

Memorandum

Date: July 23, 2024

To: Members of Council

From: Kevin Klingenberg, Municipal Clerk, Corporate Services

Subject: July 2024 Procedure By-Law Consolidated Updates

The presented Procedure By-Law amendment 2024-064 on the July 23, 2024 Council agenda consolidates all the Committee recommended updates from July 2024, building on [schedule A](#) in [Staff Report 2024-0389](#) and [2024-0390](#) recommended for Council approval at the July 9, 2024 General Committee meeting.

Three additional recommendations from the July 9, 2024 General Committee were provided to Council:

1. [Notice of Motion – Request to Record Remote Participation of Members](#)

Recommended Procedure By-Law amendment to Council:

That the Procedure By-law be amended to record in the minutes Council members who attended the meeting via remote participation.

Updated Procedure By-law Amendment in proposed BL-2024-064, section 4:

9.3 Minutes shall include: d) identification of the *members* who attended remotely

2. [Notice of Motion – Request to Reinstate Canadian Anthem at Council and Committee Meetings](#)

Recommended Procedure By-Law amendment to Council:

That the amendment in By-law 2024-017 subsection 1(3) which deletes the requirement to play the National Anthem at the beginning of every meeting in Procedure By-Law 2015-108 subsection 8.2.2 be amended to remove this part of the deletion.

Updated Procedure By-law Amendment in proposed BL-2024-064, subsection 1(4):

8.2.2 Every regular *Council meeting* shall commence with the singing of O' Canada.

3. [Notice of Motion – Request to Amend Procedure By-Law to Provide Movers of the Main Motion Rights to Speak First](#)

Recommended Procedure By-Law amendment to Council:

That the Procedure By-Law be amended to provide movers of the main motion the first right to speak to their moved motion, once seconded and deemed in the possession of Council, and prior to any further procedural or amending motion.

Updated Procedure By-law Amendment in proposed BL-2024-064, subsection 1(6):

10.6 When a motion is under consideration, the mover shall have the right to speak to the motion first and prior to receiving any procedural motion or motion to amend.

[Staff Report 2024-0411](#) was presented at the July 15, 2024 Governance Review Committee and recommended to Council for adoption. BL-2024-064 subsection 1(2) was updated to include these recommendations.

Discussions held at the July 15, 2024 Governance Review Committee also included a request for inclusion of an updated Procedure By-Law office consolidation to reflect the proposed changes when compared to the current [office consolidation](#). Schedule A as attached to this memo is a draft of the updated Procedure By-Law office consolidation arising from the amendments in By-Law 2024-064, to fulfil this request. Annotations are provided in the columns to identify the amendments made from which amending by-law.

ATTACHMENTS

Schedule A: July 23, 2024 Procedure By-Law Office Consolidation