



Council Member Motion
Committee of the Whole Meeting of June 11, 2020

Date: June 4, 2020

From: Councillors Thornton-Joe and Alto

Subject: Late Items for Agendas

Background:

Late items make it difficult for Councillors, the staff and members of the public to deal with. Councillors may not have time to thoroughly consider them and it may add to the length of meetings; it adds unanticipated work to staff; and it does not allow the public time to consider and respond to. Other municipalities have bylaws in regards to late items.

Council's informal process involves submission of motions from Council members to be received for agenda publishing by 11 am on the Friday before the meeting in order to publish with the agenda on the Friday afternoon. There are many late motions that come forward up to and including the day before the meeting. The Council Procedures Bylaw currently requires written notice of motions must be received by the City Clerk at least 24 hours before the meeting.

As well staff reports do on occasion, arrive after the Friday agenda publishing and these also add to the issues noted above. Typically this is because they are time sensitive or for other reasons they have not been completed in order to publish on Friday. Generally, staff reports that come late have place holders in the agenda, and are identified ahead of time for council or are anticipated as part of the ongoing work on strategic plan items, the financial plan, or standard business flow to Council for decisions.

Motion:

That Council direct staff to bring forward amendments to the Council Procedures Bylaw so that:

1. Council member motions must be submitted by the Friday of publishing by 11am to be included in the following week's agenda.
2. Any late motions submitted after this time will be put into a new section of the agenda called "Late Items".
3. At the beginning of COTW meeting Council will vote on each late item to decide whether it will be included in the meeting. To have motion added will require a 2/3 vote of members present at the meeting.
4. If the meeting goes past 2pm, all late items will be moved to the following weeks meeting unless a 2/3 majority vote of council members present supported it being addressed after 2pm at that meeting.

Respectfully submitted,

A handwritten signature in cursive script that reads "Charlayne Thornton-Joe".

Councillor Thornton-Joe

A handwritten signature in cursive script, likely reading "Alto".

Councillor Alto