

Village of Sussex Corner
Policy # 2012 – 04
Notice of Council Meeting Agenda

Background:

Bylaw # 136-20 entitled Procedure and Organization of Village Council makes reference to the agenda for Council Meetings in the following sections of the bylaw:

- 22.1 The Council meeting agenda shall be prepared and made available to those present at all regular meetings of Council and such agenda shall include the following items:
- a) Call to Order
 - b) Attendance
 - c) Disclosure of Conflict of Interest
 - d) Approval of Agenda
 - e) Delegations / Presentations
 - f) Approval of Minutes
 - g) Business Arising from the Minutes
 - h) Reports
 - i) Correspondence
 - j) Bylaws
 - k) New Business
 - l) Date of Next Council Meeting
 - m) Adjournment
- 22.2 The agenda for the regular meeting of Council, the minutes of the last regular meeting of Council, the minutes of any special meeting(s) of Council held since the last regular meeting, and the minutes of any Standing Committee of Council and reports from external organization meetings held more than five (5) days prior to the regular meeting of Council shall be made available to the members of Council by no later than the end of business day, one day preceding the regular meeting

Policy Statement(s):

Village Council hereby establishes a policy whereby the agenda for meetings of Village Council is made available to the general public in advance of each Council Meeting by a hard copy at the Village Office and / or by electronic access to the Village website.