Minute No. 45
Report - Secretariat Committee – November 18, 2003

Item No. 1 **Amendments to the Procedure By-law**
File GK-4

COUNCIL DECISION:

Council concurred in the recommendation of the Secretariat Committee that the Procedure By-law No. 5400/90 be amended by:

1. renumbering Rule 3 to 3.1

2. adding a new Rule 3.2 to read as follows: "When a member moves to suspend any rule contained in this by-law, the member is entitled to speak for three minutes to explain the reason for making the motion to suspend the rule, and a member may speak for three minutes against the motion to suspend the rule"

3. deleting the first sentence of Rule 9.5(a) and replacing it with the following wording: "Where a Committee has prepared a Consent Agenda, the Committee Chairperson shall first move that the Consent Agenda, and any amendments by Executive Policy Committee, be adopted."

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DECISION MAKING HISTORY:

Moved by Councillor O'Shaughnessy,
That the recommendation of the Secretariat Committee be adopted.

Carried

SECRETARIAT COMMITTEE RECOMMENDATION:

On November 18, 2003, the Secretariat Committee recommended to Council that the Procedure By-law No. 5400/90 be amended by:

4. renumbering Rule 3 to 3.1

5. adding a new Rule 3.2 to read as follows: "When a member moves to suspend any rule contained in this by-law, the member is entitled to speak for three minutes to explain the reason for making the motion to suspend the rule, and a member may speak for three minutes against the motion to suspend the rule"

6. deleting the first sentence of Rule 9.5(a) and replacing it with the following wording: "Where a Committee has prepared a Consent Agenda, the Committee Chairperson shall first move that the Consent Agenda, and any amendments by Executive Policy Committee, be adopted."

ADMINISTRATIVE REPORT

RE: AMENDMENTS TO PROCEDURE BY-LAW 5400/90

FOR SUBMISSION TO: SECRETARIAT COMMITTEE

ORIGINAL REPORT SIGNED BY: RICHARD KACHUR, CITY CLERK

REPORT DATE: NOVEMBER 13, 2003

RECOMMENDATION(S):

That the Procedure By-law No. 5400/90 be amended by:

7. renumbering Rule 3 to 3.1

8. adding a new Rule 3.2 to read as follows: "When a member moves to suspend any rule contained in this by-law, the member is entitled to speak for three minutes to explain the reason for making the motion to suspend the rule, and a member may speak for three minutes against the motion to suspend the rule"

9. deleting the first sentence of Rule 9.5(a) and replacing it with the following wording: "Where a Committee has prepared a Consent Agenda, the Committee Chairperson shall first move that the Consent Agenda, and any amendments by Executive Policy Committee, be adopted."

REPORT SUMMARY:

Key Issues:

By-law amendments are required to reflect Council Member procedure preference at meetings.

Implications of the Recommendation(s):

General implications:
x None
? For the organization overall &/or for other departments
? For the community and/or organizations external to the City
? Involves a multi-year contract
Comment(s):

Policy implications:
x No
? Yes Comment(s):

Environmental implications:
x No
? Yes Comment(s):

Human Resources implications:
x No
? Yes Comment(s):

Financial implications:
? Within approved current and/or capital budget
? Current and/or capital budget adjustment required
Comment(s): There are no financial implications associated with the recommendation.

REASON FOR THE REPORT:

In accordance with Section 4 of the Procedure By-law No. 5400/90, all rules of procedure adopted by Council must be submitted to the Secretariat Committee prior to Council's consideration.

HISTORY:

The Procedure By-law No. 5400/90 regulates the procedure at meetings of Council and its Committees and is amended from time to time in order to enhance the meeting process.

DISCUSSION:

The Speaker has requested that the Procedure By-law be amended to provide for three (3) minutes of speaking time for a member wishing to suspend a rule and three (3) minutes for a member to speak in opposition to the proposed suspension of a rule, and to provide for Executive Policy amendments to be considered by consent.

FINANCIAL IMPACT STATEMENT:

There is no financial impact associated with the recommendations.

IN PREPARING THIS REPORT THERE WAS CONSULTATION WITH, AND CONCURRENCY BY:

Legal Services Division, Corporate Services Department

THIS REPORT SUBMITTED BY:
City Clerk's Department
Prepared by: Richard Kachur
File No. GK-4