



Office of the Commissioner  
Corporate Services

## Memorandum

To: Regional Council

From: Dino Basso  
Commissioner of Corporate Services

Date: May 10, 2018

Re: **Updated Procedure Bylaw Provisions relating to  
Notices of Motion**

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On April 19, 2018 Council considered an updated Procedure Bylaw. Council was satisfied with the proposed amendments related to recent changes to the *Municipal Act* and other minor housekeeping updates.

However, Council referred the proposed Bylaw to staff to incorporate additional amendments to the Notice of Motion process – specifically to provide for a process that puts the Notice of Motion process into the jurisdiction of Committee of the Whole rather than Regional Council.

The updated Bylaw is attached to this agenda. The bulk of the updated amendments are to Section 17 of the Bylaw which deals in detail with the Notice of Motion process. However, there are several other amendments throughout the Bylaw which are necessary adjustments to facilitate the new process.

Table 1 shows a summary of the proposed amendments relating to Notices of Motion.

**Table 1**  
**Update Procedure Bylaw Provisions relating to Notices of Motion**

Section	Topic	Rationale
1.1 (u)	Definitions	Updated the definition of “Notice of Motion” to reflect new process
6.1(j)	Council Agendas	Clarified that the only Notices of Motion on Council agendas will relate to reconsiderations
17	Notices of Motion	Significantly rewritten to reflect the new process
21.11	Committee of the Whole agendas	Updated to include Notices of Motion and Motions Arising from Notices of Motion

Council should note that this memorandum only highlights the additional amendments relating to Notices of Motion. The amendments already considered in April 2018 that arise from changes to the *Municipal Act* and other housekeeping updates remain included in the Bylaw presented today.

The earlier amendments include changes to open meeting exceptions, alternate members, the election of the Regional Chair and the start time of meetings. For a summary of those earlier amendments, Members can refer to the report submitted to Committee of the Whole on [April 12, 2018](#).

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Dino Basso  
 Commissioner of Corporate Services

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