

BYLAW NUMBER 20M2023

**BEING A BYLAW OF THE CITY OF CALGARY
TO AMEND BYLAW 35M2017,
THE PROCEDURE BYLAW**

WHEREAS Council has considered C2023-0409 and deems it necessary to amend Bylaw 35M2017, the Procedure Bylaw;

NOW, THEREFORE, THE COUNCIL OF THE CITY OF CALGARY ENACTS AS FOLLOWS:

1. Bylaw 35M2017, the Procedure Bylaw, as amended, is hereby further amended.

Amendments to the Standard Order of Business

2. In section 48 (the Standard Order of Business for Regular Council Meetings) the following is added to the bulleted list under “Items from Officers, Administration and Committees”, such that it appears as the first bullet immediately underneath it:

“

- Consent agenda items selected for debate;”

3. Section 50, the Standard Order of Business for Public Hearings of Council, is deleted in its entirety and the following is substituted:

“50. *Council – Public Hearing meetings*

- Call to order;
- Opening remarks;
- Recognitions;
- Question period;
- Confirmation of agenda;
- Consent agenda (*Omnibus Motion*);
 - Deferrals and Procedural requests;
- Planning matters for public hearing;
 - Postponed reports requiring a public hearing (*includes related/supplemental reports*),
 - Calgary Planning Commission reports, and
 - Other reports for public hearing (including non-statutory),
- Planning matters not requiring public hearing;
 - Postponed reports not requiring a public hearing (*includes related/supplemental reports*), and
 - Consent agenda items selected for debate;
 - Calgary Planning Commission reports;
 - Bylaw tabulations (related to planning matters);
- Non-planning items going directly to *Council*;
- Urgent business;

- Briefings;
 - Adjournment.”.
4. Section 72 is renumbered as section 72(1) and the following is added after it as section 72(2):
- “(2) Where a *Member* has selected a report from the *consent agenda* in order to vote in opposition to the item but that *Member* does not want to debate the item, the *Chair* may put that report on the agenda immediately following the *Consent Agenda Omnibus Motion*.”.

Remote Participation Amendments

5. The following is added to “Appendix E – Definitions” after section E.48:
- “E.48.1 “*Remote participation*” or “*participating remotely*” refers to a *Member* who attends a *Council* or *Council Committee* meeting in accordance with Appendix “F”,”.
6. Appendix F – Remote Participation at Meetings, is deleted in its entirety and the following is substituted:
- APPENDIX F – REMOTE PARTICIPATION AT MEETINGS**
- F.1 A *Member* may *participate remotely* in a *Council* or *Council Committee* meeting.
[MGA, s. 199(2)]
- F.2 A *Member* must *participate remotely* using electronic means that:
- (a) are a type of Voice Over Internet Protocol application (such as Microsoft Teams), or a conference call system (such as a phone bridge) that allows multiple callers in one call such that a person using the application or system can have their voice heard inside the physical meeting room; and
 - (b) is an application or system that allows a *Member participating remotely* to hear the voices of those physically present in the meeting room in near real-time.
[MGA, s. 199(3)]
- F.3 The exact type of application or system used for *remote participation* under section F.2 above will be determined by the *City Clerk*.
- F.4 *Remote participation* will only be used for meetings for which the City Clerk’s Office provides legislative services, including:
- (a) meetings of *Council*; and
 - (b) *Council Committee* meetings.
- F.5 In consultation with the *City Clerk*, the *Chair* can determine a limit to the number of *Members participating remotely* in a meeting.

- F.6 The *City Clerk* may request at *roll call*, and at any other time, that a *Member participating remotely* identify verbally that they are present in the meeting.
[MGA, s. 199(2) and (3)]
- F.7 For the purposes of determining the *Members* present at a meeting for any provision involving *quorum*, the *City Clerk* will include *Members participating remotely*.
- F.8 *Remote participation* is permitted in *Closed Meetings*.
- F.9 The *Chair* may request at any time during a *Closed Meeting* that a *Member participating remotely* identify themselves visually by turning on a camera that is connected to the application or system used for the meeting.
[MGA, s. 199(2) and (3)]
- F.10 The *City Clerk* must record in the minutes of every *Council* and *Council Committee* meeting the names of the *Members* who *participated remotely*, and whether such *remote participation* was for the whole meeting or part of the meeting.
- F.11 A *Member participating remotely* retains all other rights and privileges as stated in this Procedure Bylaw.
- F.12 The *Chair* may determine the practices necessary to ensure the efficient conduct of a meeting where one or more *Members* are *participating remotely*.”

Amendment to remote participation by members of the public

7. Subsection 86(4.1) is deleted and the following is substituted in its place as subsections (4.1) and (4.2):
- “(4.1) A person, group of persons or person representing them, who wish to address *Council* under subsection (4) above, may *participate remotely* provided that they pre-register with the *City Clerk’s Office* and have made arrangements for the use of a phone on the day of the meeting so that they can call the number provided by the *City Clerk’s Office* to facilitate *remote participation*.
[MGA, s. 216.4 and s. 199(3)]
- (4.2) The *City Clerk’s Office* will provide information related to meetings of *Council* and *Council Committees* to persons wishing to address *Council* under subsection (4.1) above by making it available electronically on the *City’s* public website.
[MGA, s. 216.4 and s. 199(3)]”.

Amendments to MGA Citations

8. In the references to the *Municipal Government Act* which follow provisions in the bylaw, the section number “230(1)” is deleted wherever it appears and the following is substituted in each place:
- “216.4”.

9. The following is added after section 29.1 as a left-justified MGA citation:

“[MGA, s. 199(2)]”.

Amendment to the Mandate and Powers of the Council Services Committee

10. In section B.7 of Appendix B (the Mandate and Powers of the Council Services Committee), subsection 1(b) is deleted.

Consequential Amendments

11. Bylaw 36M2021, the Councillors Budgets and Expenses Bylaw, as amended, is hereby further amended by:

- (a) deleting the word “and” at the end of subsection 10(k);
- (b) deleting the period “.” at the end of subsection 10(l) and substituting:
“; and”; and
- (c) adding the following after subsection 10(l) as subsection 10(m):
“(m) Approving or denying, in whole or in part, applications made to the Ward Community Event Fund for events or initiatives to be held in that *Councillor’s* ward, and making such decisions within the allocated amount set for that *Councillor’s* ward from the fund as a whole.”.

Amendments come into force

12. This Bylaw comes into force the day it is passed.

READ A FIRST TIME THIS ___ DAY OF _____, 2023.

READ A SECOND TIME THIS ___ DAY OF _____, 2023.

READ A THIRD TIME THIS ___ DAY OF _____, 2023.

MAYOR
SIGNED THIS ___ DAY OF _____, 2023.

CITY CLERK
SIGNED THIS ___ DAY OF _____, 2023.