

# MUNICIPALITY OF THE COUNTY OF KINGS

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## **BY-LAW # 52**

### **COMMITTEE OF THE WHOLE**

1. This By-Law shall be known as and may be cited as the "Committee of the Whole By-Law".
2. Council hereby establishes a Committee of the Whole, consisting of all of the councillors, to meet at least once a month.
3. Council or Committee of the Whole may cancel or re-schedule a meeting of the Committee of the Whole, providing the public is given at least four days' notice.
4. The Committee of the Whole will be responsible for all matters which would be of concern to the Municipal Council.
5. Meetings of the Committee of the Whole shall be open to the public, unless the Committee moves into an In-Camera session which complies with the Municipal Government Act (MGA) (Section 22(2)). The public, with permission from the majority of Council, may address the Committee, with a time limit of ten minutes. This excludes comments on matters where there are existing meeting procedures with First or Second Readings, or other matters that have a public process in place.
6. Staff reports shall be presented to the Committee of the Whole.
7. Committee of the Whole will meet for the purposes of discussion and possible recommendation to Council. No formal decisions will be made when the councillors are meeting as Committee of the Whole.
8. Committee of the Whole may, in its discretion, decide not to refer a staff recommendation to Council if the Committee feels that recommendation would not be appropriate at that time.
9. (a) The Mayor shall act as chairperson and presiding officer at the meetings of the Committee of the Whole.  
(b) In the absence of the Mayor, the Deputy Mayor shall so serve.  
(c) In the absence of both the Mayor and Deputy Mayor, the Committee of the Whole may appoint a chairperson from the members present.
10. The Clerk shall keep full time minutes of all of the discussions and recommendations of the Committee of the Whole.

History of this By-Law

Enacted      December 5, 1978

Amended     January 6, 1998  
                 August 2, 2005  
                 December 4, 2012  
                 August 2, 2016 (effective November 1, 2016)