

New Council Procedure Bylaw



Why a new Council Procedure bylaw?

- ▶ Current bylaw (No. 7060) was adopted in 2007
 - ▶ Three amendments have since been made
- ▶ *Good Governance* is one of Council's priorities
- ▶ Consultants prepared the "Watson Report" in 2013
 - ▶ A number of recommendations have since been implemented
 - ▶ Staff previously prepared draft bylaws but work was not completed
 - ▶ Council decorum & proper parliamentary procedures absent in current bylaw

Opportunity for change

- ▶ New bylaw combines recommendations from consultants' input and research
- ▶ Written in clear, concise, plain language
- ▶ Useful tool for this Council and future Councils



Summary of Bylaw Updates

- ▶ Address the absence of parliamentary procedures:
 - ▶ Proper steps for reconsideration of a matter
 - ▶ Point of order
 - ▶ Tabling or referring a matter back to staff
 - ▶ Proper time to debate a bylaw at the appropriate reading of the bylaw



Summary of Bylaw Updates

- ▶ Requirements for Raising Hand to Vote
 - ▶ Escribe allows voting to occur on tablets and appear on screen
- ▶ Council Decorum
 - ▶ Decorum not mentioned in current bylaw
 - ▶ New bylaw will outline clear guidelines for acceptable conduct and debate
 - ▶ Will assist in better meeting management

Summary of Bylaw Updates

▶ Decorum for the Public

- ▶ New bylaw clearly outlines how to address the Mayor, Council and staff
- ▶ Outlines the tools available to address unruly decorum
- ▶ Will assist in better meeting management
- ▶ Clearly outlined bylaw for delegations, presentations and question period decorum

Summary of Bylaw Updates

- ▶ In Camera meeting times
 - ▶ Addresses the changing of regularly scheduled council meeting times
 - ▶ Regularly scheduled meetings will start early in order to proceed in camera
 - ▶ Regular open session to commence at 7:00 p.m.

Summary of Bylaw Updates

▶ Late Items and Addendums

- ▶ Move printing and publishing of the agenda to the Thursday before the meeting
- ▶ Eliminates need to have an addendum, cutting down on staff resources & late items
- ▶ Public can sign up to speak to an agenda item until Monday

Summary of Bylaw Updates

▶ Committee of the Whole Meetings

- ▶ Bring these meetings back to their intended format
 - ▶ *COW's are a less formal meeting where issues brought to the table can be debated and discussed fully before coming to a council meeting to be voted on.*
- ▶ Will aid in shortening council meetings as a fulsome discussion would already have taken place at the COW

Summary of Bylaw Updates

▶ Speaking Limits

- ▶ Nothing in current bylaw addresses speaking times for members
- ▶ Putting limits in place will help move meetings along & stay on topic
- ▶ Members can make a motion and vote if they wish to speak longer
- ▶ Will aid in helping meetings run more efficiently

Summary of Bylaw Updates

- ▶ Consent Issues (new Agenda heading)
 - ▶ List of various items and recommendations to address those items.
 - ▶ Matters excluded from this list include items pertaining to:
 - ▶ The Financial Plan
 - ▶ The Annual Municipal Report
 - ▶ Changes to any Strategic Plans
 - ▶ Council may vote on & adopt in one motion all recommendations
 - ▶ Items requiring further discussion or debate could be removed as an item from the consent agenda, to be considered separately

Summary of Bylaw Updates

▶ Public Hearings

- ▶ Not addressed in current procedure bylaw
- ▶ Outlines processes
- ▶ Designed to assist the Chair and council members by stating proper procedures to follow

Summary of Bylaw Updates

▶ Supporting Policies

- ▶ New section which clearly defines when a supporting policy would be helpful to provide additional rules to support the new bylaw
- ▶ Council would adopt these policies
- ▶ Policies are easier to amend, requiring a resolution of Council not an amendment to the bylaw


In Conclusion

- ▶ Updates Included in the New Procedural Bylaw No. 7272 address:
 - ▶ Issues brought to the attention of Council
 - ▶ Problems apparent to Corporate Officer
 - ▶ Clearly outlined rules of order and parliamentary procedures




Engagement Process

- ▶ Presentation to Council 2018-JUL-09
- ▶ Engagement and Education Session at Beban Park 2018-AUG-28
- ▶ Staff input and changes made based on suggestions from public session and staff recommendations
- ▶ Final Draft Procedure Bylaw, Comparison Document and Presentation to Committee of the Whole 2018-SEP-24



PROCEDURE BYLAW RENEWAL
Information Session

WELCOME!
Thank you for joining us to review a new draft Council Procedure Bylaw.




Please, grab some refreshments and have a seat at any table.

Our facilitator, Lisa Zwam, will begin the session with an explanation of what a Procedure Bylaw is and provide an overview of the updates made to the draft bylaw.

You will then gather in your table groups to discuss the bylaw updates. At the end of the session, you will report back your input and questions for Lisa to address.

Today, you will have an opportunity to:

- Learn about what a Procedure Bylaw is and why the City needs one.
- Review the draft Procedure Bylaw
- Discuss and provide input on the draft bylaw.

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Next Steps

- ▶ Next Steps will come after Council discussion on the new proposed procedure bylaw.
- ▶ If there are no changes proposed by Council, Council could give first three readings at the 2018-OCT-01 Council Meeting as advertising required under the *Community Charter* could commence this week.
- ▶ If there are changes proposed by Council, Staff would try to have the bylaw back in front of Council for three readings at the 2018-OCT-15 Regular Meeting of Council.