The Corporation of the City of Peterborough

By-Law Number 17-168

Being a By-law to amend Chapter 16 of the City of Peterborough Municipal Code - Procedure

Whereas The Municipal Act, 2001, Section 238(2) requires that every municipality and local board shall pass a Procedure by-law for governing the calling, place and proceedings for meetings;

And Whereas it has been deemed necessary by the Council of the Corporation of the City of Peterborough to further amend Chapter 16 of the City of Peterborough Municipal Code;

Now Therefore, The Corporation of the City of Peterborough by the Council thereof hereby enacts as follows:

That Chapter 16 of the City of Peterborough Municipal Code - Procedure be amended as follows:

16.2.8 Standing Committee defined

That items (a) and (b) deleted and replaced with item (a) as follows:

(a) General Committee - to hold public meetings pursuant to the Planning Act, to review, discuss and make recommendations to Council on community planning matters and all general municipal matters other than budget or audit matters and concerns.

That the subsequent items in this section be renamed to reflect this change.

16.4.1 Inaugural time place held

That this section be replaced as follows:

The Inaugural Meeting of the Council after a regular election shall be held in the Council Chambers designated for such purpose by the Council of the City of Peterborough and shall be convened by the Clerk in a manner consistent with the Municipal Elections Act.

16.4.2 Regular schedule designated

That the following section be added:

General Committee and Council meetings, open to the public, shall start at 5:30 p.m. unless otherwise noted. Meetings closed to the public, Budget and Audit Committee will be scheduled prior to 5:30 p.m., unless otherwise noted.

16.4.13 Agendas Available to Members of Council and the Public

That the following section be added:
Agendas

Agendas for Council and Standing Committee meetings shall be made available to members of Council on the Wednesday preceding the day of the meeting and on the Thursday preceding the day of the meeting for members of the public.

Reports communications time-heard

“Following registered delegations, any unregistered delegations shall be heard for a total period of time limited to twenty minutes. Upon a simple vote of Council the maximum time for unregistered delegations may be extended to thirty-two minutes. Council shall then proceed to the next item of business on the agenda.”

Delegations

That this section be replaced as follows:

“Persons desiring to address Council for the purpose of making a verbal presentation with respect to items on the agenda shall be heard at the Council meeting, with those delegations having submitted their request in writing to the Clerk by 11:00 a.m on the day of the meeting of Council, being heard first, in the order in which such requests are received by the Clerk.”

That this section be added as follows:

“Unregistered delegations will be permitted to address Council with respect to items on the agenda, after the registered delegations have spoken.”

Material written submitted for Council deadline

That “Wednesday” be replaced by “Tuesday”.

Presentations of delegations time limit

That section be replaced as follows:

“Persons desiring to address Council as a registered delegation (as per 16.10.1a) at a meeting of Council shall be limited in their presentations to seven minutes with respect to any item.”

That this section be added as follows:

“That unregistered delegations be permitted 4 minutes to speak and that the total amount of time for unregistered delegations be limited to 20 minutes, with the option to extend the time limit to 32 minutes by simple majority vote.”
16.10.3c That this section be added as follows:

“Persons (other than the Applicant) desiring to address Council at a Public Meeting pursuant to the provisions of the Planning Act shall be limited in their presentations to seven minutes.”

16.12.1 Main introduced Notice of Motion

That “Wednesday” be replaced with “Tuesday”.

16.29.1 Composition All Members

That “Planning Committee and the Committee of the Whole” be replaced with “General Committee”.

That the section be replaced as follows:

“The Standing Committees shall be comprised of all the members of Council with the exception of the Audit committee that is composed of five members of Council.

There shall be three Standing Committees of Council, as follows:

(a) General Committee;

(b) Audit Committee; and

(c) Budget Committee.”

16.30.2 Meeting on holiday held next day

That “Planning Committee and the Committee of the Whole” be replaced with “General Committee”.

16.30.3 Minutes agenda supplied to members - deadline

That “Planning Committee and the Committee of the Whole” be replaced with “General Committee” and that “Thursday” be replaced with “Wednesday”.

By-law read a first, second and third time this 11th day of December, 2017.

(Sgd.) Daryl Bennett, Mayor

(Sgd.) John Kennedy, City Clerk