

**Calgary**



# A Review of Council's Procedure Bylaw, 44M2006



PFC2017-0433  
2017 July 04



## Why a Review of the Procedure Bylaw

On 2014 March 26, Council approved the LGTF 2014–2017 Work Plan, which included direction for a review of the Procedure Bylaw.

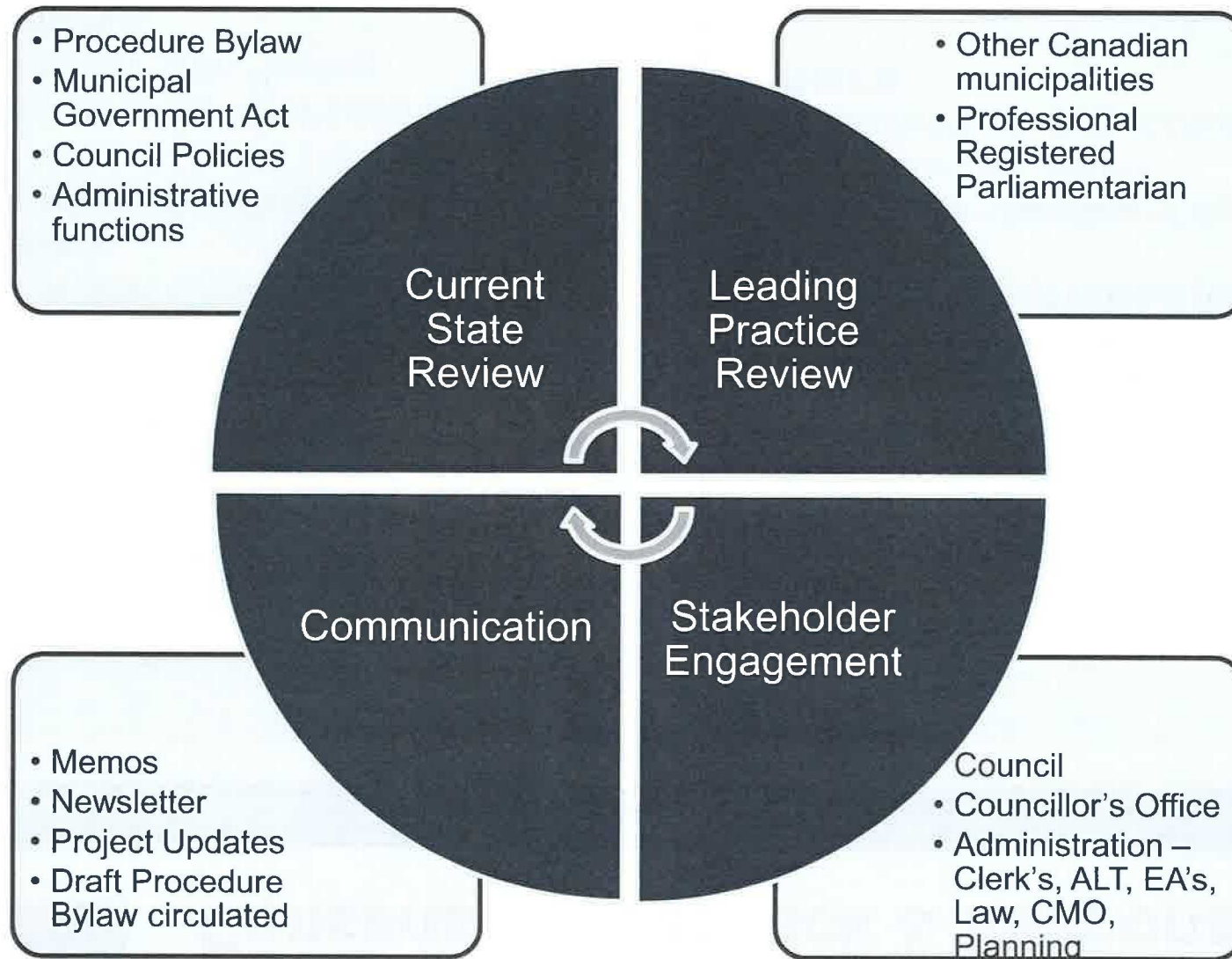
Objectives included:

- Facilitate more efficient Council and Committee meetings;
- Increase clarity and incorporate plain language principles;
- Provide flexibility;
- Respond to revisions to Provincial legislation that will impact meeting procedures; and
- Current, practical and easy to use.

Procedure Bylaw 44M2006 will be rescinded. The new Modernized Procedure Bylaw will take effect following the 2017 municipal election.



# Engagement







# Consensus Feedback & Responses

## Consensus Feedback

- a) Rules not clear and hard to find
- b) Disjointed flow of content
- c) Committee of the Whole (COTW) is confusing
- d) Tracking Administrative Inquiries
- e) Declaration of Interest – closed meetings
- f) 'For Information Only' reports
- g) Obsolete grouping of Land Use reports in Public Hearing meetings
- h) Simplify reconsideration motions

## Response

- a) Most frequently used rules organized into 'helpful tips' tables
- b) Improved organization of information
- c) Eliminate use of COTW
- d) Responses to Administrative Inquiries standardized
- e) No Declaration of Interest required to participate
- f) More efficient handling of 'For Information Only' reports
- g) Modernized grouping of Land Use reports
- h) Reconsiderations simplified

# Mixed Feedback & Responses

## Mixed Feedback

- a) Concern over the balance between too permissive and too restrictive
- b) When should debate begin?
- c) Improve transparency and accountability

## Response

- a) Only addresses substantive and straight-forward breaches of rules
- b) The intended 'flow' of an agenda item has been articulated in the proposed Bylaw, making it clear when debate of the substance of an item should begin
- c) Waiving notice of motion must meet the conditions for adding Urgent Business.

## Some Key Changes Proposed

- a) Participation at Standing Policy or Standing Specialized Committees
- b) A new approach to suspension of Procedure Bylaw requirements
- c) An efficient and focused approach to questions of clarification
- d) Allowing proponent clarifications at public hearings
- e) Routing Notices of Motion through PFC
- f) Establishing an authority for the Chair to require Notice to be provided for more complex Motions Arising



## **Additional Recommendation**

### **REFERRAL OF OPTION 2 'COUNCILLOR-AS-CHAIR-OF-COUNCIL'**

Direction from Priorities and Finance Committee to Administration on 2017 June 06 was to consider options for implementing a Councillor-as-Chair-of-Council presiding model.



## What is Not Currently Changing

- Powers & duties of Council's main Committees
- Councillors can attend meetings of Committees even if not appointed
- Question Period remains
- Changes in response to Municipal Government Act amendments are delayed, to be re-examined upon Bill 20 and companion regulation enactment
- Council still receives 'For Information Only' reports
- The Mayor presides at Council



## Opportunities for Future Improvements

- Procedure Bylaw will be re-examined for compliance following passage of the MMGA, Charter and associated Regulations;
- Public hearing efficiencies;
- Further options for 'Information Only' reports;
- Electronic voting option;
- Minutes review; and
- Guidebook to accompany the Modernized Procedure Bylaw.

## Recommendations

1. Consider the proposed Procedure Bylaw (Attachment 1 of the report) to regulate meetings of Council and its Committees, for three readings and adoption;
2. Consider the proposed amendments contained in Attachment 3 of the report to implement a Councillor-as-Chair-of-Council model for presiding of Council meetings; and
3. Direct Administration to bring forward a Procedure Bylaw review on the items listed in “Opportunity For Future Improvements” contained on Page 7 of the report, no later than Q4 2018.