

TOWN OF WADENA**BYLAW NO. 05-2017****A BYLAW TO REGULATE THE PROCEEDINGS OF COUNCIL**

The Council of the Town of Wadena, in the Province of Saskatchewan, enacts as follows:

1. In all the proceedings of the council, the following rules and regulations shall be observed, which shall be the rules and regulations for the order and dispatch of business of the council and of committees thereof.
2. After its first meeting following the election, the council shall meet on the first Monday and third Tuesday of each month through out the year, at the hour of 5:00 p.m. unless otherwise ordered by motion, or unless such day be a statutory or civic holiday, in which case the council shall meet at the same time on the next weekday which is not a statutory or civic holiday.
3. As soon after the hour of meeting as there shall be a quorum present, the mayor shall take the chair and call the meeting to order. In the absence of the Mayor, the Deputy Mayor shall do so.
4. If neither the mayor nor the deputy mayor appear within fifteen minutes of the time appointed, the secretary or clerk shall call the members to order and, if a quorum is present, a chairman shall be chosen who shall preside until the arrival of the mayor or deputy mayor. As presiding officer he shall have the same authority at the meeting as the mayor or deputy mayor would have had if present.
5. The presiding officer shall preserve order and decorum: shall enforce the provision of this bylaw, and shall decide all questions of order, subject to an appeal from the decision of the chair.
6. When two or more members commence to speak, the presiding officer shall name the member who in his opinion spoke first and is entitled to continue.
7. A member called to order from the chair shall immediately stop speaking, but may afterwards offer an explanation and the council if appealed to, shall decide the case without debate. If there is no appeal to the council, the decision of the chair shall be final.
8. No person present in the council chambers shall use offensive words in or against the council or any person. Every council member shall abide by the CODE OF ETHICS BYLAW #06-2017 as may be amended from time to time.
9. No person present shall disregard the rules of the council. If any person shall disobey, he may be ordered by the presiding officer to leave his seat for that meeting, but in case of acceptable apology by the offender, he may be permitted to forthwith resume his seat.
10. Any additions to the Agenda shall be added by resolution of Council before approval thereof.
11. Subject to the vote of the council, business shall in all cases be taken up in the order in which it stands upon the agenda.
12. After reviewing the minutes of the previous meeting, any errors or omissions shall be corrected before approval thereof.

13. Subject to the vote of Council to extend the time, no meeting of Council shall proceed past the hour of 8 o'clock p.m.
14. Any business remaining on the agenda at the time of adjournment shall be tabled to be taken up in the Unfinished Business of the next Regular meeting of Council, or in the case of any urgent matter(s), at a Special meeting of Council held for that purpose.
15. Upon the adoption of a motion that the council go into committee of the whole, the presiding officer shall leave the chair, and the committee shall immediately appoint a chairman, who shall maintain order and shall report to the council the decision or recommendations of the committee.
16. The members of council are responsible for promoting peace, order and good government in the Town of Wadena pursuant to the specific and defined powers provided in *The Municipalities Act* and other statutes.
17. All other procedural matters not regulated by this bylaw shall coincide with Robert's Rules of Order.
18. This Bylaw shall come into force and take effect on the date of the final passing thereof.
19. Bylaw #06-05 is hereby repealed in favour of this bylaw.



MAYOR


CHIEF ADMINISTRATIVE OFFICER



Read a third time and adopted this 19th day of September, 2017.

CERTIFIED A TRUE COPY OF Bylaw No. 05-17 adopted by resolution of Council on the 19th day of September, 2017:


Chief Administrative Officer