

BYLAW NO. 2018-61

THE PROCEDURE AMENDMENT BYLAW, 2018

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 revise the timelines for distributing agendas for Council and Committee meetings and submitting materials for Council and Committee meetings.
- 2 Bylaw 9004, being *The Procedure Bylaw*, is amended in the manner set forth in this Bylaw.
- 3 Subsection 9(2) is repealed and the following substituted:

“(2) The City Clerk shall ensure copies of the agenda are:
 - (a) distributed to each member, the office of the City Manager and the City Solicitor so that it will be received in each case not later than the afternoon of the Wednesday preceding the meeting of Council for which it was prepared;
 - (b) distributed to heads of the City departments who are entitled to receive copies, and
 - (c) made available on the city website to the news media, and the general public.”
- 4 Subsection 9(3) of Bylaw 9004, being *The Procedure Bylaw* is amended by striking out “in the afternoon on the Thursday in the week preceding the meeting of Council” and substituting “in the afternoon on the Tuesday in the week preceding the meeting of Council”.
- 5 Subsection 34(6) of Bylaw 9004, being *The Procedure Bylaw* is amended by striking out “within the established deadlines, usually 2 1/2 working days prior to the meeting” and substituting “in the afternoon on the Tuesday the week preceding the meeting of the Committee at which the material is to be presented”.

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

City Solicitor

6 This Bylaw comes into force on February 1, 2019.

READ A FIRST TIME THIS 17th DAY OF December, 2018.

READ A SECOND TIME THIS 17th DAY OF December, 2018.

READ A THIRD TIME AND PASSED THIS 17th DAY OF December, 2018.

Mayor

City Clerk

(SEAL)

CERTIFIED A TRUE COPY

City Clerk

ABSTRACT

BYLAW NO. 2018-61

THE PROCEDURE AMENDMENT BYLAW, 2018

PURPOSE:	The purpose of this Bylaw is to amend <i>The Procedure Bylaw</i> to change the timeline for distributing agendas to the Wednesday preceding the Council meeting and requires all material to be placed on an agenda, including written submissions to appear as delegations to be submitted on the Tuesday the week preceding the Council meeting at which the material is to be presented. This also requires submissions for Committee meetings to be submitted on the Tuesday the week preceding the Committee meeting at which the material is to be presented.
ABSTRACT:	This Bylaw makes changes to the timelines for distributing agendas and submitting materials for Council and Committee meetings.
STATUTORY AUTHORITY:	Sections 55 and 55.1 of <i>The Cities Act</i> ,
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	N/A
PUBLIC NOTICE:	Public Notice is required because this Bylaw makes amendments to Bylaw 9004, <i>The Procedure Bylaw</i> and public notice is required pursuant to section 55.1 of <i>The Cities Act</i> . Public Notice was provided on November 10, 2018.
REFERENCE:	Report EX18-26 and EX 18-27 from the November 14, 2018 Executive Committee meeting
AMENDS/REPEALS:	This bylaw amends Bylaw 9004
CLASSIFICATION:	Administrative
INITIATING DIVISION:	City Manager's Office
INITIATING DEPARTMENT:	City Clerk