



POLICY MANUAL

Title: Council Meeting Public Question Period Policy	Policy No : 3.15 Supersedes: n/a
Authority: <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Operational Approval: <input checked="" type="checkbox"/> Council <input type="checkbox"/> CMT <input type="checkbox"/> General Manager	Effective Date: December 10, 2019 Review Date: Dec. 2020
Policy Statement: <p>The City of Maple Ridge is committed to providing a variety of opportunities for citizens to address Council.</p>	
Purpose: <p>This policy provides consistent and transparent guidelines to permit members of the public to ask questions of Council in a meeting environment.</p>	
Requirements: <ol style="list-style-type: none"> 1. The public will be afforded a 15-minute opportunity to address Council during the regular Council meeting. This opportunity does not apply to Council meetings deemed to be Council Workshop meetings. 2. The time period may be extended with approval of the majority of Council. 3. A speaker is limited to two (2) minutes. 4. A speaker shall be permitted a second opportunity should there be no other members of the public waiting to ask a question. 5. A speaker may but is not required to provide their name and address for the record. 6. Questions relating to a development application are not permitted if: <ol style="list-style-type: none"> 6.1. the application has been placed on a Public Hearing agenda; or 6.2. the application has had a Public Hearing and has not yet been adopted. 7. The General Rules of Conduct outlined in the Council Procedure Bylaw apply to public question hearing speakers. 	

8. Where a large number of speakers are expected, the Corporate Officer (or designate) may require the use of a Speakers' List that will determine the order of speakers on a first-come-first-serve basis.
 - 8.1. The allocation of reserved spots on a Speakers' List or for speaking order in advance of the opening of the doors in advance of a meeting is not permitted.
 - 8.2. People wishing to ensure their spot during Public Question Period are encouraged to identify themselves to the Corporate Officer or designate as soon as possible after entering the meeting room to secure a spot on the Speakers' List.