



## 2022 City Council and Committee Meeting Calendar

<b>Date</b>	November 24, 2021
<b>To</b>	Mayor Masters and City Councillors
<b>From</b>	Executive Committee
<b>Service Area</b>	Office of the City Clerk
<b>Item #</b>	CR21-159

### RECOMMENDATION

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That City Council:

1. Approve the 2022 meeting schedule of City Council as outlined in Appendix A:
  - a. City Council to meet every second Wednesday commencing at 9:00 a.m.;
  - b. Distribution and release of Council agendas and meeting materials is the Friday afternoon 13 days prior to the meeting, with the deadline moved to the preceding Thursday in instances where a statutory holiday falls on a Friday;
  - c. Deadline for written submissions from delegations to City Council is 1:00 p.m., the Thursday immediately preceding the Council meeting;
  - d. Council will recess for 30 minutes after meeting for 3 hours, if the agenda is not completed, with discretion provided to the chair to facilitate the hearing of delegations and/or progress of the report under consideration at that time.
  - e. Meetings will adjourn at 5:00 p.m. or earlier, unless a motion is passed to extend the meeting.
2. Approve the 2022 meeting schedule for Executive Committee as outlined in Appendix A:
  - a. Executive Committee to meet every second Wednesday at 9:00 a.m. on alternating weeks;
  - b. Distribution and release of Executive Committee agendas and meeting materials is the Friday afternoon 13 days prior to the meeting, with the deadline moved to the preceding Thursday in instances where a statutory holiday falls on a Friday;

- c. Deadline for registering to address Executive Committee is 1:00 p.m., the Thursday immediately preceding the committee meeting.
3. Approve the 2022 meeting schedule for the Regina Planning Commission, Community Wellness Committee and Operations & Community Services Committee as outlined in Option 1 of this report and the following:
  - a. Distribution and release of agendas and materials is the Friday afternoon 12 days prior to the meeting;
  - b. Deadline for registering to address the Commission or the committees is 1:00 p.m., the Thursday immediately preceding the commission/committee meeting;
  - c. Committees will recess for 30 minutes after meeting for 3 hours, if the agenda is not completed, with discretion provided to the chair to facilitate the hearing of delegations and/or progress of the report under consideration at that time;
  - d. Committees will adjourn 5 hours after the start of the meeting or earlier, unless a motion is passed to extend the meeting.
4. Approve the following administrative revisions to *The Procedure Bylaw*:
  - a. All agenda items and related meeting materials for meetings of City Council or Executive Committee must be submitted in writing to the City Clerk before the Thursday afternoon 14 days prior to the meeting, with the deadline moved to the preceding Wednesday in instances where a statutory holiday falls on a Tuesday;
  - b. All agenda items and related meeting materials for meetings of the Regina Planning Commission, Community Wellness Committee and Operations & Community Services Committee must be submitted in writing to the City Clerk before the Thursday afternoon 13 days prior to the meeting, with the deadlines moved to the preceding Wednesday in instances where a statutory holiday falls on a Tuesday;
  - c. Remove the reference to Prayer in the section "Order of Business at Meetings";
  - d. Remove the requirement for Council members, Administration and Delegations to "stand" when speaking at City Council;
5. Remove MN21-5 from the List of Outstanding Items for City Council.
6. Direct the City Solicitor to make the necessary amendments to *The Procedure Bylaw, Bylaw No. 9004* as outlined in this report and that these be considered by City Council at its meeting of November 24, 2021.
7. Approve that a mandatory mid-session recess be called for 15 minutes, every 90 minutes of all City Council and Committee meetings.
8. Replace all references to "he/his" and "she/her" to "they" and "their" in *The Procedure Bylaw, Bylaw No. 9004*.

9. Direct the City Clerk to investigate the implications, costs and timing of implementing full-time City Councillor positions and conduct consultations with other comparative municipalities by Q3 of 2022.

## HISTORY

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At the November 4, 2021 meeting of Executive Committee, the Committee considered the attached EX21-75 report from the Office of the City Clerk.

The Committee adopted a resolution to concur in the recommendations contained in the report after adding the following recommendations:

7. That a mandatory mid-session recess be called for 15 minutes, every 90 minutes of all City Council and Committee meetings.
8. That *The Procedure Bylaw, Bylaw No. 9004* be amended to replace all references to “he/his” and “she/her” to “they” and “their”.
9. That item 3. (a), (b) & (c) be removed and remain with the status quo.
10. That the City Clerk be directed to investigate the implications, costs and timing of implementing full-time City Councillor positions and conduct consultations with other comparative municipalities by Q3 of 2022.

Recommendation #7 of the attached report does not require City Council approval.

Respectfully submitted,

EXECUTIVE COMMITTEE

  
Jim Nicol, City Clerk 11/5/2021

## ATTACHMENTS

EX21-75 2022 City Council and Committee Meeting Calendar  
Appendix A - 2022 Council and Committee Meeting Calendar