

**THE REGIONAL MUNICIPALITY OF NIAGARA  
PROCEDURAL BY-LAW REVIEW COMMITTEE  
MINUTES - OPEN SESSION**

**PBLRC 1-2021  
Monday, November 15, 2021  
Committee Room 4 / Video Conference  
Regional Headquarters, Campbell West  
1815 Sir Isaac Brock Way, Thorold, ON**

Committee Members Present in  
Committee Room 4: Edgar (Committee Chair), Foster

Committee Members Present via Video  
Conference: Greenwood, Heit, Ip (Committee Vice-Chair)

Absent/Regrets: Bradley (Regional Chair), Rigby

Staff Present in  
Committee Room 4: A.-M. Norio, Regional Clerk

Staff Present via  
Video Conference: D. Barnhart, Executive Officer to the Regional Chair, D. Gibbs,  
Director, Legal and Court Services, M. Trennum, Deputy  
Regional Clerk, R. Tripp, Chief Administrative Officer

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**1. CALL TO ORDER**

Committee Chair Edgar called the meeting to order at 1:01 p.m.

**2. DISCLOSURES OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**3. PRESENTATIONS**

There were no presentations.

**4. DELEGATIONS**

There were no delegations.

**5. ITEMS FOR CONSIDERATION**

5.1 PBLRC-C 1-2021

Proposed Procedural By-law Amendments

Moved by Councillor Ip

Seconded by Councillor Greenwood

That Correspondence Item PBLRC-C 1-2021, being a memorandum from A.-M. Norio, Regional Clerk, dated November 15, 2021, respecting Proposed Procedural By-law Amendments, **BE RECEIVED** for information.

**Carried**

**Councillor Information Request(s):**

Consider language to address the number of delegations allowed at a meeting, while ensuring a balance of perspectives on any particular matter are presented to the Committee or Council. Councillor Ip.

Consider language requiring presenters and delegates to submit their presentation materials, speaking notes, or outline, including their position on the matter they are presenting or delegating on, for circulation with the agenda. Councillor Ip.

5.2 PBLRC-C 2-2021

Referral of Motion Respecting In-person and Virtual Hybrid meeting Model

Ron Tripp, Chief Administrative Officer, provided an overview of the matter and advised that staff are considering options to have Councillors return to in-person meetings. He advised that members of the public or media would not be permitted to attend in-person until Regional Headquarters is opened to the public.

Moved by Councillor Foster

Seconded by Councillor Heit

That Correspondence Item PBLRC-C 2-2021, being a memorandum from A.-M. Norio, Regional Clerk, dated November 15, 2021, respecting Referral of Motion Respecting In-person and Virtual Hybrid Meeting Model, **BE RECEIVED** for information.

**Carried**

**6. CONSENT ITEMS FOR INFORMATION**

Moved by Councillor Ip  
Seconded by Councillor Foster

That the following items **BE RECEIVED** for information:

PBLRC-C 3-2021  
Staff Response to Councillor Information Requests

PBLRC-C 4-2021  
Community member Conduct Guidelines

PBLRC-C 5-2021  
City of St. Catharines Procedural By-law

**Carried**

**Councillor Information Request(s):**

Provide information respecting Provincial statutes or regulations related to the appointment of Council and/or community members to the Region's Agencies, Boards and Commissions. Councillor Foster.

**7. OTHER BUSINESS**

There were no items of other business.

**8. NEXT MEETING**

The next meeting will be held at the call of the Committee Chair.

**9. ADJOURNMENT**

There being no further business, the meeting adjourned at 2:09 p.m.

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Kelly Edgar  
Committee Chair

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Matthew Trennum  
Deputy Regional Clerk

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Ann-Marie Norio  
Regional Clerk