

Report to Council



Date: April 10, 2012
File: 0600-01
To: City Manager
From: City Clerk
Subject: Amendments to Council Procedure Bylaw 9200
Report Prepared by: Deputy City Clerk

Recommendation:

THAT Council give reading consideration to Bylaw No. 10649 - being Amendment No. 5 to Council Procedure Bylaw No. 9200;

AND THAT notice of the amendment is given in accordance with Section 94 and 124 of the *Community Charter*.

Purpose:

To amend Council Procedure Bylaw No. 9200, Part 4 Public Attendance at Council Meetings, Part 5 Rules of Procedure at Council Meetings, and replace the term 'Acting Mayor' with 'Deputy Mayor'.

Background:

The Council Procedure Bylaw (the Bylaw) is established by Council to provide both staff and members of the public with procedural guidelines related to meetings of Council.

Further to Council direction, the changes to the Council Procedures Bylaw include an increase to the allocated presentation time when representatives of a recognized Neighbourhood Association, speaking on behalf of their members, are addressing Council at a Public Hearing.

Staff is also recommending a few housekeeping amendments to improve procedures at Council meetings. Minutes of previous meetings will now be presented and confirmed at each meeting of Council rather than every two weeks at the Tuesday Regular meeting. Council will have the minutes available for review in their weekly Council packages, and members of the public will have the official minutes available in a timelier manner.

The final change being recommended is the removal of a separate section for non-development bylaws. Currently, Council considers all of these together near the end of the Monday afternoon Council meeting agenda. Similar to development reports, staff is

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recommending that all Reports to Council with associated bylaws for non-development related reports, be considered together.

Legal/Statutory Authority:

Under Section 124(1) of the *Community Charter*, Council must, by bylaw, establish the general procedures to be followed by Council.

Legal/Statutory Procedural Requirements:

Under Section 124(3), if a Council Procedure Bylaw is to be amended, legislative advertising under Section 94 of the *Community Charter* is required. The amendment advertisements will be placed in the local paper on Friday, April 27 and Friday, May 4, 2012 as per Section 94 of the *Community Charter*.

Considerations not applicable to this report:

Internal Circulation:

Legal/Statutory Procedural Requirements:

Existing Policy:

Financial/Budgetary Considerations:


Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Submitted by:


Stephen Fleming,
City Clerk

Approved for inclusion:



R. Mayne, Director, Corporate Services