

## BYLAW 20073

### Amendments to Bylaw 18155, Council Procedures Bylaw and Bylaw 18156, Council Committees Bylaw

#### RECOMMENDATION

1. That Bylaw 20073 be given the appropriate readings.
2. That, effective immediately, the following Councillors be appointed to the Code of Conduct Sub-Committee: Councillors \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_.

#### Purpose

This Bylaw amends Bylaw 18155, Council Procedures Bylaw and Bylaw 18156, Council Committees Bylaw to create a Code of Conduct Sub-Committee, to clarify the notice provision for Councillor Inquiries to be two business days and to provide housekeeping amendments to both bylaws.

#### Readings

Bylaw 20073 is ready for three readings.

A majority vote of City Council on all three readings is required for passage.

If Council wishes to give three readings during a single meeting, then prior to moving third reading, Council must unanimously agree "That Bylaw 20073 be considered for third reading."

#### Previous Council/Committee Action

At the February 22/24, 2022, City Council meeting the following motions passed:

1. That Administration return to City Council with amendments to Bylaw 18156, Council Committee Bylaw to reconstitute the Code of Conduct Sub-Committee of Council Services Committee similar to the previous committee.

and,

2. That Administration prepare the following amendment to Bylaw 18155, Council Procedures Bylaw:

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- Amend Section 24 (e) by adding the words “two business days”.

## **Report Summary**

This report provides recommendations to amend Bylaw 18155, Council Procedures Bylaw to add the words “two business days” for clarity on the notice requirements of Councillor Inquiries. Recommendations to amend Bylaw 18156, Council Committees Bylaw include reconstituting the Code of Conduct Sub-Committee of Council Services Committee. Housekeeping amendments are recommended to both bylaws to clarify wording and procedures.

## **REPORT**

Bylaw 18155, Council Procedures Bylaw, establishes procedures for the conduct of Council, Standing Committee and Council Committee meetings. Bylaw 18156, Council Committees Bylaw, prescribes the powers, duties and functions of the City’s Council Committees.

### **Bylaw 18155, Council Procedures Bylaw, Recommended Changes**

At the February 8, 2022, Council Services Committee, the Office of the City Clerk report OCC01048 on Agenda Management was considered. At the February 22/24, 2022, City Council meeting, Administration was directed to bring forward amendments to Bylaw 18155, Council Procedures Bylaw, to implement changes related to the notification period of Councillor Inquiries.

The purpose of the following amendment is to provide clarity to the notification period of Councillor Inquiries:

Amend Section 24 (e) by replacing the words “48 hours” with the words “two business days.

### **Bylaw 18156, Council Committees Bylaw, Recommended Changes**

At the February 22/24, 2022, City Council meeting, Administration was directed to bring forward amendments to 18156, Council Committees Bylaw, to reconstitute the Code of Conduct Sub-Committee of Council Services Committee similar to the previous committee.

The following amendments establish a temporary sub-committee of Council Services Committee named the Code of Conduct Sub-Committee, composed of four Councillors.

Sections 25.1, 25.2 and 25.3 are added following section 25, similar to Bylaw 18287, Council Committees Bylaw Amendment No. 2, passed at the January 23, 2018, City Council meeting:

Add Section 25.1 (1) A temporary sub-committee of Council Services Committee, named the Code of Conduct Sub-Committee, is established by this bylaw.

Add Section 25.1 (2) The mandate of the Code of Conduct Sub-Committee includes:

- (a) reviewing recommendations for changes to the Council Code of Conduct; and
- (b) any other matters referred to it by Council.

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Add Section 25.2: Immediately following the coming into force of this section, Council must appoint four Councillors to form the membership of the Code of Conduct Sub-Committee for the remainder of their term of office.

Add Section 25.3: The Code of Conduct Sub-Committee will follow all procedures prescribed by this and the Council Procedures Bylaw 18155 as if it was designated as a Standing Committee.

### **ATTACHMENTS**

1. Bylaw 20073 - Amendments to Bylaw 18155, Council Procedures Bylaw and Bylaw 18156, Council Committees Bylaw
2. Bylaw 18155, Council Procedures Bylaw, Redlined Version
3. Bylaw 18156, Council Committees Bylaw, Redlined Version

### **OTHERS REVIEWING THIS REPORT**

- M. Plouffe, City Solicitor