

APPROVAL REPORT

The Procedures and Committees Amendment Bylaw, 2020

ISSUE

This report submits Bylaw 9681, *The Procedures and Committees Amendment Bylaw, 2020* (the “Bylaw”) for City Council’s consideration. The Bylaw implements City Council’s resolutions respecting amendments to *The Procedures and Committees Bylaw, 2014* from August 26, 2019 through December 16, 2019.

RECOMMENDATION

That City Council consider Bylaw 9681, *The Procedures and Committees Amendment Bylaw, 2020*.

BACKGROUND

At its Regular Business Meeting held on August 26, 2019, City Council considered a report of its Governance and Priorities Committee and resolved:

“That the City Solicitor be instructed to amend Bylaw No. 9170, *The Procedures and Committees Bylaw, 2014* to allow City Council to meet during an Election Period in emergency situations. Emergency to be defined as per *The Cities Act*.”

At its Regular Business Meeting held on September 30, 2019, City Council considered reports of its Governance and Priorities Committee and resolved, in part:

- “2. That the approval of flag raising and proclamation requests be delegated to the City Clerk’s Office with an appeal mechanism to the Governance and Priorities Committee; and
3. That the City Solicitor make any necessary amendments to Bylaw No. 9170, *The Procedures and Committees Bylaw, 2014*”; and

“That *The Procedures and Committees Bylaw, 2014* be amended:

1. to allow for the changes to Schedules C – Public Council Committee Meeting Agenda and D – In Camera Council Committee Meeting Agenda, as outlined in the September 23, 2019 report of the City Clerk;
2. to allow for removal of the words “in an emergency” in Sections 18 and 91, and including parameters around remote attendance at meetings, as outlined in the September 23, 2019 report of the City Clerk; and

3. such that requests to speak to matters not on a Council or Committee Agenda pertaining to an appeal to an independent tribunal contain the same provision as Communications to Council or Committee for matters pertaining to an appeal to an independent tribunal; and further include an exclusion to matters before the Courts in both communications to Council and Committee and requests to speak to Council and Committee.”

At its Regular Business Meeting held on November 18, 2019, City Council considered a report of its Governance and Priorities Committee and resolved, in part:

“That *The Procedures and Committees Bylaw, 2014* be amended such that debate for items in the public session for the Governance and Priorities Committee of City Council be limited to five minutes per member”.

At its Regular Business Meeting held on December 16, 2019, City Council considered a report of its Governance and Priorities Committee and resolved:

“That the City Solicitor be directed to amend Bylaw No. 9170, *The Procedures and Committees Bylaw, 2014* to formalize the flow of Council and Committee meeting agenda items as described in the report of the Chief Public Policy and Government Relations Officer dated December 9, 2019.”

DISCUSSION/ANALYSIS

In drafting the amendments described above, it was identified that City Council may prefer to have greater flexibility than directed to hold meetings electronically in emergency situations. The proposed amendments would have eliminated City Council’s ability to conduct an entire meeting through electronic means with limited notice, where all City Council members may attend electronically and only the City Clerk must be in attendance at the meeting place.

As such, sections 18 and 91 have not been amended and such emergency meetings continue to be possible. In addition, sections 18.1 and 91.1 and Schedule “O” have been added to describe the remote participation of City Council members in regularly-constituted meetings, as outlined in the September 23, 2019 report of the City Clerk.

In accordance with City Council’s instructions, we are pleased to submit Bylaw 9681, *The Procedures and Committees Amendment Bylaw, 2020* for City Council’s consideration.

Public Notice

Public Notice is required for consideration of this matter, pursuant to Section 3(t) of Policy No. C01-021, The Public Notice Policy. The following notice was given:

- Advertised in The StarPhoenix on Saturday, January 18, 2020;
- Posted on City Hall Notice Board on Friday, January 17, 2020; and
- Posted on City Website on Friday, January 17, 2020.

APPENDIX

1. Proposed Bylaw 9681, *The Procedures and Committees Amendment Bylaw, 2020*.

Report Approval

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Admin Report - The Procedures and Committees Amendment Bylaw, 2020
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