

Request for Decision

Title	Bylaw 1596/22 – Amendment to Bylaw 1301/13 – Procedure Bylaw – First Reading
Proposed Motion	That Council give first reading of Bylaw 1596/22.
Administrative Recommendation	Administration recommends that Council give first reading of Bylaw 1596/22 to amend the Procedure Bylaw to promote Capital Committee and Council Budget Meeting efficiency by requiring motions recommending or making a financial commitment to be seconded.
Previous Council / Committee Direction	None.
Report	<p><u>Background Information</u></p> <ul style="list-style-type: none"> • Section 145(b) of the <i>Municipal Government Act</i> provides that Council may pass bylaws in relation to the procedures to be followed in meetings of Council, council committees, and other bodies established by Council. • Council has passed Bylaw 1301/13, the Procedure Bylaw. The consolidated Procedure Bylaw is provided in Attachment 2. • In February 2022, Council passed Bylaw 1580/22 to establish the Capital Committee. The Capital Committee’s mandate includes: <ul style="list-style-type: none"> ○ evaluating, prioritizing, and recommending projects to be funded in the multi-year capital budget within the funding allocations determined by Council; ○ recommending the timing and sequencing of projects prior to commencement within the multi-year capital budget and subsequent multi-year capital plan; and ○ recommending amendments to the capital budget and plan, including deferral or removal of projects to rebalance within the funding constraint. • As part of the annual budget process, Council holds Budget Meetings to consider the Budget proposed by Administration. Through this process, in addition to considering Capital Committee recommendations, Councillors may make motions to amend the proposed Budget by adding or deleting proposed projects or programs.

- Although unwritten in the existing Procedure Bylaw, by convention, motions made at Sturgeon County Council and council meeting meetings do not require a seconder. This is appropriate given the small size of these assemblies.
- During Capital Committee and Council Budget Meetings, where there can be many requests under consideration, Administration recommends that motions that recommend financial commitments (Capital Committee Meetings) or make financial commitments (Council Budget Meetings) be seconded.
- Pursuant to *Robert's Rules of Order Newly Revised, 12th Edition*, which is the procedural reference guide established by Bylaw 1301/13, seconding a motion means that a member of the assembly agrees that a motion should come before the assembly for consideration, and not that he or she necessarily favours the motion.
- To ensure meeting efficiency at Capital Committee and Council Budget Meetings where there is potential for a large volume of motions, Administration proposes that Council pass Bylaw 1596/22, which would require motions made at Capital Committee and Council Budget Meetings to be seconded.
- Consistent with the current convention, motions made at all other Council and committee meetings would not require a seconder.
- Administration recommends that Council give first reading of Bylaw 1596/22. If there is unanimous support to pass the Bylaw, Council may consider three readings of the Bylaw at the June 14, 2022 Regular Council Meeting.

External Communication

- External communication will occur through coverage of Council Meeting deliberations.

Relevant Policy/Legislation/Practices

- *Municipal Government Act*, section 145(b)
- Consolidated Procedure Bylaw 1301/13

Implication of Administrative Recommendation

Strategic Alignment:

Collaborative Governance – Amending the Procedure Bylaw to require identified motions at Capital Committee and Council Budget Meetings to be seconded will contribute to meeting efficiency, ensuring that there is broad support to consider a motion prior to it being debated by the Capital Committee or by Council.

Organizational:

The proposed bylaw would increase meeting efficiency and reduce Administration's time preparing information in response to motions that at least two Councillors do not wish to consider.

Financial:

None.

Alternatives Considered	Council could defeat Bylaw 1596/22 at first reading.
Implications of Alternatives	<p><u>Strategic Alignment:</u> Collaborative Governance – If Council defeats Bylaw 1596/22 at first reading, the Procedure Bylaw would not be amended, and Capital Committee and Council Budget Meeting efficiencies would not be experienced.</p> <p><u>Organizational:</u> None.</p> <p><u>Financial:</u> None.</p>
Follow up Action	1. Bring Bylaw 1596/22 to a future Council meeting for consideration of second and third reading (Legislative Services, June 2022).
Attachment(s)	1. Bylaw 1596/222 2. Consolidated Procedure Bylaw 1301/13
Report Reviewed by:	Jesse Sopko, General Manager, Corporate Services Andrew Hayes, General Manager, Financial Services & Chief Financial Officer Reegan McCullough, County Commissioner – CAO

Strategic Alignment Checklist

Vision: *Offering a rich tapestry of historical, cultural, and natural experiences, Sturgeon County is a municipality that honours its rural roots and cultivates desirable communities. Uniquely situated to provide world-class agricultural, energy, and business investment opportunities, the County prioritizes responsible stewardship and dreaming big.*

Guiding Principles: Collaboration | Accountability | Flexibility | Excellence | Safety | Future Readiness | Affordability | Innovation

Community Outcome	Not consistent	Consistent	N/A
Planned Growth			
<ul style="list-style-type: none"> Internationally competitive to attract, grow and sustain diverse businesses; tenacious focus on new growth and innovation 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Modern broadband and digital capabilities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Low cost, minimal red-tape regulations 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Reliable and effective infrastructure planning; comprehensive land use and infrastructure planning 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Thriving Communities			
<ul style="list-style-type: none"> Beautiful, surprising places with high standards; integrated natural spaces & trail systems; healthy and resilient 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Engaging cultural, historical, and civic amenities; strong community identity and pride 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Safe, welcoming, and diverse communities; small community feel and personal connection; commitment to high quality of life 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Environmental Stewardship			
<ul style="list-style-type: none"> Clean air, land, and water; Carbon neutral municipal practices; circular economy opportunities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Conservation of natural areas and agricultural lands; enhanced greening and biodiversity; safekeeping ecosystems 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Sustainable development; partnerships with industry and others to drive emission reductions 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Collaborative Governance			
<ul style="list-style-type: none"> Predictable and stable external relationships; volunteer partnerships 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Meaningful connections with Indigenous communities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Ongoing community consultation and engagement; transparent and action-oriented decision making based on sound rationale 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Respectful and informed debate; clear and supportive governance processes 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Operational Excellence			
<ul style="list-style-type: none"> Engaged and effective people – Council, Admin and Volunteers; continuous learning and improvement mindset; nimble and bold, with strong leadership 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Quality cost-effective service delivery; robust procurement and operational practices and policies; asset management and performance measurement; careful debt and reserve stewardship; long-term financial planning and sustainability 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Future focused thinking to proactively respond to emerging opportunities and challenges 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Alternative revenue generation and service delivery models integrated strategic and business planning 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>