

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:

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
Additional Financial Resources required.
Legal / Legislative
“Hosting when travelling is limited to \$100 per day per <i>Councillor</i> and this amount may be accrued over the course of the trip (e.g., for a four day trip, \$400 is available for hosting)”
Technical Content

n/a
Procedural (Including reasons for confidentiality)
36M2021
Other Considerations
<p>NOW THEREFORE BE IT RESOLVED that the hosting provisions consider applying the same principles that Council adopted with regard to the meal allowance. Such that the hosting allowance be applied as a recommended amount and not a restricted amount.</p> <p>AND FURTHER BE IT RESOLVED that Hosting while travelling amounts be amended to be reflective of current economic realities and return to Council through Council Services Committee no later than June 13, 2024.</p> <p>AND FURTHER BE IT RESOLVED that the Executive Committee recommend to Council to review and decide whether the costs incurred by members of Council during the Carnival Trip be approved as a business expense versus a hosting expense.</p>
Urgency Rationale
n/a