

# Memorandum

Date: November 26, 2024 Council meeting

To: Members of Council

From: Kevin Klingenberg, Municipal Clerk, Corporate Services

Subject: November 2024 Procedure By-law Amendments

General Committee recommended two partial referrals at their November 12, 2024 meeting upon consideration of [Staff Report 2024-0600](#).

1. That the proposed sections 8.8.11 and 8.8.12, with respect to a reduction in 5 minute delegation times, within section 1(17) of Schedule A to staff report 2024-0600 be referred back to staff for further consideration on the consultations and delegations received on the matter.

Section 8.8.11 and 8.8.12 within 1(17) of By-law 2024-100 on this Council meeting agenda have been replaced with the current Procedure By-law section 8.9.2 to accommodate this referral, inserted now section 8.8.11:

- 8.8.11 A person wishing to address *Committee* or *Council* may speak in person or through electronic means, with the leave of *Committee* or *Council* for up to ten (10) minutes and successive extensions of ten (10) minutes may be granted.

Sections 8.8.13 to 8.8.15 as presented in Staff Report 2024-0600 [schedule A](#) has been reordered to 8.8.12 to 8.8.14 in By-law 2024-100 on this Council meeting agenda.

2. That the proposed section 8.13, with respect to Council inquiries being recorded in meeting minutes, within section 1(23) of Schedule A to staff report 2024-0600 be referred to staff for further consideration from the consultations and delegations received on the matter.

Section 8.13.1 within Staff Report 2024-0600 schedule A which addressed that Council minutes are not to be included in the minutes, has been removed from By-law 2024-100 on this Council meeting agenda and replaced with Section 8.13.2 within Staff Report 2024-0600 schedule A, to become the new Section 8.13.1 within By-law 2024-0100.

These proposed updates accommodate the two partial referrals made at the November 12, 2024 General Committee without impacting a change in practice on delegation length or Council inquiries.

## ATTACHMENTS

None.