
MEMORANDUM

PBLRC-C 4-2019

Subject: Comparison of Municipal Procedural By-laws

Date: June 17, 2019

To: Procedural By-law Review Committee

From: Ann-Marie Norio, Regional Clerk

At the Procedural by-law Review Committee meeting held on April 10, 2019, the Committee requested staff provide information respecting a comparison of Niagara Region's Procedural By-law and the procedures from similar-sized municipalities in Ontario as well as Niagara's local area municipalities.

The comparison table of Niagara's 12 local area municipalities is attached as Appendix 1 to this memorandum.

The comparison table of procedural by-laws from similar-sized municipalities in Ontario is attached as Appendix 2 to this memorandum. Staff were able to obtain and review the by-laws from the following municipalities:

- Durham Region (upper tier)
- City of Vaughan (lower tier)
- Peel Region (upper tier)
- York Region (upper tier)
- City of Hamilton (single tier)
- Halton Region (upper tier)

The by-laws were compared based on the following categories:

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| • curfew | • recorded votes |
| • quorum lost / regained | • other business listed as agenda item |
| • chair, ex-officio | • cancellation of meetings |
| • speaking length / number of times | • notice of motions |
| • presentations / delegations | • points of order |
| • chair voting / head of Council | • points of privilege |
| • reconsiderations | • votes requiring 2/3 majority |
| • code of conduct attached to by-law | • requirements to amend the by-law |
| • definitions of committee | • inaugural |
| • mechanisms to limit debate | |

Respectfully submitted and signed by

Ann-Marie Norio,
Regional Clerk

Appendices

**Appendix I Procedural By-law Review Comparison Table of Local Area
Municipalities**

**Appendix II Procedural By-law Review Comparison Table, Municipal
Comparators**