

Policy:	Chapter 13
Coverage:	Town of Trenton
Council Approval:	<u>2007 / 02 / 13</u> Y M D
Effective Date:	<u>2007 / 02 / 13</u> Y M D
Supersedes Date:	<u>2000 / 11 / 23</u> Y M D

COMMITTEE OF THE WHOLE POLICY

Scope

The purpose of this policy is to provide a procedure and mandate for standing committees within the Town of Trenton and is adopted under authority of Section 23 (1)(c) and Section 24 of the Municipal Government Act.

Policy

1. Council hereby establishes the "Committee of the Whole" as a standing committee of Council.
2. The mandate of the Committee of the Whole is:
 - (1) to discuss, consider, advise, and make recommendations to Council concerning the affairs of the Town that may come before Council, in advance of Council making decisions or taking action on such matters as:
 - (a) preparation or amendment of planning documents, general planning matters;
 - (b) recreation matters including the preparation or amendment of policies respecting the provision of recreational facilities and services including but not limited to parks, pools, ballfields, rinks, playgrounds; and
 - (c) recreation matters including the preparation or amendment of policies respecting the provision of cultural services and facilities.
 - (2) except where Council determines that consideration by the Committee is unnecessary or inadvisable, and except that the following matters shall normally be dealt with by Council without having to be forwarded to the Committee of the Whole for its recommendations:
 - (a) reports and recommendations from other committees of Council;
 - (b) planning matters and public meetings as required by the public participation program concerning the preparation of planning documents;
 - (c) first or second reading of By-law enactments, amendments or repeals; and
 - (d) matters which are the subject of a statutory hearing by Council.

- (3) to take action on such matters as are lawfully delegated to it by the Town's by-laws and policies or by Council resolution.
 - (4) to take such other steps not inconsistent with this Policy that the Committee reasonably deems necessary to carry out its mandate.
3. The Chair of the Committee is the Deputy Mayor and the Secretary is the Chief Administrative Officer.
 4. The Committee of the Whole consists of all members of Council and membership on the Committee automatically extends to Council members without the necessity of formal appointment by Council and automatically terminates upon the termination of a person's status as Council member.
 5. Unless otherwise specified, regular meetings of the Committee of the Whole shall be held:
 - (1) at the Town Council Chambers, 2nd Floor, Trenton Administration Building;
 - (2) on Mondays of each month; and
 - (3) dates and times are noted on the yearly Schedule of Committee Meetings, as approved by Council.
 6. Regular meetings of the Committee of the Whole may be rescheduled, relocated or cancelled, and/or additional or special meetings convened in the same manner and with the same notice to Council Members and the public as apply to meetings of Council with any necessary changes for the context.
 7. Chapter 13: Committee of the Whole Policy replaces both Chapter 14: Planning Advisory Committee Policy and Chapter 15: Recreation and Leisure Services Advisory Committee in their entirety.

<u>CAO's Annotation For Official Policy Book</u>	
Date of Notice to Council Members of Intent To Consider (Minimum 7 Days):	<u>January 22, 2007</u>
Date of Passage of Current Policy:	<u>February 13, 2007</u>
I certify that this Policy was adopted by Council as indicated above.	
<u>D. Kampen</u> Chief Administrative Officer	<u>Feb. 14/07</u> Date