeting held pursuant to this by-law.

The Members are responsible for, where applicable:

- d) participating in a meeting and not interrupting, unless to raise a Point of Order or Point of Personal Privilege, as set out in this by-law;

Part V – Motions and Voting

39. Moved and Seconded

All motions shall be made in writing and be moved and seconded.

No member shall speak to any motion until it is first read by the Chair, and the mover is entitled to speak first thereon if the member so elects.

All motions may be supported or opposed by the mover and seconder.

40. Address the Chair

Every member speaking on any question or motion shall address the chair.

Part VI – Rules of Debate

56. Rules of Debate

When a member is speaking, no other member shall pass between that member and the Chair, or interrupt him or her, except to raise a point of order or a point of personal privilege.

All questions shall be stated succinctly and questions shall not be used as a means of making statements or assertions.

Questions may be asked through the Chair of the previous speaker, staff, a delegation or presenter.

Strategic Plan Mission: Every day we make informed decisions to serve our residents and businesses and steward our community.

Values: Accountability: we take ownership of our actions and decisions.

Respectfully Submitted,

Nicole Martin

CAO/Clerk