

**STAFF REPORT: ADMINISTRATION**



**REPORT TO: Council**  
**MEETING DATE: March 26, 2007**  
**REPORT NO.: A.07.16**  
**SUBJECT: Revisions to Procedural By-law**  
**PREPARED BY: Stephen Keast, Clerk**

**A. Recommendations**

THAT Council receive Staff Report A.07.16, "Revisions to Procedural By-law" and authorize Staff to finalize a revised By-law for enactment.

**B. Background**

As of January 1, 2007, revisions to the *Municipal Act, 2001* changed various references to municipal officers and practices and a revised Procedural By-law will bring the Town Procedural By-law into compliance with the Act.

Further, a Parliamentary Procedures workshop held February 21 and 22 yielded further consideration for revisions and "fine-tuning".

The changes are summarized as follows:

- 1.0, Quorum definition from workshop
- 3.4, Notice, formal requirement new to Act
- 4.2 h) and i), educating and training new to Act
- 6.1 and 6.2, Role of Mayor, new wording in Act
- 7.0, Role of Council, new wording in Act
- 9.1d), Declaration, change from pecuniary to conflict of interest meaning a pecuniary interest
- 11.2 and 11.3, Minutes, clarification of availability
- 16.1 and 16.4c), clarification from workshop
- 16.8, recorded vote, wording in Act except for "with the Chair voting last"
- 16.9, wording in Act, being the only reference in the Act that a failure to vote being a negative vote, therefore, in public session would show as abstained
- 16.10, clarification from workshop
- 18.3, Motion rules, table from workshop showing precedence for Motions
- 19.0, Reconsideration, previously "rescind", clarification from workshop
- 20.1 and 2, Procedural Appeals, clarification from workshop
- 21.1, Committees, Chairperson having a vote
- 21.2, Committees, Procedural By-law applies unless otherwise prescribed
- 21.4, Committees, Head of Council ex-officio member, standard municipal practice and reflective of Chief Executive Officer role

**C. The Blue Mountains' Strategic Plan**

Goal Providing a strong, well managed municipal government.

**D. Budget Impact**

None

**E. Attached**

Draft Procedural By-law with proposed revisions shown in **bold** or ~~strike through~~.

Respectfully submitted,

---

Stephen Keast, Clerk