

City of Edmonton - Mock Council Format (revised Oct 24)

Everyone should know their role for today's Mock Council. Your class should have:

- a Mayor
 - 12 Councillors - one of which will act as the Deputy Mayor
 - a City Clerk
 - 2 or 4 Interested Citizens or Organizations Who Wish to Speak about the Issue
-such as Community League, School, City Departments or Businesses, Neighbours or.....
 - 3 or 4 Representatives from the Media - radio, TV or newspaper - who will sit in media area take notes on our media clipboards and take photos with your school camera during the Council meeting.
- Your class should have already decided which issue to discuss.

Before the meeting starts, the City Clerk should fill out the Section A and B on his/her paper with:

1. The names of the Special Interest Group Representatives (on Section A)
2. The name of the School, Teacher and Ward (on Section B)

Part 1 - Introduction of the Issue

Mayor: "I call this meeting to Order. The motion on the floor is.....": (name your issue)

Part 2 - Opinions of the Councillors

The Mayor starts on his/her far right and in turn invites each councillor to share his/her opinion by saying: "Councillor _____, you may have the floor".

That Councillor replies, "Thank you Mister/Madame Mayor. I think that"

Each Councillor ends his/her speech with "Thank you Mister/Madame Mayor".

Continue until all Councillors have had a chance to speak.

Part 3 - Passing the Chair to Deputy Mayor

After all the Councillors have shared their opinions, it is time for the Mayor to share his/her opinion - however first the Mayor must pass control of the meeting over to the Deputy Mayor.

The Mayor says: "Deputy Mayor _____ would you please take over the chair?"

The Deputy Mayor says, "Yes Mister/Madame Mayor I will take over, you may have the floor."

Then the Mayor expresses his/her opinion on the issue.

The Deputy Mayor says, "I now return the chair back to you Mister/Madame Mayor."

Part 4 - Opening the Floor to Interested Citizens or Organizations Who Wish to Speak

City Clerk gives the Mayor Section A of his/her notes.

The Mayor reads that paper and says, "Will the following people please proceed to the podium to speak.....?" (The mayor reads the first set of names).

When they are ready the mayor says: "_____, you may have the floor."

The speaker says, "Thank you Mister/Madame Mayor" He/She says his/her name and who they are representing before sharing his/her ideas or questions. When the speaker is done, he/she says: "Thank you Mister/Madame Mayor."

Your guide will tell you if your class has time to call upon the second set of speakers. When finished, speakers return to their seats in the audience.

Part 5 - Welcoming the Special Guests to the Council Meeting

The City Clerk gives the Mayor Section B of his/her notes.

The Mayor uses the clerk's note and reads: "I would like to stop for a moment and recognise a special group who have joined us today. We have Mr./Mrs./Ms _____'s class from _____ School which is in Ward _____. On behalf of Council I would like to welcome the students, their teacher and the parent volunteers to City Hall. Please stand."

The guests stand and the Council applauds * Note-this is the only time that applause is allowed!

Part 6 - Opening the Floor to Debate (Your guide will let you know if there is time for this part.)

The Mayor says, "The floor is now open for debate."

Councillors raise their hands if they wish to share more ideas or questions on the issue.

The Mayor selects a Councillor to speak and says, "Councillor _____ you may have the floor."

That Councillor says: "Thank you Mister/Madame Mayor..." and then shares his/her ideas or questions, and concludes by saying: "Thank you Mister/Madame Mayor."

Part 7 - Calling a Vote

The Mayor and the Councillors all vote at the same time.

The Mayor calls for a vote by saying: "It is time to call for the vote. The motion before us is.... (restate the issue) All in favour of this motion please raise your hands."

The Mayor counts and records the number FOR the motion on the back of one of his/her pages.

The City Clerk also counts and records the number on section C of his/her notes under FOR.

Then the Mayor says: "All opposed to this motion please raise your hands."

Now the Mayor and City Clerk record the numbers OPPOSED TO the motion.

Part 8 - Results of the Vote

The Mayor announces the results: "There were _ votes for and _ votes opposed to this motion.

The City Clerk checks his/her numbers and agrees by saying: "I concur"

OR disagrees with the Mayors numbers and says: "We require a revote." Revote if necessary.

If more votes for the motion, the Mayor says: "The motion has been carried."

If more votes opposed to the motion, the Mayor says: "The motion has been defeated."

If you have an even number on Council and it is a tie, the Mayor says, "The motion has been defeated."

Part 9 - Adjourning the Meeting

The Mayor ends the meeting by saying: "The meeting is adjourned."

Part 10 - Media "Scrum"

Once the mayor and councillors have left their seating area, the media may come forward and interview/ask questions.