
Memorandum

PBLRC-C 2-2024

Subject: Consideration of Procedural By-law Amendment – Notice of Motion

Date: April 22, 2024

To: Procedural By-law Review Committee

From: Ann-Marie Norio, Regional Clerk

At its meeting held September 21, 2023, Regional Council approved the 2024 Legislative Schedule of Regular Meetings. The 2024 meeting schedule includes a gap week between Standing Committee and Council which allows for earlier issuance of the Council agenda (typically Tuesday the week before the meeting). This earlier agenda issuance allows the opportunity for members of the public to review the agenda in advance of the deadline to submit delegation requests which is the Friday the week before the meeting.

The Procedural By-law (Section 18.1(b)) provides that notices of motion shall be delivered to the Clerk not less than seven days prior to the date of the meeting at which the motion is to be introduced. This means that motions provided under this provision are not placed on the initial Council agenda but rather the addendum agenda. This doesn't allow the public to submit delegation requests prior to the deadline.

Staff are recommending that this section be amended to read as follows:

18.1 Except as otherwise provided in this By-law, all notices of Motion shall be:

- (a) presented at a meeting of Council, but shall not be debated until the next regular meeting of Council; or
- (b) delivered to the Clerk not less than ~~seven (7)~~ **ten (10)** days prior to the date of the Meeting at which the Motion is to be introduced.

Should Committee be supportive of this amendment, a motion would be required to initiate the necessary amendment to the Procedural By-law.

Respectfully submitted and signed by

Ann-Marie Norio, Regional Clerk