

### NOTICE OF MOTION CHECKLIST

The checklist is a tool intended to support the sponsor(s) of a Notice of Motion. The items listed below are important considerations when crafting and submitting a Notice of Motion. It is also intended to support other Members of Council, as the same considerations are important when reaching a decision on a Notice of Motion.

The checklist is therefore an opportunity for the sponsor(s) to:

- consider what advice might be helpful to them in formulating their proposal; and
- share key points about the advice received with their Council colleagues, to inform their deliberations.

This document is recommended to be provided to City Clerks alongside every Notice of Motion and will become part of the Corporate record. It is at the discretion of the sponsor(s) to decide with whom to consult and what information to include.

Title of the Motion:

Notice of Motion 2024 \$23M Budget Adjustment / Residential Tax Rebate

There are two classifications of a Notice of Motion (Check the one that applies):

- Regular
- Urgent (Include details in Urgency Rationale box below)
- Is this Notice of Motion Confidential? (Include details in Procedural box below)

Financial and Other Resource Capacity
Administration expressed concern re: timing to complete the evaluation and make recommendations by February 27 <sup>th</sup> 2024 Regular Council Meeting.
Legal / Legislative
No Concern
Technical Content
No Concern
Procedural (Including reasons for confidentiality)

Other Considerations
Reconsideration of 2024 Budget Adjustments will be required first before the NOM resolution(s) can be deliberated and voted upon.
Urgency Rationale