



# Corporate Report

NO: R078

COUNCIL DATE: April 24, 2006

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## REGULAR

TO: Mayor & Council DATE: April 19, 2006  
FROM: City Clerk FILE: 0530-00  
SUBJECT: Amendments to Council Procedure Bylaw 15300

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## RECOMMENDATION

Legislative Services recommends that Council:

1. Approve an amendment to "Council Procedure Bylaw, 2004, No. 15300" in Section 7.(2) to delete the word "must" and insert the word "may" and in Section 7.(2)(a) by deleting the words "at least once a month" and inserting the words "as required".
2. Authorize the City Clerk to bring forward an appropriate amending bylaw and give notice of the amendment in accordance with the *Community Charter*.

## BACKGROUND

The section in Council's procedure bylaw relating to Regular Council and Regular Council Public Hearing meetings was developed on the basis of Council holding three Council meetings per month. The bylaw requires Council to hold at least one Regular Council meeting and one Regular Council Public Hearing meeting per month.

## DISCUSSION

From time to time, it is necessary to schedule two rather than three Council meetings per month, and when this occurs, both meetings are Regular Council Public Hearing meetings. An amendment to the procedure bylaw to the Regular Council section is necessary to allow Council to schedule Regular Council meetings as required. This amendment will also give Council the flexibility to delete meetings from the meeting schedule when there are not sufficient agenda items to convene a Council meeting.

Council's procedure bylaw currently states:

"Regular Council"

7. (1) Regular Council meetings must be held in the Council Chamber at City Hall, unless Council resolves to hold meetings elsewhere.
- (2) Regular Council meetings must:
  - (a) be held at least once a month (except in the month of August) on a Monday evening;
  - (b) be held at 7:00 p.m.

**CONCLUSION**

Based on the above, it is recommended that Council:

- Approve an amendment to "Council Procedure Bylaw, 2004, No. 15300" in Section 7.(2) to delete the word "must" and insert the word "may" and in Section 7.(2)(a) by deleting the words "at least once a month" and inserting the words "as required".
- Authorize the City Clerk to bring forward an appropriate amending bylaw and give notice of the amendment in accordance with the *"Community Charter"*.

City Clerk