



7 November 2012

City Council Committee Report

To: Mayor and Council
Fr: Joanne L. McMillin, City Clerk
Re: Revised Procedural By-law

Recommendation:

That Council hereby authorizes the various and recommended changes and housekeeping items required to update the Procedural By-law in order that it continues to be in line with current practices and procedures that have been evolving over the last couple years; and

That in accordance with the Municipal Act, 2001, c.25, as amended public notice is hereby given that Council intends to adopt a new Comprehensive Procedural By-law as it provides for public notice of meetings; and further

That Council gives three readings to a by-law to establish Rules of Order and Procedures for the Council of the City of Kenora to take effect and come into force on December 1, 2012 at which time By-law Number 200-2010 will be repealed.

Background:

Over the last year or so I've been re-drafting and updating Council's Procedural By-law to address changing requirements. Most recently of course are changes regarding governance and revision to 'Portfolios' as well as the way in which reports will be released on the Portal in advance of Committee meetings. Several months' ago Fred Dean and I also did a comprehensive review of terminology and that type of thing and to address trends from other Councils regarding rules of order and procedures. There may possibly be upcoming changes required to the by-law to address any item relating to the eScribe Meeting Management system that may have an impact on procedures in due course.

A copy of the Draft By-law accompanies this report and changes are highlighted in red. Please pay special attention to those items highlighted in yellow as these are specific items that should be discussed. Fred Dean recommends the Property & Planning Committee meeting be referred to as "Committee of the Whole Property & Planning" as it is essentially a continuation of the regular Committee of the Whole meeting as it is part of the Portfolios and with all Members attending that meeting.

As a result of the Closed Meeting Investigator's report concerning a complaint regarding a September 8, 2008 closed meeting, those recommendations have also been incorporated into the Draft By-law under the Closed Meeting section and as set out in my report concerning same on the agenda for November 13, 2012.

Budget: N/A

Communication Plan/Notice By-law Requirements: Council, applicable staff, Portal.