
MEMORANDUM

PBLRC-C 1-2019

Subject: Procedural By-law Review Committee History

Date: April 10, 2019

To: Procedural By-law Review Committee

From: Ann-Marie Norio, Regional Clerk

The Procedural By-law Review Committee (PBLRC) was established by Council in 2015 with the following goals:

- (a) Develop recommendations for change with a public and Councillor consultation process;
- (b) Conduct work in accordance with Council's approval;
- (c) Submit a report to Council for policy approval; and
- (d) Draft and submit a by-law for Council consideration.

The Committee held 18 meetings, including public consultation, and developed a Procedural By-law Review Comparison Chart: Selection, Options and Considerations. The Chart contains 52 themes and the selected options were highlighted in yellow. Through each meeting staff were directed to undertake research and consultation to include the directions and chosen options for inclusion in a proposed Procedural By-law.

The Committee had a meeting scheduled on March 19, 2018, to review a redline version of the By-law showing the proposed changes as directed by the Committee. The intention was to have the Committee approve the by-law and then hold a Committee of the Whole meeting to allow Council to consider those suggested changes. Unfortunately the meeting on this date did not achieve quorum and the work of the Committee stalled.

Committee members will recall that there have been some recent amendments to the By-law to ensure compliance with legislative changes. In total, the By-law has been amended 19 times, creating a document that is cumbersome to manage and difficult to read. As a result, the recommendation is that a new By-law be prepared. This will allow staff the opportunity to make housekeeping and legislative changes in addition to those suggested by the Committee. If Committee is supportive of this approach, staff will begin work on a new by-law, with continued input from the Committee.

Respectfully submitted and signed by

Ann-Marie Norio
Regional Clerk