

BY-LAW NO. 241,

To regulate the proceedings in the Town Council of the Town of Guelph, to define the powers of Committees, and to regulate the payment of monies.

Whereas it is necessary to enact Rules and Regulations for the due and orderly transaction of public business, at the meetings of the Town Council, of the Town of Guelph, and to limit and define the powers and duties of Committees, and the payment of monies, it is hereby enacted, by the Corporation of the Town of Guelph, under the authority of the Municipal Institution Act of the Province of Ontario.

1. That on and after the passing of this By-law the following Rules and Regulations shall be in force in the proceedings of the Town Council, and the Committees thereof.

Sub 5-3 x 5-4-A-2 x 3 insert
2. That the regular meetings of the Council shall be held on the first and third Mondays in each month, at 7:30 o'clock p. m., and if in fifteen minutes thereafter there be not a quorum of members assembled, the names of those members present and absent shall be recorded by the Clerk, and the Council shall stand adjourned until next regular meeting.

Rule 5-2 Not insert to adjournment at 10:30
3. That a quorum consist of a majority of members, including the Mayor as a member of the Council.

Amalgamated
4. That a special meeting of the Council may at any time be summoned by the mayor, and in case of his absence, by the Reeve, or in the absence of both, by a Deputy-Reeve in the order of his appointment.

5. That the Mayor shall, on a requisition in writing signed by a majority of members of the Council, call a special meeting of the Council.

6. That in case of the absence of the Mayor, the Reeve shall call a special meeting when so required by a majority of the members of the Council; and in case of the absence of the Mayor and Reeve, then a Deputy-Reeve shall have the same power in the order of his appointment.

7. That all special meetings shall be called by a notice sent to each member of the Council by the Clerk, which notice shall set forth the business to be considered, and no other business shall be taken up or discussed but that which is contained in the notice.

8. That at the hour appointed, when a quorum is present, the Chair shall be taken by the Mayor or Chairman, and the proceedings commenced by the Clerk reading the minutes of the last regular, intermediate and special meetings which on approval by the Council shall be confirmed and signed by the Chairman.

9. That the business of the Council shall be taken up in the following order:

1. Communications from the Mayor or the Clerk.