

STAFF REPORT: ADMINISTRATION



REPORT TO: Council
MEETING DATE: February 12, 2007
REPORT NO.: A.07.08
SUBJECT: Procedural By-law Review
PREPARED BY: Stephen Keast, Clerk

A. Recommendations

THAT Council receive Staff Report A.07.08, Procedural By-law Review, for information purposes and provide direction as to any By-law revisions to be considered.

B. Background

Traditionally, Council reviews the Procedural By-law following an election for any revisions that the new Council may wish to implement as to procedure.

The procedural By-law may also be revised at any time Council so desires. By-law No. 2006-9 was enacted on January 9, 2006 and represents the last review and revision to Council procedures.

1. General Revisions

Proposed and recommended revisions are shown in bold in the attached draft By-law. These revisions include:

- i) 1.0, Definitions, Council and Meeting revisions, Conflict of Interest defined
- ii) 3.0, Location, Times and Notice of Meetings, now required by the *Municipal Act, 2001* (the Act)
- iii) 4.0, Meetings of Council, new wording from the Act allowing a closed session meeting for training or education and requirement to give notice of same
- iv) 6.0, Role of the Mayor, new wording from the Act, existing wording struck out
- v) 7.0, Role of Council, new wording from the Act, not in current By-law
- vi) 9.0, Agenda, Declaration of **Conflict of Interest**, new earlier definition
- vii) 21.0, Committees, Head of Council to be ex-officio member

Other revisions Council may wish to include are:

2. Reconsideration

At present, section 18.0 of the By-law allows reconsideration of a previously determined matter with the consent of a majority of Council. Council may wish to revisit this so as to ensure matters surrounding a previous decision have been adequately addressed or reviewed prior to reconsideration.

3. Motion to End Debate

In some Procedural By-laws, the Head of Council is enabled to request a Motion to End Debate, which would require a Mover and Secunder and which would be considered prior to the main Motion, including any amendments. This Motion would likely be rarely used, with the Mover speaking first and last on the main Motion.

4. Committees

Consideration for Committee members representing the public-at-large to be qualified as electors in the municipality, unless otherwise provided for in some Act.

C. The Blue Mountains Strategic Plan

Goal	Providing a strong, well managed municipal government
Action	Practice open and proactive communications Implement processes for continuous improvement

D. Budget Impact (cc: Treasury if required)

None.

E. Attached (Relevant documentation not personal information about an identifiable person)

1. Draft By-law for governing the calling, place and proceedings of meetings of the Municipal Council for the Town of The Blue Mountains.

Respectfully submitted,

Stephen Keast, Clerk