



TOWN POLICY

COUNCIL POLICY:

Council Members Attendance at Meetings Policy

POLICY NUMBER: C-23

RESOLUTION NUMBER: 12-63

ADOPTED: June 12, 2012

Policy Statement:

Councillors are expected to attend Council meetings as scheduled. At times, Councillors have requested to be excused from attending meetings. As such, a policy and procedure was necessary to ensure that the request to be excused from meetings for an extended period of time was documented and the Mayor and Council were notified.

The purpose of this policy is to:

Ensure that there are procedures in place for Councillors when requesting to be excused from attendance at meetings.

A Councillor who will be absent from all regular council meetings held during any period of 8 consecutive weeks must provide written notice to the Mayor and Council prior to commencement of the absence. A Councillor who is making a request to be excused from Council must provide a reason for his/her absence and then may be excused by resolution of Council as follows:

- (a) Excused for other Council business, or
- (b) Excused with reason by courtesy of Council.

See section 174 (2) & (3) of the Municipal Government Act for regulations regarding absence from Council meetings.



