



Notice of Motion

Councillor _____

Re: _____

The notice of motion would support the following area(s) of strategic focus:

			
Deliver Excellent Service	Promote Safety & Well-Being	Grow Our Community	Ensure Environmental Sustainability

Administration Response – Notice of Motion

Topic: _____

Requesting Councillor: _____

Name of staff completing this form: _____

Council meeting date NOM presented: _____

Council meeting date to be voted on: _____

1. Has this request come before Council previously? Yes No

If so, when and what was the Council decision?

2. Does this request support a Council Term Priority? Yes No

If so, the notice of motion would support the following area(s) of strategic focus:

			
Deliver Excellent Service	Promote Safety & Well-Being	Grow Our Community	Ensure Environmental Sustainability

3. What is the cost/ budget implication (at a high level), if any: \$ _____

Explanation of cost estimate

4. Is it already in the queue with administration? Yes No

If yes, date expected to come to Council: _____

5. Should a report from administration be completed? Yes No

Why? _____

Type of Report? Information Report Recommendation Report

6. What is the estimated time to complete this request? _____

Date expected to return to Council: _____

7. What items, if any, are needed to be put on hold in order to complete this task?

8. General or other comments:

