

**Procedural By-Law Revision – Update from Council Comments September 6, 2022 meeting**

<b>Current Wording</b>	<b>Proposed Changes</b>	<b>Rational</b>	<b>Council Comments</b>
<b>General Provisions (section 3 current bylaw)</b>			
Replacement – gender neutral language: Section 3.1:  “Throughout this by-law, the words “he” and “his” shall, where appropriate; be deemed to read “she” and “her”, “they” and “them”.”	“Throughout this by-law the terms “they”, “them” and “their” shall be used and be deemed, as the context may require, to refer to “she”, “her” and “her’s” or to “he”, “him” and “his”, as applicable.”  Gender neutral language has been updated throughout the by-law	Administrative: Inclusivity/Modernization – This change to gender neutral language can help remove unintended biases and can show that roles or policies are designed to include a wide diversity across all gender identities. Changes include changing gendered nouns (chairman) to gender neutral version (chairperson or chair) and gendered pronouns (he/him/ his she/her/hers) to gender neutral (they and them)	Council request to update gender neutral language throughout the by-law.
<b>Committees/General Rules of all Council Committees</b>			
15.9 Members of Council  a)Members of Council may attend Meetings of any advisory committee of which they are not members: i.        their attendance does not count towards quorum; and ii.       they do not have the privilege of voting; and iii.      they may not address the Committee without the permission of the chair.	15.9 a) no changes recommended by staff  15.13 is to be deleted as is largely a duplication of 15.9 a) except for reference to quorum.  “15.13.        Attendance: a)Members of Council may attend meetings of any Advisory Committee of which they are not Members, but shall not have the privilege of voting and may not address the Committee without the permission of the Chair.”  15.9 b) no changes recommended by staff.	Administrative: 15.13 is a duplication of 15.9 a)  15.9 b) If more than a quorum of Council members attend a meeting and the subject matter under discussion would form the normal or regular basis of “council business”, then the danger is that council is meeting illegally in contravention of the open meeting rule (i.e. no notice given that a council meeting is taking place).	Council request to clarify sections 15.9a) and b), specifically as follows: being, the necessity of the restrictions of not more than three members of Council present at any Committee of Council (as there may be occasions when this was desired or necessary); and a review to determine whether Section 15.9a) is a

b)There are not to be more than three (3) members of Council present at any Committees of Council including but not limited to Special Purpose Committee, Ad Hoc Committee, Advisory Committee or Task Force in order to prevent Council quorum.”		<p>The fact that this clause is removed from the Procedure By-law does not mean that Council members are entitled to attend meetings with a majority of other members and not create an issue. Including it in the Procedural By-law would draw attention to the concern of having more than a majority of members of Council attend and participate in a committee meeting.</p> <p>If Section 15 b) is removed, then Council members just need to be cautioned and instructed that any gathering in which more than a quorum of members attend where “Council business” is being discussed could possibly raise the question of whether the meeting was properly held in accordance with s. 239 of the <i>Municipal Act</i>, 2001.</p>	duplication of Section 15.13.
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