

# **TOWN OF VULCAN**

## Policy Manual

<u>POLICY NUMBER</u>			<u>TITLE OF POLICY</u>
<b>A-18</b>			<b>Regular Council Meeting Schedule</b>
Approval	D/M/Y	Resolution #	
<b>Amended</b>	<b>27/02/17</b>	<b>17.085</b>	

### **STATEMENT:**

**The Town of Vulcan requires a policy to formalize a process for scheduling regular meetings for conducting the business of Town Council.**

#### **1. Policy**

- 1.1** Regular meetings of Council shall be held on the second and fourth Mondays of each month, provided that where a Regular Council Meeting falls on a holiday, the meeting shall be held on the next following day, not being a holiday, or on such other day as Council decides.
- 1.2** Regular meetings of Council shall commence at 7:00 p.m. and adjourn at 11:00 p.m., if in session at that hour, unless otherwise determined by a unanimous vote of the members present. Such a motion, passed either while in Council or in Committee, may extend the time of adjournment to no later than 12:00 o'clock midnight.

**- END OF POLICY -**