

Council and Committee Procedures Bylaw – Amendments

RECOMMENDATION:

That Committee of Council recommend to Council that proposed amendments to “Council and Committee Procedures Bylaw, 2015, No. 3898” be approved.

PREVIOUS COUNCIL/COMMITTEE ACTION

The existing Council and Committee Procedures Bylaw was adopted on July 27, 2015 and the bylaw has received some other amendments since then.

REPORT SUMMARY

With the recent adoption of “Public Notice Bylaw No. 4332” which now allows for digital Notice in place of newspaper advertising, the Notice of Council Meetings section in the Bylaw has been updated to reflect those changes as well. Additionally, edits have been made to the Inaugural Meeting and Electronic Meeting conditions.

BACKGROUND

Section 124 of the *Community Charter* states that a Council must, by bylaw, establish the first regular council meeting dated (referred to in section 125 (1) [*council meetings*] as a day in the first 10 days of November following a general local election. Currently, the City’s bylaw states that the Inaugural meeting will take place on the first Tuesday of November. In order to provide more flexibility for the timing of the Inaugural meeting the proposed amendment will change the bylaw to state the meeting may be held within the first 10 days of November.

When providing Notice for council meetings, public hearings and other items, the proposed amendments to the Bylaw now streamline the requirements of the Corporate Officer for when and how public Notice must be provided.


Council meetings being held virtually or electronically have been taking place since 2020 under Ministerial Orders or within the parameters of the City’s Council and Committee Procedures Bylaw. The proposed amendments streamline the requirements for holding electronic meetings.

FINANCIAL IMPLICATIONS

None.

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OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Support the proposed amendments to the Bylaw and forward to Council for approval.
	2	Request additional information or further amendments to the Bylaw to address specific issues prior to making a decision.
	3	Not support the proposed amendments which would retain the existing bylaw.

ATTACHMENTS

Attachment 1 – Draft Council and Committee Procedures Amendment Bylaw

Attachment 2 – Existing Bylaw with tracked changes

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