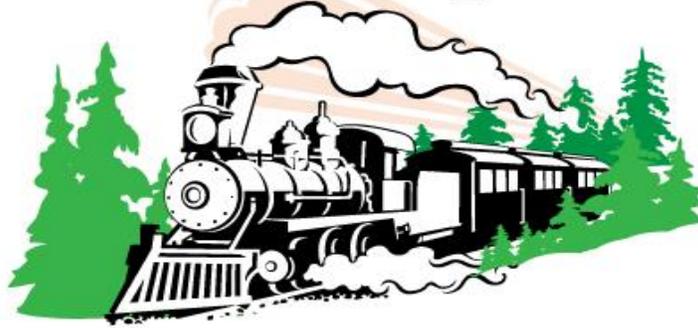


# Township of



## McMurrich/Monteith

Council of the Township of McMurrich/Monteith

is hosting a

Town Hall Meeting

**to discuss Community Improvements, Review of Bylaws: Dog Licensing, Trailer Licensing, Campground Licensing and Community Centre Rentals.**

**Council would like to hear from all ratepayers and residents.**

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**Saturday, April 6th, 2019**

**1:30pm – 3:30pm**

**Sprucedale Community Centre, 31 William Street, Sprucedale, Ontario**

This Town Hall Meeting is to allow an open dialogue between residents and Council for a free exchange of ideas and information in an informal atmosphere.

The Town Hall Meeting is based on a format with all members of the public welcome to provide comments to Council members on the proposed topic. Written comments can also be submitted prior to the meeting.

Members of Council will participate on a voluntary basis and there is no formal Agenda, however, all participants, including Council members and the public, are expected to adhere to the Town Hall Meeting Terms of Reference.

# Township of McMurrich/Monteith

## Town Hall Meeting – Saturday, April 6<sup>th</sup>, 2019

### Terms of Reference

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The Town Hall meeting is being implemented to allow an open dialogue between residents and Council for a free exchange of ideas and information in an informal atmosphere.

The Town Hall meeting is based on a format with all members of the public welcome to provide comments to Council members. Members of Council will participate on a voluntary basis and there is no formal Agenda. However, all participants (Council members and the public) are expected to adhere to the following governing principles and meeting guidelines at all times.

#### **Governing Principles**

- The Town Hall meeting will maintain a welcoming, inclusive atmosphere at all times regardless of any individual's perspective. All participants will be treated with respect and courtesy.
- The Town Hall meeting is not a statutory requirement of Council. The meeting is being offered as an added opportunity for dialogue with the community grounded in the principles of transparency, responsiveness, participation, and collaboration.

#### **Meeting**

- The meeting is to take place on April 6th, 2019 at the Sprucedale Community Centre
- The meeting is to take place between 1:30pm to 3:30pm or closed at the call of the Chair.
- The meeting will be chaired by the Reeve or designate.

#### **Meeting Format**

1. Chair opens meeting, introductory remarks (including statement of Governing Principles)
2. Review of Town Hall Meeting Guidelines
3. Open floor to questions/comments/feedback from the public
4. Closing remarks – Members of Council
5. Closing remarks – Chair
6. Adjournment

## **Town Hall Meeting Guidelines**

- Town Hall meetings are to be conducted in the spirit in which they are intended – an open dialogue and free exchange of ideas in a welcoming, inclusive and productive atmosphere.
- All participants, both members of Council and the public are responsible for maintaining an orderly meeting, free from indecent or insulting language, name calling, assigning blame, personal attacks or condemning the motives of others.
- Any participant persisting in breach of decorum will receive a warning. Continued breach will result in the participant being asked to leave the meeting.
- All questions/comments will be directed through the Chair to be delegated to each Council member for comment as appropriate.
- Every effort will be made to allow all those who wish to speak an opportunity to do so.
- The Chair will designate who has the floor. Participants are asked not to interrupt or distract a speaker. The Chair may interrupt only to raise a point of order.
- Speakers are limited to 5 minutes at the discretion of the Chair.
- Members of the public are limited to speak once. If no other members of the public wish to speak, the Chair will determine whether speakers will be heard again.
- While members of the public may speak on any subject, Council cannot discuss items that reflect an identifiable individual, solicitor-client communications, or any other item dealt with In-Camera, as per the Ontario Municipal Act.
- Council members may discuss Municipal issues, however, there can be no advance of Municipal business. A Councillor may take an item to a future Council meeting for discussion as new business.
- Council members will make every effort to respond to all questions and comments. Where a Council member does not have all the relevant information at hand, information may be provided by a member of the public after the meeting or be brought forward at a future Council meeting.
- The Chair is responsible to ensure that all participants comply with the Meeting Guidelines and Governing Principles.