

The Procedures and Committees Amendment Bylaw, 2022

ISSUE

This report submits Bylaw No. 9820, *The Procedures and Committees Amendment Bylaw, 2022* (the “Bylaw”) for City Council’s consideration. The Bylaw implements City Council’s decision to amend the Advisory Committee Terms of Reference.

RECOMMENDATION

That City Council consider Bylaw No. 9820, *The Procedures and Committees Amendment Bylaw, 2022*.

BACKGROUND

At its [February 28, 2022 Regular Business Meeting](#), City Council considered a report of its Governance and Priorities Committee and resolved, in part:

That amendments to the Advisory Committee Terms of Reference be approved to:

- a) Permit flexibility in the conduct of meetings to allow for virtual participation;
- b) Include a statement regarding the role of Agency Representatives;
- c) Update the Advisory Committee composition language contained in the Terms of Reference as provided in the report;
- d) Change the meeting schedule for the Saskatoon Environmental Advisory Committee from the second Thursday of the month to the third Wednesday of the month;
- e) Change the language in bullet 4 of the Terms of Reference for the Diversity, Equity and Inclusion Advisory Committee to reflect the Committee’s role to support the provision of education and training rather than provide it; and
- f) Remove the Ministry of Environment as an Agency Representative from the Saskatoon Environmental Advisory Committee Terms of Reference and make any other consequential amendments; and

That the City Solicitor’s Office prepare the appropriate amendments to The Procedures and Committees Bylaw, 2014 to reflect the changes identified in this report.

DISCUSSION/ANALYSIS

The Bylaw will allow Advisory Committees to meet in person, virtually, or a combination of both (hybrid). Virtual or hybrid meetings will only be permitted when the facilities meet the same requirements as established in Schedule “O” of *The Procedures and Committees Bylaw, 2014* for remote participation at Council and Council Committee meetings.

In accordance with City Council's instruction, we are pleased to submit Bylaw No. 9820, *The Procedures and Committees Amendment Bylaw, 2022* for City Council's consideration.

PUBLIC NOTICE

Subsection 55.1(4) of *The Cities Act* requires that public notice be given prior to amendment of a council procedure bylaw. Public notice for the Bylaw has been given in accordance with Policy No. C01-021, *The Public Notice Policy*. The following notice was given:

- Advertised in *The Star Phoenix* on April 16, 2022
- Posted on the City's website at www.saskatoon.ca on April 14

APPENDIX

1. Proposed Bylaw No. 9820, *The Procedures and Committees Amendment Bylaw, 2022*.

Report Approval

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Admin Report - The Procedures and Committees Amendment Bylaw, 2022
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