

Memorandum

Date: November 26, 2024
Submitted by: Legislative Services Division
Subject: Council Procedure Bylaw Amendment, Bylaw No. 3496 – Three Readings

At the November 19, 2024, Governance and Legislation Committee meeting, staff presented an informational memo (**Attachment 1**) advising that staff will be bringing forward housekeeping amendments to Council Procedure Bylaw No. 3393 at an upcoming meeting.

Updates to the Council Procedure Bylaw also provide an opportunity for Council to explore other overall enhancements.

Council discussed the amendments presented in the memo and provided the following additional direction:

- Deferring amendments to section 18.4 (Public Input) with respect to Council not receiving public input on matters where there is no Public Hearing pending clarification from the Province on the potential impacts/vulnerabilities to the City; and
- Changing the “unanimous” vote requirement to extending meetings that reach their limit to a “majority” vote for Council meetings (up to 60 minutes) and Committee meetings (30 minutes). Further extensions beyond those limits will then require a “unanimous” vote.

Through a motion arising, Council also amended the City’s Written Public Input Policy to require persons to include their name and city of residence in their submission. Those changes were ratified that evening and are currently in effect.

The proposed housekeeping amendments (incorporating Council’s comments) are intended to provide further clarity to the governance of Council’s meetings. The amendments are reflected in draft City of Port Moody Council Procedure Bylaw, 2023, No. 3393, Amendment Bylaw No. 2, 2024, No. 3496 (**Attachment 2**), which is presented to Council for consideration of first, second, and third readings.

The recommended resolution is:

THAT City of Port Moody Council Procedure Bylaw, 2023, No. 3393, Amendment Bylaw No. 2, 2024, No. 3496 be read a first, second, and third time as recommended in the memo dated November 26, 2024, from the Legislative Services Division regarding Council Procedure Bylaw Amendment, Bylaw No. 3496 – Three Readings.

Attachment(s)

1. Memo considered at the November 19, 2024, Governance and Legislation Committee meeting – Procedure Bylaw.
2. Draft City of Port Moody Council Procedure Bylaw, 2023, No. 3393, Amendment Bylaw No. 2, 2024, No. 3496.

Report Approval Details

Document Title:	Council Procedure Bylaw Amendment, Bylaw No. 3496 – Three Readings.docx
Attachments:	- Attachment 1 - Memo considered at the November 19, 2024, Governance and Legislation Committee meeting – Procedure Bylaw.pdf - Attachment 2 - Draft Council Procedure Bylaw, 2023, No. 3393, Amendment Bylaw No. 2, 2024, No. 3496.pdf
Final Approval Date:	Nov 20, 2024

This report and all of its attachments were approved and signed as outlined below:

Angie Parnell, General Manager of Corporate Services - Nov 20, 2024

Anna Mathewson, City Manager - Nov 20, 2024