

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

**PBLRC 1-2019
Wednesday, April 10, 2019
Campbell East (CE) 101
Niagara Region Headquarters, Campbell East
1815 Sir Isaac Brock Way, Thorold, ON**

Committee: Edgar (Committee Chair), Foster, Greenwood, Heit, Ip
(Committee Vice-Chair), Rigby

Absent/Regrets: Bradley (Regional Chair), Chiocchio

Staff: D. Gibbs, Director, Legal and Court Services, A.-M. Norio,
Regional Clerk, M. Trennum, Deputy Regional Clerk

1. CALL TO ORDER

Matthew Trennum, Deputy Regional Clerk, called the meeting to order at 3:00 p.m.

2. DISCLOSURES OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

3. SELECTION OF COMMITTEE CHAIR AND VICE CHAIR

3.1 Call for Nominations for Committee Chair

Matthew Trennum, Deputy Regional Clerk, called for nominations for the position of Chair of the Procedural By-law Review Committee for the 2019-2020 term.

Moved by Councillor Rigby
Seconded by Councillor Greenwood

That Councillor Edgar **BE NOMINATED** as Chair of the Procedural By-law Review Committee for a two-year term (2019-2020).

3.2 Motion to Close Nominations for Committee Chair

Matthew Trennum, Deputy Regional Clerk, called a second and third time for nominations for the position of Procedural By-law Review Committee Chair.

There being no further nominations it was:

Moved by Councillor Rigby
Seconded by Councillor Heit

That nominations for the position of Chair of the Procedural By-law Review Committee for the 2019-2020 term, **BE CLOSED**.

Carried

3.3 Voting for the Position of Committee Chair

There being only one nominee for the position of Committee Chair, the Deputy Clerk announced that Councillor Edgar would be the Procedural By-law Review Committee Chair for a two-year term (2019-2020).

3.4 Call for Nominations for Committee Vice Chair

Matthew Trennum, Deputy Regional Clerk, called for nominations for the position of Vice-Chair of the Procedural By-law Review Committee for the 2019-2020 term.

Moved by Councillor Heit
Seconded by Councillor Edgar

That Councillor Ip **BE NOMINATED** as Vice Chair of the Procedural By-law Review Committee for a two-year term (2019-2020).

3.5 Motion to Close Nominations for Committee Vice Chair

Matthew Trennum, Deputy Regional Clerk, called a second and third time for nominations for the position of Procedural By-law Review Committee Chair.

There being no further nominations it was:

Moved by Councillor Greenwood
Seconded by Councillor Foster

That nominations for the position of Vice Chair of the Procedural By-law Review Committee for the 2019-2020 term, **BE CLOSED**.

Carried

3.6 Voting for the Position of Committee Vice Chair

There being only one nominee for the position of Committee Vice Chair, the Deputy Clerk announced that Councillor Ip would be the Procedural By-law Review Committee Vice-Chair for a two-year term (2019-2020).

At this point in the meeting, Councillor Edgar assumed the Chair.

4. PRESENTATIONS

4.1 Overview and History - Procedural By-law Review Committee

Ann-Marie Norio, Regional Clerk, provided information respecting Overview and History - Procedural By-law Review Committee. Topics of the presentation included:

- History
- Work to Date
- Key Facts
- Effect on Stakeholders
- Committee Goals
- Next Steps

Councillor Information Request(s):

Provide information respecting a comparison of Niagara Region's Procedural By-law and the procedures from similar-sized municipalities in Ontario and Niagara's local area municipalities. Councillor Foster.

Provide information respecting a comparison between Bourinot's Rules of Order and Robert's Rules of Order. Committee Members.

Provide a printed copy of PBLRC-C 01-2018, respecting Draft Procedural By-law and Related Materials, to the committee members. Councillor Heit.

5. DELEGATIONS

There were no delegations.

6. ITEMS FOR CONSIDERATION

There were no items for consideration.

7. CONSENT ITEMS FOR INFORMATION

Moved by Councillor Greenwood
Seconded by Councillor Foster

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

PBLRC-C 01-2019

Procedural By-law Review Committee History

PBLRC-C 02-2019

Procedural By-law Review Comparison Chart: Selections, Options and Considerations.

Carried

8. OTHER BUSINESS

8.1 Procedural By-law Review Committee Meeting Schedule

Councillor Ip requested staff conduct a poll of the Committee Members to determine a preferred meeting schedule for 2019.

9. NEXT MEETING

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

10. ADJOURNMENT

There being no further business, the meeting adjourned at 3:27 p.m.

Councillor Edgar
Committee Chair

Matthew Trennum
Deputy Regional Clerk

Ann-Marie Norio
Regional Clerk