

BYLAW NO. 2020-5

THE PROCEDURE AMENDMENT BYLAW, 2020

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

1 The purpose of this Bylaw is to amend Bylaw 9004, being *The Procedure Bylaw*, to reinstate the requirement for delegations to submit a brief.

2 Subsection 16(1) of Bylaw 9004 being, *The Procedure Bylaw*, is repealed and the following substituted:

“(1) Every delegation wishing to appear before Council shall:

(a) Submit a letter to the City Clerk requesting to appear as a delegation including the date of the meeting at which they wish to appear, the subject or topic to be discussed, the name and correct mailing address of the spokesperson, and telephone number where the representative of the delegation can be reached during the day; and

(b) Submit a brief clearly setting out the full text of their presentation and the request being made of Council.”

3 The following section is added after subsection 16(2) of Bylaw 9004:

“(2.1) When the spokesperson appears before Council, he or she may either make the presentation submitted pursuant to clause (1)(b) or provide a verbal summary of that presentation, subject to the time limits in subsection (9).”

4 Subsection 16(7) of Bylaw 9004 is repealed and the following substituted:

“(7) Notwithstanding Subsections (1) and (2), any person or group of persons wishing to bring any matter to the attention of Council at its next meeting, who have not complied with Subsection (1), shall immediately submit a written brief to the City Clerk and the following shall apply:

(a) If the brief deals with a subject which is not listed on the Council agenda by way of a Mayor's, Administration's, Committee or Informational Report or a Bylaw, the brief shall be placed, by the City Clerk, on the next Council agenda under the Referred Delegation Section, except when the brief is a request for a proclamation, in which case it shall immediately be referred to the Mayor.

(b) If the brief deals with a Mayor's, Administration's, Committee or Informational Report or a Bylaw, the City Clerk shall distribute prior

Approved as to form this _____ day of _____, 20____.

City Solicitor

to the meeting to all members of Council a copy of the brief and Council may, at its discretion move to add the brief to the agenda.”

5 The following subsection is added after subsection 16(7) of Bylaw 9004:

“(8) The Mayor, or in his absence the Deputy Mayor, shall advise the spokesperson before they commence their presentation, that they must confine their comments to the contents of the brief they filed with the City Clerk or to a verbal summary of that brief.”

6 Clause 16(10)(e) of Bylaw 9004 is repealed and the following substituted:

“(e) addresses issues not contained within the brief.”

7 Clause 16(11)(d) of Bylaw 9004 is repealed and the following substituted:

“(d) After the related item on the agenda has been debated and there has been a resolve of the item, the delegation's brief shall be deemed to have been received and filed and no motion shall be required, unless the item has been disposed of by the resolve of the item;”

8 Clause 16(11)(e) of Bylaw 9004 is repealed and the following substituted:

“(e) Notwithstanding the above, Council may alter the resolve of the delegation's brief, from receive and file, by introducing a motion to take some other action with respect to the brief.”

9 Subsection 16(12) of Bylaw 9004 is repealed and the following substituted:

“(12) When Council considers briefs under the Referred Delegation Section of the agenda, the following procedure shall be followed:

(a) The briefs shall be deemed to be referred to the committee set out in the City Clerk's recommendation and no motion shall be required.

(b) Notwithstanding (a) above, Council may by motion alter the committee to which the City Clerk recommended that the briefs be referred.

(c) At no time will a delegation, related to a brief under the Referred Delegation Section, be permitted to address City Council.

(d) The delegation shall be advised of the committee to which the brief has been referred and the time and place of the next meeting of that

committee and shall have the right to attend that meeting and to make a presentation.”

10 This Bylaw comes into force on the day of passage.

READ A FIRST TIME THIS 29th DAY OF January 2020.

READ A SECOND TIME THIS 29th DAY OF January 2020.

READ A THIRD TIME AND PASSED THIS 29th DAY OF January 2020.

Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk

ABSTRACT

BYLAW NO. 2020-5

THE PROCEDURE AMENDMENT BYLAW, 2020

PURPOSE:	To amend Bylaw 9004, <i>The Procedure Bylaw</i> , to reinstate the requirement for delegations to provide a brief to Council.
ABSTRACT:	This Bylaw reinstates the requirement for delegations to provide a brief.
STATUTORY AUTHORITY:	Section 55.1 of <i>The Cities Act</i>
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	N/A
PUBLIC NOTICE:	Pursuant to section 55.1 of <i>The Cities Act</i> , public notice is required for changes to the City's procedure bylaw. Public notice was provided pursuant to sections 101 and 102 of <i>The Cities Act</i> and Bylaw 2003-8 being <i>The Public Notice Policy Bylaw</i> . Public Notice was provided in the Leader Post, the City's public notice board and the City's website on November 30, 2019. At the December 16, 2019 City Council meeting, Council decided not to approve of the recommendation to remove the requirement for delegations to provide a brief. Given this direction, this Bylaw reinstates the brief requirement. The reinstatement of the brief requirement was advertised in the Leader Post, on the City's public notice board and the City's website on January 22, 2020.
REFERENCE:	Report CR19-114 from the December 4, 2019 Executive Committee meeting and removal of resolution 2(d) from the December 16, 2019 City Council meeting.
AMENDS/REPEALS:	Amends Bylaw 9004
CLASSIFICATION:	Administrative

INITIATING DIVISION: City Manager's Office

INITIATING DEPARTMENT: City Clerk