

SPECIAL MEETING OF THE COMMITTEE OF THE WHOLE COUNCIL

April 29, 2013

The meeting was called to order by the Chair, at 7:00 p.m., in the Jury Room, in the Administrative Centre, in Barrington, N.S., with the following members present:

- Eddie Nickerson, Chair
- Jody Crook
- Donna LeBlanc-Messenger

- Brian Holland, Municipal Clerk

Absent were members George El-Jakl and Shaun Hatfield due to illness.

PURPOSE OF MEETING

The purpose of this meeting was to review and discuss Policy No. 52, "Council Meetings and Proceedings Policy".

Members then reviewed the policy, paragraph by paragraph, discussing various points as each paragraph was read.

Three (3) outstanding questions arose during the discussion:

1. Should a member attend a meeting for approval of minutes at which the member had previously declared conflict of interest, and should the Chair sign the record book approving those minutes at which the Chair had declared a conflict.
2. Can Notice of Motion be given at a committee meeting for a motion that is to be considered at a council meeting.
3. Can the Chair of either a committee meeting or a council meeting make motions.

These questions will be further investigated with the Municipal Advisor as well as our Municipal Solicitor.

Paragraph 6(m) Notice of Motions

It is the consensus of members that notice of motions should be made at a meeting prior to the motion actually being considered. Members would then receive the notice of motion with a written copy of the motion so that they may have time to consider its implications and do any required research. Motions of any substance would be brought forward in this manner and done in writing. The only motions that would not need to be done under this process would be ones for which the member requests waiver of notice. Waiver of notice would have to be approved by vote of the meeting, and then, if approved, the motion may then be voted on at the same meeting without any further notice being given.

In paragraph 6(p), additions to the agenda are dealt with. The additions to the agenda in this paragraph will be rephrased so that additions to the agenda can only be made due to time constraints, and proper justification being made for such additions.

Paragraph 6(3) deals with individuals and delegations addressing council or committees of council. It was agreed by consensus of members that a form will be prepared for those wishing to make presentations and this form will contain the required amount of information that must be provided in order to make a presentation. This information must be provided, in advance, so that the councillors may have an opportunity to prepare. It was also agreed by consensus of members that it also be indicated on the form that it is council's policy to consider decisions on public presentations at the next meeting of Council or Committee of the Whole. In this way presenters will know that a decision will not be made on the night that a presentation to Council has been made.

Record of Proceedings

Members reviewed the suggestion put forward regarding the record of proceedings. It was the consensus of members that recordings of meetings, both audio and video, be erased after the official minutes of the meetings have been approved. This way the liabilities of the members and of the Municipality will be reduced.

Conflicts of Interest

It was also suggested that members who are declaring conflict of interest will be required to leave the room during the discussion of the matter in conflict.

ADJOURNMENT

Having completed their discussion of Policy 52, the meeting was adjourned at 9:55 p.m.

Chair

Secretary for the Meeting

On website April 30, 2013.