TO:	**CORPORATE SERVICES COMMITTEE MEETING ON MAY 25, 2016**
FROM:	**CATHY SAUNDERS CITY CLERK**
SUBJECT	**AMENDMENTS TO COUNCIL PROCEDURE BY-LAW**

RECOMMENDATION

That, on the recommendation of the City Clerk, the attached proposed by-law (Appendix "A") BE INTRODUCED at the Municipal Council meeting on May 31, 2016 for the purpose of repealing By-law No. A-45, the Council Procedure By-law, and replacing it with a new Council Procedure By-law to incorporate changes recommended by the Governance Working Group, along with minor housekeeping changes to clarify procedures to be followed at Council and Standing Committee meetings and to enhance the openness and transparency of meetings.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

None.

BACKGROUND

Municipal Council, at its meeting held on March 22, 2016, resolved:

"That the following actions be taken with respect to the 10th Report of the Governance Working Group from its meeting held on February 29, 2016:

a) the draft Council Procedure By-law appended to the January 11, 2016, Governance Working Group Agenda, subject to the inclusion of a definition of the term "Point of Privilege" and a definition of the term "generally accepted parliamentary procedure" BE FORWARDED to a Public Participation Meeting before the Corporate Services Committee for consideration;"

The Governance Working Group reviewed and made a number recommendations with respect to changes to the Council Procedure By-law over the course of four meetings (April 27, 2015, May 25, 2015, January 11, 2016 and February 29, 2016). The following summarizes the changes recommended by the Governance Working Group:

a) define the term "deferred matter" to mean any matter for which the Council has directed future debate or consideration by Council or a Standing Committee;

b) define the term "emergent motion" to mean a motion which must be made on an emergent basis at a Council meeting, rather than being directed through the appropriate Standing Committee as any delay in bringing the motion before Council would result in irreparable harm or loss to the Corporation;

c) define the term "point of privilege" to mean a question affecting the rights or privileges of the Council collectively or the position and conduct of Members as elected representatives where the Chair is asked to immediately consider and take action to remedy a situation negatively affecting the rights or privileges of Council Members or of Council as a whole, despite other pending business currently before Council;

d) include additional wording to clarify what is meant by "generally accepted parliamentary procedure";

e) amend the Annual Schedule of Meetings to require the Annual Schedule to be submitted by June 30th of each calendar year and to provide for "two successive weeks without meetings to be set aside in each of the months of July and August";

f) clarify that special and emergency meetings may be called by the Chair;

g) amend the order of business on the Council Agenda to reflect current practice;

h) include wording to clarify that the speaking limitation of 5 minutes does not include time taken by staff to respond to a Member's question;

i) amend the provision to rise to speak at Council Meetings to provide for flexibility to remain seated when speaking in those instances where there are health and safety concerns;

j) clarify restrictions as to who is permitted to be on the main floor of the Council Chambers during Standing Committee and Council meetings;

k) remove reference to Committee of the Whole; and,

l) amend section "Consent Items – process to address" to read as follows:

"All of the items listed in the Consent part of the Agenda of a Standing Committee may be the subject of one motion and that motion shall be neither debatable nor amendable; provided however, that any member of the Standing Committee may ask for any item(s) included in the consent motion to be separated from that motion whereupon the Consent motion without the separated item(s) may, at the discretion of the Chair be immediately put, or be considered at the end of the meeting."

Attached as Appendix "B" to this report is a "strikethrough" version of the current Council Procedure By-law A-45, as amended noting the changes being proposed.

PREPARED AND RECOMMENDED BY:
CATHY SAUNDERS **CITY CLERK**

APPENDIX "A"
Bill No.
2016

By-law No. A-xxx

A by-law to provide for the Rules of Order and Procedure for the Council of The Corporation of the City of London.

The Council of The Corporation of the City of London enacts as follows:

ADMINISTRATIVE

By-law

A by-law to provide for the
RULES OF ORDER AND PROCEDURE
FOR THE COUNCIL OF THE
CORPORATION OF THE CITY OF LONDON

BY-LAW INDEX

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28.1 Presentation – information – legibly written – signed

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31.2 Chair – speaking on motion – to leave Chair

31.3 Chair – leaving Chair – member designated in place

31.4 Speaking – recognition by Chair – required

31.5 Speaking – order – determination

31.6 Speaking – limitation – subject – maximum 5 minutes

31.7 Speaking – once only – exception – vote – reply

31.8 Speaking – under debate – motion – prohibited

31.9 Motion – under debate – questions – before vote

31.10 Motion – under debate – read – at any time

31.11 Disruption – standing committee – by member – prohibited

31.12 Offensive language – insults – prohibited

31.13 Disobedience – rules – points of order – prohibited

31.14 Leaving seat – disturbance during vote – prohibited

31.15 Speaking – rising and addressing

31.16 Interruption – speakers – exception

31.17 Leaving meeting – not to return – Chair informed

31.18 Disorderly conduct – member to be removed - question

31.19 Disorderly conduct – member to leave seat

31.20 Apology – member to resume seat – by permission

31.21 Failure to leave seat – removal

31.22 Meeting in session – entrance to floor – restriction

31.23 Meeting in session – entrance to floor – exception

32.0 Questions of Privilege/Points of Order

32.1 Rights – privileges – integrity – of members – effected

32.2 Civic Administration – integrity questioned – procedure

32.3 Rules of procedure – violation – raised by member

32.4 Appeal – Chair's decision – immediate required

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33.5 Motion under debate – other motions permitted

33.6 Motion to adjourn – qualifications

33.7 Motion to adjourn – rejected – procedure

33.8 Adjournment – extension – maximum – permissible

33.9 Motion to proceed beyond 11:00 PM – qualifications

33.10 Motion to postpone – to certain time – qualifications

33.11 Motion to refer – qualifications

33.12 Motion to amend – qualifications

33.13 Motion to amend – main motion – one at a time

33.14 Motion to amend – amendment – one at a time

33.15 Zoning matters – public notice – considerations

33.16 Public notice – question – amendable – debatable

33.17 Zoning by-law – notice determination – before enacted

34.0 Voting

34.1 Amendment – to amendment – voted on first

34.2 Voting – order

34.3 Propositions – divided – voted on separately

34.4 Motion to vote – immediately – after all have spoken

34.5 Speaking – after motion – before vote announced

34.6 Mandatory vote – all members

34.7 No vote – deemed negative

34.8 Secret voting – on motion – prohibited

34.9 Putting the question to vote – qualifications

34.10 Result – announced – by Clerk

34.11 Result – disagreement – objection immediate – retaken

34.12 Tie vote- deemed negative

34.13 Recorded vote – required

34.14 Recorded vote – called for – before – after – vote

34.15 Recorded vote – names – entered in reports

34.16 Electronic Voting – where applicable

34.17 Voting – simultaneous – rotation – recorded vote

35.0 Reconsideration

35.1 Reconsideration – not in order – legally binding commitments

35.2 Reconsideration – December matter of Council – introduction

35.3 Reconsideration – decided matter of Council – only once

35.4 Reconsideration – decided matter of Council – vote

35.5 Affirmative vote – original matter – next business

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38.4 Standing committee – in camera – matters

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38.6 Motion to rise and report – non-debatable

38.7 Report – proceedings – immediate

38.8 Report – recommendations – adopted – confirmed

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Schedule ‘E’ – Mandate – Strategic Priorities and Policy Committee

PART 1 – GENERAL PROVISIONS

1.0 DEFINITIONS

In this by-law:

Acting Mayor – defined
"Acting Mayor" shall mean a member of Council appointed to act as Acting Mayor who shall act in the place and stead of the Mayor, when the Mayor is absent or refuses to act or the office is vacant, for the period of time for which they are appointed and shall have all the powers and duties of the Mayor, while so acting.

Address – defined
"Address" shall mean primary domicile.

Advisory committee – defined
"advisory committee" shall mean a committee appointed by Council to provide recommendations, advice and information to Council through one of its standing committees.

Amend – defined
"amend" shall mean to alter or vary the terms of a main motion without materially changing its purpose, and amendment shall have a corresponding meaning.

Chair - defined
"Chair" shall mean the person presiding at a Council, Committee of the Whole or a standing committee meeting.

Clerk - defined
"Clerk" shall mean the City Clerk of The Corporation of the City of London or his/her designate.

Closed session - defined
"closed session" shall mean a closed session of a standing committee, the Committee of the Whole or the Council not open to the public, held in accordance with section 239 of the *Municipal Act, 2001*.

Corporation – defined
"Corporation" means The Corporation of the City of London.

Council - defined
"Council" shall mean the Council of The Corporation of the City of London.

Defer - defined
"defer" shall mean to delay consideration of a matter by Council, the Committee of the Whole or a standing committee.

Deferred Matter – defined
"deferred matter' shall mean any matter for which the Council has directed future debate or consideration by Council or a standing committee.

Deputy Mayor – defined
"Deputy Mayor" shall mean each of two members of Council selected and appointed to serve as Deputy Mayors in accordance with Council Policy 5(1), to assist the Mayor in carrying out his/her powers and duties and/or act in the place of the head of council or other member of council designated to preside at meetings in the municipality's procedure by-law when the head of council or designated member is absent or refuses to act or the office is vacant.

Emergent motion – defined
"emergent motion" shall mean a motion which must be made on an emergent basis at a Council meeting, rather than being directed through the appropriate standing committee, as any delay in bringing the motion before Council would result in irreparable harm or loss to the Corporation.

Meeting - defined
"meeting" shall mean a meeting of the Council or a standing committee.

Member - defined
"member" shall mean a member of the Council.

Motion - defined
"motion" shall mean a proposal by a member for the consideration of Council, or a standing committee that is moved by a member and seconded by another member.

Notice of Motion - defined
"notice of motion" shall mean a notice of motion provided to the Clerk, in writing, by a member, requesting the inclusion of a motion on a future Agenda of a meeting of Council in accordance with sections 11.1 and 11.2 of this by-law.

Point of Order - defined
"point of order" shall mean a question by a member with respect to any rules or practices.

Point of Privilege – defined
"point of privilege" shall mean a question affecting the rights or privileges of the Council collectively or the position and conduct of Members as elected representatives where the Chair is asked to immediately consider and take action to remedy a situation negatively affecting the rights or privileges of Council Members or of Council as a whole, despite other pending business currently before Council.

Published – defined
"published" shall mean the provision of documents in print and/or electronic formats.

Recorded Vote – defined

"recorded vote" shall mean the recording of the name and vote of every member on a motion during a meeting, by either electronic or manual means.

Standing committee – defined
"standing committee" shall refer to one or more of the following committees: the Civic Works Committee, the Community and Protective Services Committee, the Corporate Services Committee, the Planning and Environment Committee and the Strategic Priorities and Policy Committee.

Year - defined
"year" shall mean the Council year commencing December 1st and ending November 30th of the calendar year thereafter.

2.0 GENERAL

2.1 Rules - regulations - observed - at all times
The rules and regulations contained in this by-law shall be observed in all proceedings of the Council and its standing committees.

2.2 Parliamentary procedure - proceedings
Those proceedings of the Council and the standing committees thereof not specifically governed by the provisions of this by-law shall be regulated in accordance with generally accepted parliamentary procedure contained in Bourinot's Rules of Order or in the case where Bourinot's Rules of Order is silent, the Robert's Rule or Order may be used.

2.3 Rules - regulations - suspended - 2/3 consent - Council
Any rules or regulations contained in this by-law may be suspended, except for those rules or regulations that are set out by legislation, with the consent of at least two-thirds of the whole Council.

2.4 Absence – Mayor – authority
In the absence of the Mayor, or if he/she refuses to act or if the office is vacant, the Deputy Mayor selected by the Mayor shall carry out his/her duties and/or act in place of the head of council in accordance with Council Policy 5(1), and while so acting, the Deputy Mayor selected by the Mayor shall have all the rights, powers and authority of the head of Council.

2.5 Absence – Deputy Mayor – selected by the Mayor
In the event that the Deputy Mayor selected by the Mayor is unable, for any reason, to act in the place and stead of the Mayor, the Deputy Mayor selected by the Council shall, while so acting, have all the rights, powers and authority of the head of Council.

2.6 Absence – Deputy Mayors
In the event that the Deputy Mayors are unable, for any reason, to act in the place and stead of the Mayor, the Council shall appoint an Acting Mayor to act in the place and stead of the Mayor and while so acting, shall have all the rights, powers and authority of the head of Council.

2.7 Meeting Location
All meetings of the Council and the standing committees shall be held at London City Hall, 300 Dufferin Avenue, London, Ontario unless there are concerns with respect to health and safety and/or an emergency has been declared in accordance with the *Emergency Management and Civil Protection Act, 1990,* for which there is consent by at least two-thirds of the whole Council to hold a meeting at another location within the boundaries of the City of London, subject to the provision of public notice of the change in venue, and subject to the availability of a venue which is accessible to the public and satisfactory to the Clerk.

3.0 SCHEDULE OF MEETINGS

3.1 Annual Schedule of Meetings – prepared by Clerk
The Clerk shall, by June 30th of each calendar year, submit a schedule of the upcoming meetings for each Council year, which shall include two successive weeks without meetings to be set aside in each of the months of July and August, for consideration and adoption by the Council.

3.2 Annual Schedule of Meetings - qualifications
When setting the annual schedule of meetings:

(a) Following a regular municipal election, the inaugural meeting shall be held at a date and time chosen by the Clerk and Mayor-Elect, but no later than the first Tuesday in December of that year;

(b) Unless otherwise decided by Council, regular meetings of Council shall be held:

(i) Twice monthly wherever possible, on Tuesdays, commencing at 4:00 PM; and,
(ii) in accordance with the approved annual calendar noted in section 3.1, above.

(c) Provision shall be made for meetings to consider and adopt the annual Operating, Capital, Water and Wastewater and Treatment Budgets.

3.3 Special meeting – emergency – called by Chair
The Chair may, at any time, call a special or emergency meeting.

3.4 Special meeting – called by Clerk – petition – submitted
Upon receipt of a petition signed by a majority of the members, the Clerk shall call a special meeting for the purpose and at the time mentioned in the petition.

4.0 NOTICE OF MEETINGS

4.1 Agenda - deemed notice - exception
The Agenda shall be considered as adequate notice of regular meetings, except for meetings held on a day or at a time other than as provided for by this by-law.

4.2 Agenda - delivered - 48 hours in advance
The Agenda for regular meetings shall be delivered by courier or sent by mail to the residence or place of business of each member or sent electronically to each member, so as to be received not later than 48 hours before the hour appointed for the meeting.

4.3 Agenda - Special meetings - notice - delivered - 24 hours prior
Notice of special meetings called in accordance with sections 3.3 and 3.4 of this by-law shall be delivered by courier or sent by mail to the residence or place of business of each member or sent electronically to each member, so as to be received not later than 24 hours before the hour appointed for the special meeting.

4.4 Special meetings - business specified - transacted
No business except the business dealing directly with the purpose mentioned in the notice shall be transacted at any special meeting.

4.5 Emergency - notice not required
Notwithstanding any other provision of this by-law, an emergency meeting may be held, without written notice, to deal with an emergency situation, provided that an attempt has been made by the Clerk to notify the members about the meeting as soon as possible and in the most expedient manner available.

4.6 Emergency - business specified - transacted
No business except business dealing directly with the emergency situation shall be transacted at the emergency meeting.

4.7 Agenda - notice - not received - validity
Lack of receipt of a notice or of the Agenda by the members or the public shall not affect the validity of the meeting or any action taken thereat.

4.8 Postponement - meeting - emergency - up to 7 days
The Chair may, when emergency situations arise, postpone a meeting for not more than 7 days to such date determined by the Chair in consultation with the Clerk. The Clerk shall then give notice of a special meeting to deal with the postponed matters in accordance with section 4.3 of this by-law.

4.9 Postponement - notice by Clerk
Upon the postponement of a meeting by the Chair in accordance with section 4.8 of this by-law, the Clerk shall attempt to notify the members of the postponement as soon as possible and in the most expedient manner available.

5.0 MEETINGS

5.1 Meetings – open to public
Except as otherwise provided by Section 239 of the *Municipal Act, 2001, S.O. 2001, c.25,* as amended, all meetings shall be open to the public.

5.2 Meetings – when closed
A Council or standing committee meeting or part of a meeting may be closed to the public if the subject matter being considered is:

(a) the security of the property of the municipality or local board;
(b) personal matters about an identifiable individual, including municipal or local board employees;
(c) a proposed or pending acquisition or disposition of land by the municipality or local board;
(d) labour relations or employee negotiations;
(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
(g) a matter in respect of which a council, board, committee or other body may hold a meeting under another Act.

5.3 Meetings – when closed – education or training
A Council or standing committee meeting may be closed to the public if the following conditions are both satisfied:

(a) the meeting is held for the purpose of educating or training the members; and
(b) at the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the Council or standing committee.

5.4 Meetings - required to be closed
A Council or standing committee meeting shall be closed to the public if the subject matter relates to the consideration of a request under the *Municipal Freedom of Information and Protection of Privacy Act* if the council, board, commission or other body is the head of an institution for the purposes of that Act.

5.5. Meetings – resolution required
Before holding a meeting or part of a meeting that is to be closed to the public, the Council or the standing committee that is holding the meeting shall state by resolution:

(a) the fact of the holding of a closed meeting;
(b) the general nature of the matter to be considered at the closed meeting; and,
(c) in the case of a meeting under section 5.3 of this by-law, the fact of the holding of the closed meeting, the general nature of its subject-matter and that it is to be closed under that section of the by-law.

5.6 Meetings - not closed during vote
Except as provided in sections 5.2, 5.3 and 5.4 of this by-law, a Council or standing committee meeting shall not be closed to the public during the taking of a vote.

5.7 Meetings - not closed during vote - exception
A Council or standing committee meeting may be closed to the public during a vote if:

(a) sections 5.2, 5.3 and 5.4 permit or require the meeting to be closed to the public; and
(b) the vote is for a procedural matter or for giving direction or instruction to officers, employees or agents of the municipality, local board or committee of either of them or persons retained by or under a contract with the municipality or local board.

5.8 Quorum - majority - required
A quorum shall be a majority of the members constituting the Council or the standing committee.

5.9 Call to order - quorum present
As soon after the hour fixed for a Council or standing committee meeting as a quorum is present, the meeting shall be called to order by the Chair.

5.10 Adjournment - quorum not present - names recorded
If there is no quorum present within one-half hour after the time appointed for the meeting, the Council or standing committee shall stand adjourned until the date and time of the next regular or special meeting, and the Clerk shall record the names of the members present upon such adjournment.

PART 2 – COUNCIL

6.0 COUNCIL AGENDA

6.1 Composition - prepared by Clerk
The Clerk shall prepare the Council Agenda for all regular meetings consisting of the following:

I Disclosures of Pecuniary Interest

II Recognitions

III Review of Confidential Matters to be Considered in Public

IV Council, In Closed Session

V Confirmation and Signing of the Minutes of the Previous Meeting(s)

VI Communications and Petitions

VII Motions of Which Notice is Given

VIII Reports;

IX Added Reports

X Deferred Matters

XI Enquiries

XII Emergent Motions

XIII By-laws

XIV Adjournment

6.2 Deadline - material inclusion
The deadline for receipt of material by the Clerk to be included in the regular Council Agenda shall be 9:00 AM on the Wednesday prior to the meeting.

6.3 Added Materials – deadline
The deadline for receipt of added materials by the Clerk for addition to the regular Council Agenda shall be 9:00 AM on the business day prior to the Council Meeting.

6.4 Order of business - as specified - exception
The business of each meeting shall be taken up in the order in which on stands in the Council Agenda, unless otherwise decided by a two-thirds vote of the members present.

6.5 Motion - to change order - not amendable - debatable
A motion changing the order of business shall not be amendable or debatable.

7.0 COMMENCEMENT OF COUNCIL MEETINGS

7.1 Mace - carried in procession - to Chambers - order
The mace shall be carried in procession into the Council Chambers, preceding the Mayor, by the Sergeant-at-Arms for each Council Meeting.

7.2 Mayor seated - mace put in place
When the Mayor is seated in his/her chair, the mace shall be put in place and shall remain there during the meeting.

7.3 Mayor - to preside - all Council meetings
The Mayor, if present, shall preside at all Council meetings.

7.4 Mayor - absence
In the absence of the Mayor, the Deputy Mayor selected by the Mayor shall call the meeting to order 15 minutes after the hour appointed for the meeting and the Deputy Mayor selected by the Mayor shall preside during the meeting or until the arrival of the Mayor.

7.5 Mayor and Deputy Mayor selected by the Mayor – absence
In the absence of the Mayor and Deputy Mayor selected by the Mayor, the Deputy Mayor selected by the Council shall call the meeting to order 15 minutes after the hour appointed for the meeting and the Deputy Mayor selected by the Council shall preside during the meeting or until the arrival of the Mayor or the Deputy Mayor selected by the Mayor.

7.6 Mayor and Deputy Mayors – absence
In the absence of the Mayor and Deputy Mayors the Clerk shall call the meeting to order 15 minutes after the hour appointed for the meeting and the members shall elect a member to preside during the meeting or until the arrival of the Mayor, or Deputy Mayor selected by the Mayor or the Deputy selected by the Council.

8.0 DISCLOSURES OF PECUNIARY INTEREST

8.1 Pecuniary interest - disclosure - requirements
If a member has any pecuniary interest, direct or indirect, in any matter in which the Council is concerned and if he/she is present at a meeting at which the said matter is the subject of consideration, then he/she shall disclose his/her interest at Stage I, as identified in section 6.1 of this by-law, and he/she shall recuse themselves and not take part in the consideration or discussion of the said matter nor shall he/she vote on any motion in regard to the said matter.

8.2 Non-compliance - by member - validity not affected
The failure of one or more members to comply with section 8.1 of this by-law shall not affect the validity of the meeting in regard to the said matter.

8.3 Disclosure - by majority - quorum - requirement
Notwithstanding the provisions of section 8.1 of this by-law, when a majority of the members has disclosed an interest in accordance with section 8.1 of this by-law and the *Municipal Conflict of Interest Act*, as may be amended from time to time, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two.

9.0 RULES OF DEBATE AND CONDUCT AT COUNCIL MEETINGS

9.1 Order - decorum - maintained - Mayor
The Mayor shall preside over the conduct of the meeting, including the preservation of good order and decorum, ruling on points of order and deciding all questions relating to the orderly procedure of the meeting, subject to an appeal to the Council.

9.2 Mayor - speaking on motion - to leave Chair
The Mayor may answer questions and comment in a general way without leaving the Chair, but if he/she wishes to make a motion or to speak on a motion taking a definite position and endeavouring to persuade the Council to support that position, then he/she shall first leave the Chair.

9.3 Mayor - leaving Chair - member designated in place
If the Mayor desires to leave the Chair for the purpose of taking part in the debate or for any other reason, he/she shall designate another member to fill his/her place until he/she resumes the Chair.

9.4 Speaking - recognition by Chair - required
Before a member may speak to any matter, he/she shall first be recognized by the Chair.

9.5 Speaking - order - determination
When two or more members indicate simultaneously that they wish to speak, the Chair shall name the member who is to speak first.

9.6 Speaking - limitation - subject - maximum 5 minutes
When a member is speaking to a motion, he/she shall confine his/her remarks to the motion and in speaking shall be limited to a maximum of 5 minutes, unless otherwise decided by a majority vote of the members present. A member's speaking time shall not include any time required for staff to respond to a member's question.

9.7 Speaking - once only - exception - vote - reply
A member shall not speak more than once to any motion, unless otherwise decided by a majority vote of the members present, but the member who has made a motion shall be allowed to reply for a maximum of 5 minutes. A member's reply time shall not include any time required for staff to respond to that member's question.

9.8 Speaking - under debate - motion - prohibited
A member who has already spoken to any motion under debate shall not be permitted to move any motion described in section 11.7 of this by-law, except a motion to proceed beyond the hour of 11:00 PM.

9.9 Motion - under debate - questions - before vote
When a motion is under debate, a member may ask a concisely worded question of another member, or appropriate staff, through the Chair prior to the motion being put to a vote by the Chair in accordance with section 12.4 of this by-law.

9.10 Motion - under debate - read - at any time
A member may require the motion under debate to be read at any time during the debate, but shall not interrupt a member who is speaking.

9.11 Disruption - Council - by member - prohibited
A member shall not disturb the Council by any disorderly deportment, including conduct contrary to the Code of Conduct established by the Council.

9.12 Offensive language - insults - prohibited
A member shall not use profane or offensive words or insulting expressions.

9.13 Disobedience - rules - points of order - prohibited
A member shall not disobey the rules of the Council or a decision of the Chair or of the Council on points of order or on the interpretation of the rules of procedure of the Council.

9.14 Leaving seat - disturbance during vote - prohibited
A member shall not leave his/her seat or make any noise or disturbance while a vote is being taken or until the result is declared.

9.15 Speaking - rising and addressing
A member may rise to speak, after addressing himself/herself to the Chair unless personal health and safety considerations prohibit him/her from rising to speak, in which case the member may speak from his/her seat without rising, after addressing himself/herself to the Chair.

9.16 Interruption - speakers - exception
A member shall not interrupt a member who is speaking, except to raise a point of order or a question of privilege.

9.17 Leaving meeting - not to return - Chair informed
A member shall not leave the meeting when he/she does not intend to return thereto without first advising the Chair.

9.18 Disorderly conduct - member to be removed - question
In the event that a member persists in a breach of the rules prescribed in sections 9.11 to 9.17 inclusive of this by-law, after having been called to order by the Chair, the Chair shall put the question "Shall the member be ordered to leave his/her seat for the duration of the meeting?" and such question is not debatable.

9.19 Disorderly conduct - member to leave seat
If the Council decides the question set out in section 9.18 of this by-law in the affirmative by a majority vote of the members present, the Chair shall order the member to leave his/her seat for the duration of the meeting.

9.20 Apology - member to resume seat - by permission
If the member apologizes, the Chair, with the approval of the Council, may permit him/her to resume his/her seat.

9.21 Failure to leave seat - removal by Sergeant-at-Arms
If a member does not leave his/her seat after being ordered to do so by the Chair in accordance with section 9.19 of this by-law and if the member does not apologize in accordance with section 9.20 of this by-law, then the Chair shall seek the appropriate assistance from the Sergeant-at-Arms.

9.22 Meeting in session – entrance to floor – restriction
No person shall be allowed to enter the main floor of the Council Chambers during meetings without the leave of the Chair, except members, employees and servants of the Corporation and those representatives of the media who have appropriate identification to the satisfaction of the Clerk.

10.0 QUESTIONS OF PRIVILEGE/POINTS OF ORDER

10.1 Rights - privileges - integrity - of members - affected
If a member believes that his/her rights, privileges or integrity or those of the members collectively have been prejudicially affected, he/she shall ask leave of the Chair to raise a question of privilege which shall take precedence over all other matters, but he/she shall not be

permitted to enter into any argument or introduce any motion related to the question of privilege.

10.2 Civic Administration - integrity questioned - procedure
When a member considers that the integrity of a member of the Civic Administration has been impugned or questioned, the Chair shall, if they choose to do so, permit the City Manager or a Managing Director or his/her designate to make a statement to the Council.

10.3 Rule of procedure - violation - raised by member
When a member desires to call attention to a violation of the rules or practices of procedure, he/she shall ask leave of the Chair to raise a point of order and after leave is granted, he/she shall state the point of order to the Chair succinctly and the Chair shall then decide upon the point of order and advise the members of his/her decision.

10.4 Appeal - Chair's decision - immediately - required
Unless a member immediately appeals the Chair's decision to the Council, the decision of the Chair shall be final.

10.5 Appeal - decision - question put - to Council
If the decision of the Chair is appealed to the Council, then the question "Shall the ruling of the Chair be sustained?" shall be put immediately without debate and its result shall be final.

10.6 Call to order - member to sit - speaking - permission
When the Chair calls a member to order, that member shall immediately sit down until the point of order is dealt with and that member shall not speak again to the matter under discussion without the permission of the Chair, unless to appeal the ruling of the Chair.

11.0 MOTIONS – ORDER – PUTTING MOTIONS

11.1 Notice of motion - filed with Clerk
Notices of motion filed with the Clerk shall be directed by the Clerk to the next regular standing committee meeting.

11.2 Question - urgent - included in Agenda
Notwithstanding the provisions of section 11.1 of this by-law, when a member, submitting a notice of motion to the Clerk within the deadline prescribed in section 6.2 of this by-law indicates in writing to the Clerk that the notice of motion is a question of urgency, the Clerk shall include the notice of motion in the Agenda at Stage VII as identified in section 6.1 of this by-law.

11.3 Notice - Agenda - consideration - conditions
Notices of motions included in the Agenda at Stage VII, as identified in section 6.1 of this by-law, shall only be considered by the Council when a majority of the members present have given leave for the introduction of such a motion.

11.4 Motions for giving leave - non-amendable - debatable
Motions for giving leave shall put immediately without amendment or debate.

11.5 Motion - seconded before debate - exception
Motions shall be seconded before being debated or put to a vote, except motions to adopt a recommendation from a standing committee.

11.6 Withdrawal - before put - requirement
Every motion shall be deemed to be in the possession of the Council for debate after it is accepted by the Chair, but may, with the permission of the Council, be withdrawn at the joint request of the mover and seconder at any time before the motion is disposed of.

11.7 Motion under debate - other motions permitted
When a motion is under debate, no other motion shall be in order except a motion:

(a) to adjourn;

(b) to proceed beyond the hour of 11:00 PM;

(c) to table;

(d) to put the question (to close the debate);

(e) to postpone;

(f) to refer; or

(g) to amend.

11.8 Motion to adjourn - qualifications
A motion to adjourn shall:

(a) not be amended;

(b) not be debated;

(c) not include qualifications or additional statements; and

(d) always be in order, except when a member is speaking or the members are voting or when made in closed session.

11.9 Motion to adjourn - rejected - procedure
When a motion to adjourn has been decided in the negative, no further motion to adjourn shall be made until after some subsequent proceeding has taken place.

11.10 Adjournment - extension - maximum - permissible
The Council shall always adjourn at 11:00 PM if in session at that hour, unless otherwise decided before that hour by a two-thirds vote of the members present at the meeting.

11.11 Motion to proceed beyond 11:00 PM - qualifications
A motion to proceed beyond the hour of 11:00 PM shall:

(a) not be amended;

(b) not be debated; and

(c) always be in order, except when a member is speaking or the members are voting.

11.12 Motion to table - qualifications
A motion to table shall:

(a) not be amended;

(b) not be debated;

(c) apply to the main motion and any amendments thereto under debate at the time when the motion to table was made; and

(d) not include qualifications or additional statements.

11.13 Motion to table - accepted - procedure
Notwithstanding the provisions of sections 11.1 and 11.2 of this by-law, if a motion to table is decided in the affirmative by a majority vote of the members present, then the main motion and any amendments thereto shall be removed from the Council's consideration until such time as a notice of motion to lift the matter from the table is filed with the Clerk within the deadline prescribed in section 6.2 of this by-law and is included in the Agenda at Stage X, as identified in section 6.1 of this by-law.

11.14 Motion to put the question - qualifications
A motion to put the question (to close the debate) shall:

(a) not be amended;

(b) not be debated;

(c) not be introduced by a member who has already spoken to the motion or amendment under debate, in accordance with section 9.8 of this by-law;

(d) apply to the motion or amendment under debate at the time when the motion to put the question is made;

(e) not be received in any committee;

(f) be moved using the words "that the question now be put" and the mover and the seconder shall not be permitted to speak to the motion to put the question; and

(g) not be permitted either when a motion or an amendment on the floor involves the approval of an expenditure by the Council that is $1,000,000.00 or greater.

11.15 Motion to put the question - accepted - procedure

If a motion to put the question is decided in the affirmative by a two-thirds vote of the members present, then the preceding motion or amendment shall be voted on immediately without further debate or comment.

11.16 Motion to postpone - to certain time - qualifications

A motion to postpone a matter to a certain time shall:

(a) be open to debate;

(b) be amendable; and

(c) preclude amendment and debate of the preceding motion, unless the motion to postpone to a certain time is resolved in the negative, in which case the preceding motion shall be open to debate and amendment.

11.17 Motion to refer - qualifications

A motion to refer a matter under consideration to a standing committee, to the Civic Administration or elsewhere shall:

(a) be open to debate;

(b) be amendable; and

(c) preclude amendment or debate of the preceding motion, unless the motion to refer is resolved in the negative, in which case the preceding motion shall be open to debate and amendment.

11.18 Motion to amend - qualifications

A motion to amend shall:

(a) be open to debate;

(b) not propose a direct negative to the main motion; and

(c) be relevant to the main motion.

11.19 Motion to amend - main motion - one at a time

Only one motion to amend the main motion shall be allowed at one time.

11.20 Motion to amend - amendment - one at a time

Only one motion to amend a motion to amend the main motion shall be allowed at one time.

11.21 Zoning by-laws - public notice - considerations

When the Council amends a proposed zoning or rezoning by-law that has been recommended by the relevant standing committee after the holding of a public meeting by the relevant standing committee as required by the *Planning Act*, the Council shall immediately vote on the question of whether or not any further notice is to be given in respect of the proposed by-law, as amended.

11.22 Public notice - question - amendable - debatable

The question of whether or not any further notice is to be given shall be amendable and debatable.

11.23 Zoning by-law - notice determination - before enacted

The proposed zoning or rezoning by-law, as amended, shall not be introduced and enacted until the question of whether or not any further notice is to be given has been resolved.

12.0 VOTING

12.1 Amendment - to amendment - voted on first
A motion to amend an amendment to a motion shall be voted on first.

12.2 Voting - order
Voting on the main motion and amending motions shall be conducted in the following order:

(a) a motion to amend a motion to amend the main motion;

(b) a motion (as amended or not) to amend the main motion; and

(c) the main motion (as amended or not).

12.3 Propositions - divided - voted on separately
When the motion under consideration contains distinct propositions, upon the request of any member and provided a recorded vote has not been called for, the vote on each proposition shall be taken separately.

12.4 Motion to vote - immediately - after all have spoken
A motion shall be put to a vote by the Chair immediately after all members desiring to speak on the motion have spoken in accordance with section 9.7 of this by-law.

12.5 Speaking - after motion - before vote announced
After a motion is put to a vote by the Chair, no member shall speak on that motion nor shall any other motion be made until after the result of the vote is announced by the Clerk.

12.6 Mandatory vote - all members
Every member present shall vote on every motion unless the member indicates a conflict of interest, in which case the member shall recuse themselves from the vote.

12.7 No vote - deemed negative
Notwithstanding the provisions of section 12.6 of this by-law, every member who is not recused from voting by reason of a declared conflict of interest, shall be deemed to be voting against the motion if he/she declines or abstains from voting.

12.8 Secret voting - on motion - prohibited
The manner of determining the decision of the Council on a motion shall not be by secret ballot or by any other method of secret voting.

12.9 Putting the question to vote - qualifications
When putting the question to vote, the Chair shall first ask for those in favour of its adoption to raise their hands and then ask for those opposed to its adoption to raise their hands. In the case of electronic voting, the Chair shall ask all members to vote simultaneously whether they are in favour or opposed to its adoption except for those Members who have recused themselves, pursuant to section 12.6.

12.10 Result - announced - by Clerk
The Clerk shall announce the result of every vote.

12.11 Result - disagreement - objection immediate - retaken
If a member disagrees with the number of votes for and against a motion as announced by the Chair, he/she may object immediately to the Chair's declaration and, with the consent of the Council, the vote shall be retaken, unless the vote has been taken electronically, in which case the voted results, recorded by the electronic system shall be deemed final.

12.12 Tie vote - deemed negative
When there is a tie vote on any motion, it shall be deemed to have been decided in the negative.

12.13 Recorded vote - required
A recorded vote shall be taken on all motions where electronic voting is available and when called for by any member or when required by law, in those instances where electronic voting is not available

12.14 Recorded vote - called for - before - after - vote
A member may call for a recorded vote immediately prior to or immediately after the taking of

the vote in those instances where electronic voting is not available.

12.15 Recorded vote - names - entered in minutes
When a recorded vote is taken, the names of those who voted for and those who voted against the motion shall be entered in the minutes.

12.16 Electronic Voting – where applicable
Where electronic voting is available, every member present shall vote on every motion unless a member indicates a conflict of interest, in which case the member shall recuse themselves and the result of the vote shall be publicly displayed and included in the record of the meetings, including the recusals.

12.17 Voting - number of members - calculation
In any vote required of the whole Council, the number of members constituting the Council shall be determined by excluding:

(a) the number of members who are present at the meeting but who are excluded from voting by reason of the *Municipal Conflict of Interest Act, R.S.O. 1990, c.M.50* and

(b) the number of seats that are vacant on the Council by reason of section 259(1) of the *Municipal Act, 2001, S.O. 2001*, *c.25*, as amended.

12.18 Voting – simultaneous - rotation – recorded vote
Electronic voting shall be simultaneous. In those instances where a recorded vote is not being taken electronically the taking of the first recorded vote at any Council meeting will begin with the Ward 1 council member and proceed around the Council table in ward order, with the exception of any council member that has been disqualified from voting by reason of a declared conflict of interest or is absent; and thereafter the starting point for the taking of subsequent recorded votes will move to the next eligible member in ward order, provided however, that the Mayor will always be the last person voting when a recorded vote is taken by means other than electronically. In such circumstances where a Deputy Mayor is presiding over a meeting, the Deputy Mayor will vote in ward order.

13.0 RECONSIDERATION - COUNCIL

13.1 Reconsideration – not in order – legally binding commitments
No motion to reconsider a decided matter of Council shall be in order when the original motion has been implemented resulting in a legally binding commitment that is in place on the date that a motion to reconsider is to be debated.

13.2 Reconsideration – decided matter of Council – same meeting
A motion to reconsider a decided matter of Council at the same meeting at which the original motion was decided shall be introduced at Stage XII (Emergent Motions) of the Council Agenda, unless the Chair determines there was a clear misunderstanding of the question that was put, in which case a motion for reconsideration shall be introduced immediately after the original vote was taken.

13.3 Reconsideration – decided matter of Council – subsequent meeting
A motion to reconsider a decided matter of Council at a meeting subsequent to the meeting at which the original motion was decided shall require a notice of motion submitted in accordance with section 6.2 of this by-law, and shall be introduced at Stage VII (Motions of Which Notice is Given) of the Council Agenda, unless the motion to reconsider comes forward to the Council through a report of a standing committee.

13.4 Reconsideration – decided matter of Council – introduction
A motion to reconsider a decided matter of Council must be made by a member who voted with the majority on the original motion.

13.5 Reconsideration – decided matter of Council – only once
No motion to reconsider a decided matter of Council shall be made more than once in the twelve month period from the date the matter was decided, unless a regular election has occurred following the decision.

13.6 Reconsideration – decided matter of Council – 2/3 vote – whole Council
A motion to reconsider a decided matter of Council shall require the approval of at least two-

thirds of the whole Council.

13.7 Affirmative vote – original matter – next business
If a motion to reconsider is decided in the affirmative at a meeting, then consideration of the original matter shall become the next order of business.

13.8 Debate – prohibited – statement of reason – permitted
No debate on a motion to reconsider a decided matter shall be permitted; however the mover of a motion to reconsider may provide a brief and concise statement outlining the reasons for proposing such reconsideration.

14.0 DELEGATIONS

14.1 Appearance - before Council - where required by law
No person shall be permitted to appear before the Council except where required by law or where there is a special recognition which has been approved by the Chair.

14.2 City Manager – Managing Directors or their designates - address to Council
Notwithstanding the provisions of section 14.1 of this by-law, the City Manager and the Managing Directors or their designates shall be permitted to address the Council in accordance with section 9.9 of this by-law.

14.3 City Manager - authority - provided
Notwithstanding the provisions of sections 14.1 and 14.2 of this by-law, the City Manager shall be permitted to address the Council in accordance with the by-law which establishes the position of City Manager.

15.0 COUNCIL – IN CAMERA

15.1 Chair - Mayor
Whenever a majority of the members present decide that the Council should convene in camera, the Mayor shall continue to preside and maintain order during the in camera portion of the Council meeting.

15.2 Chair - where Mayor absent
In the absence of the Mayor, the Deputy Mayor selected by the Mayor shall preside and maintain order during the in camera portion of the Council meeting.

15.3 Chair – where Mayor and Deputy Mayor selected by the Mayor absent
In the absence of the Mayor and Deputy Mayor selected by the Mayor, the Deputy Mayor selected by the Council shall preside and maintain order during the in camera portion of the Council meeting.

15.4 Chair – appointed – where Mayor and Deputy Mayor absent
In the absence of the Mayor and the Deputy Mayors the member elected to preside in their absence shall preside and maintain order during the in camera portion of the Council meeting.

15.5 Council – in camera - matters
The Council shall consider, in camera, all matters contained in the in camera reports of the standing committees included in the proceedings of the Council meeting, unless otherwise decided by a majority vote of the Council.

15.6 Meeting - in closed session - decided by majority vote
Any part of a Council meeting may be held in closed session if the Council so decides by a majority vote of the members present to consider matters in accordance with sections 5.2 to 5.4 of this by-law.

15.7 Motion to rise and report - non-debatable
A motion shall be made during the in camera session of Council to rise and report in public session of Council and shall be decided without debate.

15.8 Report - proceedings - immediate
The proceedings of the in camera portion of a Council meeting, shall be reported by a member other than the Mayor or the member acting on behalf of the Mayor, and a member of the Council shall be selected by the Mayor, or the member acting on behalf of the Mayor, to present the report of the in camera session of Council in public session of Council.

15.9 Report - recommendations - adopted - confirmed
The report and recommendations of the Council referred to in section 15.8 of this by-law may be adopted and confirmed by the Council in a single motion.

15.10 Request - to vote separately - requirements
A member may request, prior to the adoption of the report and recommendations of the Council referred to in section 15.8 of this by-law, that a recommendation be voted on separately, and such a request shall not require the introduction of a motion.

15.11 Adjournment – 11:00 PM - extension - requirements
No in camera session of Council shall extend beyond 11:00 PM unless otherwise decided before that hour by a two-thirds vote of the members present at the meeting.

16.0 COMMUNICATIONS - PETITIONS

16.1 Presentation - information - legibly written - signed
Every communication or petition intended for presentation to the Council or to a standing committee shall be legibly written or printed and shall be signed by at least one person giving his/her address.

16.2 Listed - in Agenda - with similar matters
The Clerk shall list in the Agenda only those communications and petitions which pertain to matters contained in the reports and other communications listed in the Agenda.

16.3 Matters - not pertinent - directed to appropriate area
Every communication or petition which does not pertain to matters in the Agenda shall be directed by the Clerk to the appropriate committee.

16.4 Language - obscene - defamatory - prohibited
Notwithstanding the provisions of sections 16.2 and 16.3 of this by-law, communications or petitions containing obscene or defamatory language shall not be listed in the Agenda or be directed to a standing committee.

16.5 Distribution of Materials – Clerk
No person, other than the Clerk or his/her designate, shall before or during a meeting of the Council place on the desks of the Members, or otherwise distribute, any material whatsoever.

17.0 PUBLIC AT COUNCIL MEETINGS

17.1 Public – Proper Decorum to Be Maintained At All Times
Members of the public in attendance at Council meetings shall conduct themselves with proper decorum at all times, in order to ensure a safe and respectful meeting environment.

17.2 Public – Electronic Devices – Silenced
Members of the public in attendance at Council meetings shall ensure that all electronic devices are set to silent mode.

17.3 Public – Disorderly Conduct
Any person who is not conducting themselves in a manner as set out in section 17.1 or 17.2 of this by-law shall be asked by the Chair to do so. If that person continues to conduct themselves in a manner contrary to section 17.1 or section 17.2 of this by-law, then that person shall be removed from the meeting.

17.4 Public – Immediate Removal
Notwithstanding section 17.3 of this by-law, in the event a member of the public is conducting themselves in a manner which poses a threat to the personal safety of themselves or others in attendance at the meeting, they shall be removed from the meeting, without warning.

17.5 Suspension of meeting – order restored
The Chair may unilaterally suspend the meeting until order is restored in the meeting.

18.0 ENQUIRIES

18.1 Corporation - business - procedure
Enquiries relating to any matter connected with the business of The Corporation of the City of London may be made by members to the Chair or, through him/her, to another member or to the City Manager or to a Managing Director or his/her designate, at Stage XI, as identified in section 6.1 of this by-law.

18.2 Argument - opinions - debate - prohibited
When an enquiry is made in accordance with section 18.1 of this by-law, no argument, opinion or facts shall be stated, except so far as may be necessary to explain the enquiry, and no debate shall be permitted with respect to the enquiry.

18.3 Answer - response - debate - prohibited
When a member answers a question in response to an enquiry, he/she shall not debate the matter to which the enquiry refers.

18.4 Enquiry – direction – leave required
A member who wishes to make a motion as a result of an enquiry must first seek leave in accordance with section 11.4 of this by-law.

19.0 STANDING COMMITTEE REPORTS

19.1 Reports - adopted - confirmed - by motion
The reports of the standing committee meetings may be adopted and confirmed by the Council in a single motion and the passage of such a motion shall be taken to confirm and adopt all of the recommendations contained in the report, except for those recommendations dealt with or voted on separately.

19.2 Recommendation - separate vote - upon request
A member may request, prior to the adoption of a standing committee report, that a specific recommendation be voted on separately due to a declared conflict of interest or a desire to debate the matter, and such a request shall not require the introduction of a motion.

19.3 No majority decision - report without recommendation
When a standing committee is unable to reach a majority decision on any matter, such matters shall be reported to the Council without a recommendation and shall be deemed to be in the possession of the Council for its disposition.

19.4 Chair – standing committee - presentation
The Chair of the Committee of the Whole or a standing committee shall present the report of his/her standing committee to the Council on behalf of his/her standing committee.

19.5 Chair - absent - presentation - by member
Notwithstanding the provisions of section 19.4 of this by-law, another member may present the report of a standing committee, or part thereof, to the Council in the absence of or at the request of the presenter.

19.6 Support of recommendations - by presentation
When the presenter of a standing committee report does not support one or more recommendations contained therein, then the presenter shall ask a member of the respective standing committee who is supportive of such recommendation(s) to present them to the Council on behalf of the standing committee.

20.0 EMERGENT BUSINESS

20.1 Emergent - congratulatory - condolatory matters
Business that is not part of the Agenda shall not be considered by the Council unless it is of an emergent, congratulatory or condolatory nature.

20.2 Introduction - 2/3 vote - required
Members shall introduce matters described in section 20.1 of this by-law at Stage XII, as identified in section 6.1 of this by-law, but in order for such matters to be introduced two-thirds of the members present shall give leave for the introduction of such matters.

20.3 Motion to introduce - not amendable - debatable
Motions to give leave for the introduction of such matters shall not be amendable or debatable.

21.0 UNFINISHED BUSINESS

21.1 Repeated - until disposed of
Items in the Agenda which have not been disposed of by the Council shall be repeated in each subsequent Agenda until disposed of by the Council.

22.0 ENACTMENT OF BY-LAWS

22.1 Published - distributed - with Agenda
By-laws shall be published with the Agenda for the meeting at which they are to be read.

22.2 Distributed - with Added Communications - motion to introduce - majority vote
Notwithstanding the provisions of section 22.1 of this by-law, a motion to introduce those by-laws arising from Added Reports or, Added Communications shall be decided by a majority vote of the members present prior to such by-laws being read.

22.3 Readings - 3 - required - before enactment
Every by-law shall receive 3 separate readings before being enacted by the Council.

22.4 Readings - 3 - at same meeting - permitted
Unless otherwise provided by law, every by-law may receive all 3 readings at the same meeting.

22.5 First - third readings - motion - no amendment - debate
Motions for the first and third readings of by-laws shall not be amendable or debatable.

22.6 Second reading - amendable - debatable
Amendments and debate on the content of by-laws shall be in order after a motion for the second reading of the by-laws has been duly made and seconded.

22.7 Second readings - referral to Strategic Priorities and Policy Committee
During the debate on the motion for the second reading of by-laws, by-laws may, by a majority vote of the members present, be referred to the appropriate Strategic Priorities and Policy Committee for consideration.

22.8 Strategic Priorities and Policy Committee - report - second reading - motion
When by-laws have been referred to the Strategic Priorities and Policy Committee, the motion for the second reading shall be put to a vote immediately following the adoption of the Strategic Priorities and Policy Committee report.

22.9 Confirming By-law - Proceedings - all matters
The proceedings at every regular and special meeting may be confirmed by one or more by-laws so that every decision of the Council at that meeting and every resolution passed thereat shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted.

22.10 Non-amendable - non-debatable
Notwithstanding the provisions of section 22.6 of this by-law, confirming by-laws shall not be amendable or debatable.

22.11 Signed - seal affixed - dates shown
Every by-law enacted by the Council shall be signed by the Mayor, Deputy Mayor, Acting Mayor or Presiding Officer and the Clerk or Deputized Clerk, sealed with the seal of the Corporation and shall show the dates of the three readings by the Council.

PART 3– STRIKING COMMITTEE

23.1 Striking Committee - meeting - report
In the year of a municipal election, a striking committee shall be appointed by no later than the last regular Council meeting of the outgoing Council to meet to make recommendations for initial citizen appointments to boards, commissions and advisory committees and shall submit

its report to the new Council through the Strategic Priorities and Policy Committee.

23.2 Striking Committee – composition

The striking committee shall be composed of a past member of the London Diversity and Race Relations Advisory Committee, one representative to be nominated by each of the Pillar Non-Profit Network, the Urban League of London, the London and District Labour Council and the London Chamber of Commerce, as well as a former Council member and two citizens at large to be selected by the outgoing Council.

23.3 Advisory Committee Nominees - two or more - voting procedure

In deciding upon its recommendations for citizen appointments to boards, commissions; and advisory committees where there are two or more nominees for a particular office, the members of the striking committee shall cast their votes for the nominee(s) of their choice, with the persons receiving the lowest number of votes falling out in succession until the required number of nominees has been selected.

PART 4 – STANDING COMMITTEES

24.0 COMPOSITION – STANDING COMMITTEES

24.1 Standing committees - composition

The following shall be standing committees of the Council, namely:

(a) the Civic Works Committee, which shall be composed of 5 members of Council;

(b) the Community and Protective Services Committee, which shall be composed of 5 members of Council;

(c) the Corporate Services Committee, which shall be composed of the Deputy Mayor selected by the Municipal Council and 4 members of Council;

(d) the Planning and Environment Committee, which shall be composed of 5 members of Council; and,

(e) the Strategic Priorities and Policy Committee, which shall be composed of all members of Council.

24.2 Appointments - members only

The Council shall appoint only members to the standing committees.

24.3 Service - every member

Every member shall serve on standing committees such that all positions are filled.

24.4 Mayor - member - ex officio - committees

The Mayor, shall be, an ex officio member of all standing committees of the Council, except for the Strategic Priorities and Policy Committee, where the Mayor shall serve as Chair and shall, when attending a standing committee meeting in his/her ex officio capacity, have full voting privileges and be counted for the purposes of the standing committee's quorum. The Mayor is not however counted for the purposes of the standing committee's quorum when he/she is not in attendance at a standing committee meeting.

24.5 Chairs - appointment - nomination - procedure

The Chairs of the standing committees shall be appointed by the Council upon receipt of nominations by the Strategic Priorities and Policy Committee, except for the Corporate Services Committee which shall be chaired by the Deputy Mayor selected by the Council.

24.6 Vice Chairs - appointed - first meeting

Each standing committee shall appoint a Vice Chair at its initial meeting in each year.

24.7 Chair - replacement - by Council - at any time

The Council may, at any time, replace the Chair of a standing committee except where the Mayor or Deputy Mayor selected by the Council serves as Chair.

25.0 MANDATES – STANDING COMMITTEES

25.1 Civic Works Committee - matters - Schedule 'A'
The Civic Works Committee shall make recommendations and reports to the Council on those matters outlined in Schedule 'A' of this by-law.

25.2 Community and Protective Services Committee – matters – Schedule 'B'
The Community and Protective Services Committee shall make recommendations and reports to the Council on those matters outlined in Schedule 'B' of this by-law.

25.3 Corporate Services Committee - matters - Schedule 'C'
The Corporate Services Committee shall make recommendations and reports to the Council on those matters outlined in Schedule 'C' of this by-law.

25.4 Planning and Environment Committee - matters - Schedule 'D'
The Planning and Environment Committee shall make recommendations and reports to the Council on those matters outlined in Schedule 'D' of this by-law.

25.6 Strategic Priorities and Policy Committee – matters – Schedule 'E'
The Strategic Priorities and Policy Committee shall make recommendations and reports to the Council on those matters outlined in Schedule 'E' of this by-law.

26.0 MEETING SCHEDULE – STANDING COMMITTEES

26.1 Meetings - regular – exception – holiday

(a) Regular meetings of the Civic Works Committee shall commence at 4:00 PM on Tuesdays to be identified in the annual meeting schedule, unless otherwise identified in the annual meeting schedule. The Chair may amend the time of the committee meeting, when the content of the Agenda warrants a change to be necessary. The date and time may be varied where a holiday falls on a regular meeting date and during July and August.

(b) Regular meetings of the Community and Protective Services Committee shall commence at 4:00 PM on Tuesdays to be identified in the annual meeting schedule, unless otherwise identified in the annual meeting schedule. The Chair may amend the time of the Committee meeting, when the content of the Agenda warrants a change to be necessary. The date and time may be varied where a holiday falls on a regular meeting date and during July and August.

(c) Regular meetings of the Corporate Services Committee shall commence at 12:00 PM on Tuesdays to be identified in the annual meeting schedule, unless otherwise identified in the annual meeting schedule. The Chair may amend the time of the Committee meeting, when the content of the Agenda warrants a change to be necessary. The date and time may be varied where a holiday falls on a regular meeting date and during July and August.

(d) Regular meetings of the Planning and Environment Committee shall commence at 4:00 PM on Mondays to be identified in the annual meeting schedule, unless otherwise identified in the annual meeting schedule. The Chair may amend the time of the Committee meeting, when the content of the Agenda warrants a change to be necessary. The date and time may be varied where a holiday falls on a regular meeting date and during July and August.

(e) Regular meetings of the Strategic Priorities and Policy Committee shall commence at 4:00 PM on Mondays to be identified in the annual meeting schedule, unless otherwise identified in the annual meeting schedule. The Chair may amend the time of the committee meetings, when the content of the Agenda warrants a change to be necessary. The date and time may be varied where a holiday falls on a regular meeting date and during July and August.

26.2 Meetings - special - called by Chair
Special meetings of any standing committee may be called by the committee Chair, in consultation with the Clerk, whenever he/she considers it necessary in order to deal with an emergent matter.

26.3 Meetings - special - called on request
It shall be the duty of the committee Chair, or in the case of his/her neglect or failure, the duty of the Clerk, to call a special meeting of a standing committee whenever such a special meeting has been requested in writing by a majority of the members of the standing committee.

27.0 STANDING COMMITTEE AGENDAS AND REPORTS

27.1 Standing Committee Agendas - composition - prepared by Clerk
The Clerk shall prepare Agendas for each of the standing committees of the Council consisting of the following parts:

Part I	Call to Order
Part II	Consent Items
Part III	Scheduled Items
Part IV	Items for Direction
Part V	Deferred Matters/Additional Business
Part VI	Confidential
Part VII	Adjournment

27.2 Confidential Items – general description by Clerk
The Clerk shall include in the Agendas for each of the standing committees of the Council a description of the general nature of matters to be considered in a closed meeting under Part VI of the Agendas.

27.3 Consent Items - defined
Consent items include but are not necessarily limited to the following types of matters:

(a) untimed/no delegation or public participation meeting items;

(b) items where little discussion/debate is anticipated;

(c) staff report items that contain clear “take action, give approval or receive for information” recommendations;

(d) Advisory Committee Reports without recommendations; and

(e) routine matters.

27.4 Consent Items - process to address
All of the items listed in the Consent part of the Agenda of a standing committee may be the subject of one motion and that motion shall be neither debatable nor amendable; provided however, that any member of the standing committee may have any item(s) included in the consent motion to be separated from that motion whereupon the consent motion without the separated item(s) shall be immediately put, and the separated item(s) shall each be considered under Part IV – Items for Direction.

27.5 Items for Direction - defined
Items for direction include all other items of business:

(a) not listed in the consent part of the Agendas of the standing committees, as defined in section 27.3 of this by-law;

(b) items listed under the Scheduled Items; and

(c) items not consented to, as defined in section 27.4 of this by-law.

27.6 Order of business – as specified – exception
The business of each meeting shall be taken up in the order in which it stands in the standing committee Agenda, unless otherwise decided by a majority vote of the members present.

27.7 Minutes - not kept - report to Council
Minutes of the proceedings of standing committee meetings shall not be kept, but the proceedings shall be recorded in the form of a report and shall be presented to the Council in accordance with section 19 of this by-law.

27.8 Agenda - distribution - deemed notice
The Clerk shall not be required to give notice of regular standing committee meetings but the publishing and distribution of the Agenda for the meeting shall constitute notice thereof.

27.9 Agenda - not received - validity - not affected
Lack of receipt of the Agenda by the members shall not affect the validity of the standing committee meeting or any action taken thereat.

27.10 Agenda - preparation - deadline
The deadline for material to be included on the Agenda of each standing committee shall be 9:00 AM on the Monday the week prior to the standing committee meeting. In weeks with a holiday Monday, the deadline shall be the first business day at 9:00 AM prior thereto.

27.11 Added Materials – deadline
The deadline for receipt of added materials by the Clerk for addition to a standing committee Agenda shall be 9:00 AM one business day prior to the standing committee meeting.

27.12 Added Materials – qualifications
Communications of an emergent nature and/or those communications and petitions which pertain to matters contained in the reports and other communications listed in the standing committee Agenda, that are legibly written or printed and signed by at least one person giving his/her address and do not contain obscene or defamatory language shall be added to the standing committee Agenda.

28.0 COMMUNICATIONS – PETITIONS – STANDING COMMITTEES

28.1 Presentation - information - legibly written - signed
Every communication or petition intended for presentation to a standing committee shall be legibly written or printed and shall be signed by at least one person giving his/her address.

28.2 Listed - in Agenda
The Clerk shall list in the Agenda only those communications and petitions which pertain to matters contained within the mandate of the standing committee and which may not be reasonably expected to be dealt with through an established administrative process or program.

28.3 Matters – conform to legislation
All communications and petitions must conform to applicable privacy and copyright legislation in order to be considered for inclusion on an Agenda.

28.4 Matters – directed to appropriate area – Clerk
Every communication or petition shall be directed by the Clerk to the appropriate standing committee in accordance with Schedules “A” to “E” to this by-law.

28.5 Language - obscene - defamatory - prohibited
Notwithstanding the provisions of sections 28.2 and 28.3 of this by-law, communications or petitions containing obscene or defamatory language shall not be listed on an Agenda of a standing committee.

28.6 Distribution of Materials – Clerk
No person, other than the Clerk or his/her designate, shall before or during a meeting of a standing committee place on the desks of the Members, or otherwise distribute, any material whatsoever.

29.0 COMMENCEMENT OF STANDING COMMITTEE MEETINGS

29.1 Chair – to preside – all standing committee meetings
The Chair appointed by Council shall preside at all standing committee meetings.

29.2 Chair – absence
In the absence of the Chair, the Vice Chair appointed by the standing committee shall preside during the standing committee meeting, or until the arrival of the Chair.

29.3 Chair and Vice Chair – absence
In the absence of the Chair and Vice Chair the members shall elect a member to preside at the standing committee meeting, or until such time as the arrival of the Chair or Vice Chair.

30.0 DISCLOSURES OF PECUNIARY INTEREST

30.1 Pecuniary interest - disclosure - requirements
If a member has any pecuniary interest, direct or indirect, in any matter in which the standing committee is concerned and if he/she is present at a meeting at which the said matter is the subject of consideration, then he/she shall disclose his/her interest at Stage I, as identified in section 27.1 of this by-law, and he/she shall recuse themselves and not take part in the consideration or discussion of the said matter nor shall he/she vote on any motion in regard to the said matter.

30.2 Non-compliance - by member - validity not affected
The failure of one or more members to comply with section 30.1 of this by-law shall not affect the validity of the meeting in regard to the said matter.

30.3 Disclosure - by majority - quorum - requirement
Notwithstanding the provisions of section 30.1 of this by-law, when a majority of the members has disclosed an interest in accordance with section 30.1 of this by-law and the *Municipal Conflict of Interest Act*, as may be amended from time to time, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two.

31.0 RULES OF DEBATE AND CONDUCT AT STANDING COMMITTEE MEETINGS

31.1 Order - decorum - maintained - Chair
The Chair shall preside over the conduct of the meeting, including the preservation of good order and decorum, ruling on points of order and deciding all questions relating to the orderly procedure of the meeting, subject to an appeal to the standing committee.

31.2 Chair - speaking on motion - to leave Chair
The Chair may answer questions and comment in a general way without leaving the Chair, but if he/she wishes to make a motion or to speak on a motion taking a definite position and endeavouring to persuade the standing committee to support that position, then he/she shall first leave the Chair.

31.3 Chair - leaving Chair - member designated in place
If the Chair desires to leave the Chair for the purpose of taking part in the debate or for any other reason, he/she shall have the Vice Chair, or in the Vice Chair's absence, another member to fill his/her place until he/she resumes the Chair.

31.4 Speaking - recognition by Chair - required
Before a member may speak to any matter, he/she shall first be recognized by the Chair, but need not rise to speak.

31.5 Speaking - order - determination
When two or more members indicate simultaneously that they wish to speak, the Chair shall name the member who is to speak first. Members of Council who are not members of the standing committee shall speak after the standing committee members have spoken.

31.6 Speaking - limitation - subject - maximum 5 minutes
When a member is speaking to a motion, he/she shall confine his/her remarks to the motion and in speaking shall be limited to a maximum of 5 minutes, unless otherwise decided by a majority vote of the members present. A member's speaking time shall not include any time required for staff to respond to a member's question.

31.7 Speaking - once only - exception - vote - reply
A member shall not speak more than once to any motion until every member who desires to speak has spoken once. A member's reply time shall not include any time required for staff to respond to that Member's question.

31.8 Speaking - under debate - motion - prohibited
A member who has already spoken to any motion under debate shall not be permitted to move any motion described in section 33.5 of this by-law, except a motion to proceed beyond the hour of 11:00 PM.

31.9 Motion - under debate - questions - before vote
When a motion is under debate, a member may ask a concisely worded question of another member, or appropriate staff, through the Chair prior to the motion being put to a vote by the Chair in accordance with section 34.4 of this by-law.

31.10 Motion - under debate - read - at any time
A member may require the motion under debate to be read at any time during the debate, but shall not interrupt a member who is speaking.

31.11 Disruption – standing committee - by member - prohibited
A member shall not disturb the standing committee by any disorderly deportment, including conduct contrary to the Code of Conduct established by the Council.

31.12 Offensive language - insults - prohibited
A member shall not use profane or offensive words or insulting expressions.

31.13 Disobedience - rules - points of order - prohibited
A member shall not disobey the rules of the Council or a decision of the Chair on points of order or on the interpretation of the rules of procedure of the Council.

31.14 Leaving seat - disturbance during vote - prohibited
A member shall not leave his/her seat or make any noise or disturbance while a vote is being taken or until the result is declared.

31.15 Speaking - rising and addressing
A member need not rise to speak, after addressing himself/herself to the Chair.

31.16 Interruption - speakers - exception
A member shall not interrupt a member who is speaking, except to raise a point of order or a question of privilege.

31.17 Leaving meeting - not to return - Chair informed
A member shall not leave the meeting when he/she does not intend to return thereto without first advising the Chair.

31.18 Disorderly conduct - member to be removed - question
In the event that a member persists in a breach of the rules prescribed in sections 31.11 to 31.17 inclusive of this by-law, after having been called to order by the Chair, the Chair shall put the question "Shall the member be ordered to leave his/her seat for the duration of the meeting?" and such question is not debatable.

31.19 Disorderly conduct - member to leave seat
If the standing committee decides the question set out in section 31.18 of this by-law in the affirmative by a majority vote of the members present, the Chair shall order the member to leave his/her seat for the duration of the meeting.

31.20 Apology - member to resume seat - by permission
If the member apologizes, the Chair, with the approval of the standing committee, may permit him/her to resume his/her seat.

31.21 Failure to leave seat - removal
If a member does not leave his/her seat after being ordered to do so by the Chair in accordance with section 31.19 of this by-law and if the member does not apologize in accordance with section 31.20 of this by-law, then the Chair shall seek the appropriate assistance from the Sergeant-at-Arms or his/her designate.

31.22 Meeting in session – entrance to floor – restriction
No person shall be allowed to enter the main floor of the Council Chambers during meetings without the leave of the Chair, except members, employees and servants of the Corporation and those representatives of the media who have appropriate identification to the satisfaction of the Clerk. Delegations shall be required to speak from gallery using the corporate sound system.

31.23 Meeting in session – entrance to floor – exception
Delegations appearing with the consent of the standing committee, and requiring use of corporate visual aid equipment, or any other person invited to enter the floor of the Chambers with the consent of a majority of the members, shall be permitted to enter the floor of the Chambers immediately preceding their delegation and shall be required to leave the floor of the Chambers immediately following their delegation.

32.0 QUESTIONS OF PRIVILEGE/POINTS OF ORDER

32.1 Rights - privileges - integrity - of members - affected
If a member believes that his/her rights, privileges or integrity or those of the members collectively have been prejudicially affected, he/she shall ask leave of the Chair to raise a question of privilege which shall take precedence over all other matters, but he/she shall not be permitted to enter into any argument or introduce any motion related to the question of privilege.

32.2 Civic Administration - integrity questioned - procedure
When a member considers that the integrity of a member of the Civic Administration has been impugned or questioned, the Chair shall, if they choose to do so, permit the City Manager or a Managing Director or his/her designate to make a statement to the standing committee.

32.3 Rule of procedure - violation - raised by member
When a member desires to call attention to a violation of the rules or practices of procedure, he/she shall ask leave of the Chair to raise a point of order and after leave is granted, he/she shall state the point of order to the Chair succinctly and the Chair shall then decide upon the point of order and advise the members of his/her decision.

32.4 Appeal - Chair's decision - immediately - required
Unless a member immediately appeals the Chair's decision to the standing committee, the decision of the Chair shall be final.

32.5 Appeal - decision - question put
If the decision of the Chair is appealed to the standing committee, then the question "Shall the ruling of the Chair be sustained?" shall be put immediately without debate and its result shall be final.

32.6 Call to order - member to sit - speaking - permission
When the Chair calls a member to order, that member shall immediately sit down until the point of order is dealt with and that member shall not speak again to the matter under discussion without the permission of the Chair, unless to appeal the ruling of the Chair.

33.0 MOTIONS – ORDER – PUTTING MOTIONS

33.1 Public hearing - motions - postponed - until all heard
Where members of the public are to be heard on a matter by a standing committee, except for motions on procedural matters, no motion shall be made by a member of a standing committee until the public has been heard.

33.2 Public participation - prohibited - after motion
No further public participation shall be allowed after a motion has been duly made to close the public participation.

33.3 Motion - seconded before debate - exception
Motions shall be seconded before being debated or put to a vote.

33.4 Withdrawal - before put - requirement
Every motion shall be deemed to be in the possession of the standing committee for debate after it is accepted by the Chair, but may, with the permission of the standing committee, be withdrawn at the joint request of the mover and seconder at any time before the motion is disposed of.

33.5 Motion under debate - other motions permitted
When a motion is under debate, no other motion shall be in order except a motion:

(a) to adjourn;

(b) to proceed beyond the hour of 11:00 PM;

(c) to table;

(d) to postpone;

(e) to refer; or

(f) to amend.

33.6 Motion to adjourn - qualifications
A motion to adjourn shall:

(a) not be amended;

(b) not be debated;

(c) not include qualifications or additional statements; and

(d) always be in order, except when a member is speaking or the members are voting or when made in closed session.

33.7 Motion to adjourn - rejected - procedure
When a motion to adjourn has been decided in the negative, no further motion to adjourn shall be made until after some subsequent proceeding has taken place.

33.8 Adjournment - extension - maximum - permissible
The standing committee shall always adjourn at 11:00 PM if in session at that hour, unless otherwise decided before that hour by a two-thirds vote of the members present at the meeting.

33.9 Motion to proceed beyond 11:00 PM - qualifications
A motion to proceed beyond the hour of 11:00 PM shall:

(a) not be amended;

(b) not be debated; and

(c) always be in order, except when a member is speaking or the members are voting.

33.10 Motion to postpone - to certain time - qualifications
A motion to postpone a matter to a certain time shall:

(a) be open to debate;

(b) be amendable; and

(c) preclude amendment and debate of the preceding motion, unless the motion to postpone to a certain time is resolved in the negative, in which case the preceding motion shall be open to debate and amendment.

33.11 Motion to refer - qualifications
A motion to refer a matter under consideration to a standing committee, to the Civic Administration or elsewhere shall:

(a) be open to debate;

(b) be amendable; and

(c) preclude amendment or debate of the preceding motion, unless the motion to refer is resolved in the negative, in which case the preceding motion shall be open to debate and amendment.

33.12 Motion to amend - qualifications
A motion to amend shall:

(a) be open to debate;

(b) not propose a direct negative to the main motion; and

(c) be relevant to the main motion.

33.13 Motion to amend - main motion - one at a time
Only one motion to amend the main motion shall be allowed at one time.

33.14 Motion to amend - amendment - one at a time
Only one motion to amend a motion to amend the main motion shall be allowed at one time.

33.15 Zoning matters - public notice - considerations
When a standing committee amends a proposed zoning or rezoning by-law after the holding of a public meeting by the standing committee as required by the *Planning Act*, the standing committee shall immediately vote on the question of whether or not any further notice is to be given in respect of the proposed by-law, as amended.

33.16 Public notice - question - amendable - debatable
The question of whether or not any further notice is to be given shall be amendable and debatable.

33.17 Zoning by-law - notice determination - before enacted
The proposed zoning or rezoning by-law, as amended, shall not be introduced and enacted until the question of whether or not any further notice is to be given has been resolved.

34.0 VOTING

34.1 Amendment - to amendment - voted on first
A motion to amend an amendment to a motion shall be voted on first.

34.2 Voting - order
Voting on the main motion and amending motions shall be conducted in the following order:

(a) a motion to amend a motion to amend the main motion;

(b) a motion (as amended or not) to amend the main motion; and

(c) the main motion (as amended or not).

34.3 Propositions - divided - voted on separately
When the motion under consideration contains distinct propositions, upon the request of any member and provided a recorded vote has not been called for, the vote on each proposition shall be taken separately.

34.4 Motion to vote - immediately - after all have spoken
A motion shall be put to a vote by the Chair immediately after all members desiring to speak on the motion have spoken, as well as those Members of Council who are not members of the standing committee, but have been recognized to speak, in accordance with section 31.8 of this by-law.

34.5 Speaking - after motion - before vote announced
After a motion is put to a vote by the Chair, no member shall speak on that motion nor shall any other motion be made until after the result of the vote is announced by the Clerk.

34.6 Mandatory vote - all members
Every member present shall vote on every motion unless the member indicates a conflict of interest, in which case the member shall recuse themselves from the vote.

34.7 No vote - deemed negative
Notwithstanding the provisions of section 34.6 of this by-law, every member who is not recused from voting by reason of a declared conflict of interest, shall be deemed to be voting against the

motion if he/she declines or abstains from voting.

34.8 Secret voting - on motion - prohibited
The manner of determining the decision of the standing committee on a motion shall not be by secret ballot or by any other method of secret voting.

34.9 Putting the question to vote - qualifications
When putting the question to vote, the Chair shall first ask for those in favour of its adoption to raise their hands and then ask for those opposed to its adoption to raise their hands. In the case of electronic voting, the Chair shall ask all members to vote simultaneously whether they are in favour or opposed to its adoption except for those members who have recused themselves, pursuant to section 30.1.

34.10 Result - announced - by Clerk
The Clerk shall announce the result of every vote.

34.11 Result - disagreement - objection immediate - retaken
If a member disagrees with the number of votes for and against a motion as announced by the Clerk, he/she may object immediately to the Chair's declaration and, with the consent of the Council, the vote shall be retaken, unless the vote has been taken electronically, in which case the voted results, recorded by the electronic system shall be deemed final.

34.12 Tie vote - deemed negative
When there is a tie vote on any motion, it shall be deemed to have been decided in the negative.

34.13 Recorded vote - required
A recorded vote shall be taken on all motions where electronic voting is available and when called for by any member or when required by law, in those instances where electronic voting is not available

34.14 Recorded vote - called for - before - after - vote
A member may call for a recorded vote immediately prior to or immediately after the taking of the vote in those instances where electronic voting is not available.

34.15 Recorded vote - names - entered in report
When a recorded vote is taken, the names of those who voted for and those who voted against the motion shall be entered in the report.

34.16 Electronic Voting – where applicable
Where electronic voting is available, every member present shall vote on every motion unless a member indicates a conflict of interest, in which case the Member shall recuse themselves and the result of the vote shall be publicly displayed and included in the record of the meetings, including the recusals.

34.17 Voting – simultaneous - rotation – recorded vote
Electronic voting shall be simultaneous. In those instances where a recorded vote is not being taken electronically the taking of the first recorded vote at any standing committee meeting shall begin with the member usually seated the furthest from the Chair, progressing through the Members usually seated next furthest from the Chair, and ending with the Chair, with the exception of any member that has been disqualified from voting by reason of a declared conflict of interest or is absent; thereafter the starting point for the taking of subsequent recorded votes will move to the next eligible member in proximity order, provided however, that the Chair will always be the last person voting when a recorded vote is taken by means other than electronically. In such circumstances where another member is presiding over a meeting, the presiding officer will vote last.

35.0 RECONSIDERATION

35.1 Reconsideration – not in order – legally binding commitments
No motion to recommend reconsideration of a decided matter of Council shall be in order when the original motion has been implemented resulting in a legally binding commitment that is in place on the date that a motion to reconsider is to be debated.

35.2 Reconsideration – decided matter of Council – introduction
A motion to recommend reconsideration of a decided matter of Council must be made by a member who voted with the majority on the original motion.

35.3 Reconsideration – decided matter of Council – only once
No motion to recommend reconsideration a decided matter of Council shall be made more than once in the twelve month period from the date the matter was decided, unless a regular election has occurred following the decision.

35.4 Reconsideration – decided matter of Council – vote
A motion to recommend reconsideration of a decided matter of Council shall require the approval of at least a majority of the standing committee members.

35.5 Affirmative vote – original matter – next business
If a motion to recommend reconsideration is decided in the affirmative at a standing committee meeting, then consideration of the original matter shall become the next order of business.

35.6 Debate – prohibited – statement of reason – permitted
No debate on a motion to recommend reconsideration of a decided matter shall be permitted; however the mover of a motion to recommend reconsideration may provide a brief and concise statement outlining the reasons for proposing such reconsideration.

35.7 Recommendation – reconsideration
Any recommendation for reconsideration of a decided matter of Council arising from a standing committee shall first include a recommendation for Council to reconsider the decided matter of Council and secondly, the recommended action for Council to take with respect to the matter under reconsideration.

35.8 Reconsideration – same standing committee – any time
A motion to reconsider a decided matter may introduced at any time when it is made at the same standing committee at which the original motion was decided.

35.9 Reconsideration – same standing committee – introduction
A motion to reconsider a decided matter at the same standing committee at which the original motion was decided must be made by a member who voted with the majority of the original motion.

35.10 Reconsideration – same standing committee – majority vote
A motion to recommend the reconsideration of a decided matter at the same standing committee meeting at which the original motion was decided shall only require the approval of the majority of the members present at that standing committee.

35.11 Affirmative vote – original matter – same standing committee – next business
If a motion to reconsider a decided matter at the same standing committee meeting is decided in the affirmative at a meeting, then consideration of the original matter shall become the next order of business.

35.12 Debate – prohibited – statement of reason – same standing committee - permitted
No debate on a motion to reconsider a decided matter at the same standing committee meeting shall be permitted; however the mover of a motion to reconsider may provide a brief and concise statement outlining the reasons for proposing such reconsideration.

36.0 DELEGATIONS

36.1 Written request - to Clerk
Any person desiring to be heard by a standing committee shall submit a written request to the Clerk in accordance with the established submission deadline as set out in sections 27.10 and 27.11 of this by-law and the Clerk shall then direct the request to the appropriate committee.

36.2 Business - stated - matters - related to
Persons appearing before a standing committee shall confine their remarks to the business stated in their request.

36.3 Speaking – limited - 5 minutes
No delegation shall speak on a matter longer than a 5 minute period, without leave of a majority of the members present except as otherwise prescribed by applicable legislation.

36.4 Repetition - prevented - hearing declined - exception
In order to avoid repetition and to ensure an opportunity for the expression of different points of view but except as required by law, a standing committee may decline to hear any person who has an identifiable common interest or concern with any other person who has already appeared and spoken at the meeting of the committee.

36.5 Appearance - previous - limitation - new information
Except as required by law, any person appearing before a standing committee who has previously appeared before a standing committee on the same subject matter shall be limited to providing only new information in their second and subsequent appearances.

36.6 City Manager – Managing Directors or their designates - address
Notwithstanding the provisions of section 36.1 of this by-law, the City Manager and the Managing Directors or their designates shall be permitted to address a standing committee.

36.7 City Manager - authority - provided
Notwithstanding the provisions of sections 36.1 of this by-law, the City Manager shall be permitted to address a standing committee in accordance with the by-law which establishes the position of City Manager.

37.0 PUBLIC AT STANDING COMMITTEE MEETINGS

37.1 Public – Proper Decorum to Be Maintained At All Times
Members of the public in attendance at Council meetings shall conduct themselves with proper decorum at all times, in order to ensure a safe and respectful meeting environment.

37.2 Public – Electronic Devices – Silenced
Members of the public in attendance at Council meetings shall ensure that all electronic devices are set to silent mode.

37.3 Public – Disorderly Conduct
Any person who is not conducting themselves in a manner as set out in section 37.1 or 37.2 of this by-law shall be asked by the Chair to do so. If that person continues to conduct themselves in a manner contrary to section 37.1 or section 37.2 of this by-law, then that person shall be removed from the meeting.

37.4 Public – Immediate Removal
Notwithstanding section 37.3 of this by-law, in the event a member of the public is conducting themselves in a manner which poses a threat to the personal safety of themselves or others in attendance at the meeting, they shall be removed from the meeting, without warning.

37.5 Suspension of meeting – order restored
The Chair may unilaterally suspend the meeting until order is restored in the meeting.

38.0 STANDING COMMITTEE – IN CAMERA

38.1 Chair – in camera - presides
Whenever a majority of the members present decide that a standing committee should convene in camera, the Chair shall continue to preside and maintain order during the in camera portion of the Council meeting.

38.2 Vice Chair – in camera - where Chair absent
In the absence of the Chair, the Vice Chair shall preside and maintain order during the in camera portion of the standing committee meeting.

38.3 Chair – appointed – where Chair and Vice Chair absent
In the absence of the Chair and Vice Chair, the member elected to preside in their absence shall preside and maintain order during the in camera portion of the standing committee meeting.

38.4 Standing committee – in camera - matters
The standing committee shall consider, in camera, all matters contained in the in Confidential Appendix to the Agenda, unless otherwise decided by a majority vote of the members.

38.5 Meeting - in closed session - decided by majority vote
Any part of a standing committee meeting may be held in closed session if the standing committee so decides by a majority vote of the members present to consider matters in accordance with sections 5.2, 5.3 and 5.4 of this by-law.

38.6 Motion to rise and report - non-debatable
A motion shall be made during the in camera session of standing committee to rise and report in public session of the standing committee and shall be decided without debate.

38.7 Report - proceedings - immediate
The proceedings of the in camera portion of a standing committee meeting, shall be reported by the Vice Chair, or in the absence of the Vice Chair a member selected by the Chair, to present the report of the in camera session of the standing committee in public session of the standing committee.

38.8 Report - recommendations - adopted - confirmed
The report and recommendations of the standing committee referred to in section 38.7 of this by-law shall be presented to the Council for consideration in a confidential appendix to the report of the standing committee.

38.9 Adjournment – 11:00 PM - extension - requirements
No in camera session of a standing committee shall extend beyond 11:00 PM unless otherwise decided before that hour by a two-thirds vote of the members present at the meeting.

39.0 DEFERRED MATTERS/ADDITIONAL BUSINESS

39.1 Deferred Matters/Additional Business – defined
Items to be dealt with under deferred matters/additional business shall include those matters contained in the deferred matters list of the standing committee and any other business of an emergent nature that must be dealt with before the next regular meeting of the standing committee.

PART 5 – SPECIAL COMMITTEES

40.1 Appointment - by Council - consideration - report
A special committee may be appointed by the Council to consider and report on a specific subject, project or undertaking.

40.2 Work - completed - committee - dissolved
When a special committee has completed its work and made its report to the Council, the committee shall be deemed to be dissolved.

PART 6 – REPEAL – ENACTMENT - AMENDMENT

41.1 By-laws - previous
By-law A-45, as passed on October 30, 2012 and all of its amendments are hereby repealed.

41.2 Effective date
This by-law shall come into force and take effect on [DATE].

Passed in Open Council on [DATE].

Matt Brown
Mayor

Catharine Saunders
City Clerk

First Reading - [DATE]
Second Reading – [DATE]
Third Reading – [DATE]

Schedule "A" – Mandate – Civic Works Committee

The City Clerk shall direct the following general matters to the Civic Works Committee for consideration and report to the Council:

- Bicycle Master Plan
- Bridges and Overpasses
- Drainage and Flood Control
- Equipment acquisition and maintenance
- Parking – Assets and Maintenance
- Public Transit (Conventional & Specialized)
    - ❖ London Transit Commission
    - ❖ Alternate Modes (Rapid Transit, etc.)
- Roadways - Planning, Design and Maintenance
- Sewers
- Sidewalks – Planning, Design and Maintenance
- Snow Control
- Specialized Rail Services
- Street Lighting
- Tenders for infrastructure services projects approved as part of the annual budget
- Traffic Control
- Transportation Master Plan and Policies
- Utilities (Hydro, Gas, Telecommunications – Operational)
- Waste Management
    - ❖ Recycling and Composting
    - ❖ Garbage Collection and Disposal
- Wastewater
- Water Supply

Any other matters the City Clerk identifies as relevant to the jurisdiction of the Committee.

Schedule "B" – Mandate – Community and Protective Services Committee

The City Clerk shall direct the following general matters to the Community and Protective Services Committee for consideration and report to the Council:

Animal Services

Emergency Services

- Emergency Management
- Emergency Medical Services (EMS)
- Fire Services
- Police Services

Community Services

- Childcare and Early Learning
- Culture (Advisory and Funding)
    - ❖ Art Gallery and Museum (Museum London)
    - ❖ Arts, Culture and Heritage Advisory and Funding
    - ❖ Library Services
- Dearness Services (unless otherwise within the jurisdiction of the Dearness Home Committee of Management)
- Housing and Homelessness
    - ❖ Homeless Support and Emergency Shelters
    - ❖ Social Housing
    - ❖ Affordable Housing
- Local School Board Liaison
- Middlesex London Health Unit
- Ontario Works
- Parks, Recreation and Neighbourhood Services
    - o Aquatics
    - o Arenas
    - o Community Centres
    - o Community Development/Strengthening Neighbourhoods
    - o Community Gardens

    - Community Recreational and Leisure Programming
    - Golf
    - Parks and Recreation Master Plan
    - Parks Planning - Design and Development
    - Parks Property Management and Maintenance
    - Special Events Coordination
    - Sports Services
    - Storybook Gardens

Public Safety

- By-laws
- Downtown Surveillance Cameras
- Licensing
- Enforcement (Parking, noise, property standards, etc.)

Any other matters the City Clerk identifies as relevant to the jurisdiction of the Committee.

Schedule "C" – Mandate – Corporate Services Committee

The City Clerk shall direct the following general matters to the Corporate Services Committee for consideration and report to the Council:

- AODA (Compliance and Annual Plan)
- Appointments to/resignations from Advisory Committees after the initial appointments at the commencement of a Council term
- Asset Management (Facilities Maintenance and Operations)
- Civic Protocol and Recognitions
- Corporate Communications
- Corporate Information and Archive Management
- Corporate Management
- Corporate Security & Downtown Surveillance Cameras
- Council Support Services
- Customer Service (Corporate Plans and Policies)
- Finance
    - Annual Development Charges Reporting
    - Assessment
    - Banking
    - Community Grants
    - Debenture Issuance
    - Financial Monitoring and Performance
    - Reserve Funds – Establishment and Reporting
    - Taxation
- Human Resources
    - Benefits and Compensation
    - Corporate Training
    - Employment Policies
    - Health and Safety
    - Labour Relations
    - Recruitment
- Human Rights
- Information Technology
- Intergovernmental and Community Liaison
- Legal Services (except reporting matters directly related to the jurisdiction of another standing committee)
- Legislative Services
- Major Public Facilities
    - Budweiser Gardens (formerly John Labatt Centre)
    - Covent Garden Market
    - Centennial Hall
    - Eldon House
    - Grand Theatre
    - Western Fair
- Municipal Elections
- Payroll
- Purchasing (excluding tender/contract awards for matters falling within the jurisdiction of another standing committee)
- Realty Services

- Risk Management

Any other matters the City Clerk identifies as relevant to the jurisdiction of the Committee.

Schedule "D" – Mandate – Planning & Environment Committee

The City Clerk shall direct the following general matters to the Planning & Development Services Committee for consideration and report to the Council:

- Area Plans
- Building Approvals
- Business Improvement Areas (BIA)
- Community Planning and Community Improvement Plans
- Condominium Approvals
- Conservation Authorities
- Development Approvals
- Environmental Assessments (related to development)
- Five-Year Official Plan Review
- Growth Management
- Heritage – Built
- Land Use Planning
- Natural Heritage (Environmentally Significant Areas)
- Official Plan
- Planning Approvals
- Secondary Area Plans
- Site Plans
- Subdivision Approvals
- Urban Design
- Urban Forestry
- Zoning

Any other matters related to the *Planning Act, Ontario Heritage Act* and *Municipal Act,* 2001 and other legislation applicable to planning and development and/or other matters the City Clerk identifies as relevant to the jurisdiction of the Committee.

Schedule "E" – Mandate – Strategic Priorities and Policy Committee

Strategic Initiatives:

- Asset Management Plan (Policies and Procedures)
- Corporations with Share Capital (London Hydro and London-Middlesex Housing Corporation)
    - Annual General Meetings
    - Board of Directors Compensation
    - Dividends
    - Shareholder Resolutions
- Council's Strategic Plan
- Development Charges (Policy and By-law)
- Governance
    - Appointment/Resignation of Members of Standing Committees, Special Committees, Boards, Commissions and Outside Agencies
    - Boundary Adjustments (annexations and amalgamations)
    - Citizen Appointments to Advisory Committees (at the commencement of a new Council term)
    - Council Conduct
    - Governance Model
- Major Corporate Initiatives (e.g. Citizen Engagement, Service London, etc.)

Budget:

- Annual Operating and Capital Budgets
- Long-Term Financial Plans and Policies

- Economic Strategies, Initiatives and Emerging Issues
    - Business Retention and Development
    - Governmental Liaison Related to Economic Development Matters
    - Industrial Land Strategy
    - Investment Strategy

- Labour Force Retention and Development
- London Convention Centre Corporation (Conventions, Meetings and Events)
- London Economic Development Corporation
- Southwest Economic Alliance (SWEA)
- Tourism London (Tourism and Sports Attraction)
- Culture Plan
- London Arts Council

Any other matters the City Clerk identifies as relevant to the jurisdiction of the Committee or referred to it by the Municipal Council.

APPENDIX "B"

Bill No. 427

2015~~2~~

By-law No. A-45

A by-law to provide for the Rules of Order and Procedure for the Council of The Corporation of the City of London.

The Council of The Corporation of the City of London enacts as follows:

ADMINISTRATIVE

By-law

A by-law to provide for the
RULES OF ORDER AND PROCEDURE
FOR THE COUNCIL OF THE
CORPORATION OF THE CITY OF LONDON

BY-LAW INDEX
(NOTE: To be restated once changes to balance of by-law determined)
Part 1
DEFINITIONS

1.1 Definitions

Acting Mayor – defined

Address - defined

Advisory committee – defined

Amend – defined

Chair - defined

Clerk - defined

Closed session – defined

Committee of the Whole – defined

Corporation - defined

Council - defined

Defer – defined

Deputy Mayor - defined

Meeting – defined

Member - defined

Motion – defined

Notice of Motion – defined

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~~Point of Order – defined~~

~~Published – defined~~

~~Recorded vote – defined~~

~~Standing committee – defined~~

~~Year – defined~~

~~**Part 2**~~
~~**GENERAL**~~

~~2.1 Rules - regulations - observed - at all times~~

~~2.2 Rules - observed - modifications - permitted~~

~~2.3 Parliamentary procedure - proceedings~~

~~2.4 Rules - regulations - suspended - 2/3 consent - Council~~

~~2.5 Absence - Mayor - authority~~

~~2.6 Absence – Deputy Mayor – selected by the Mayor~~

~~2.6.1 Absence – Deputy Mayors~~

~~2.7 Meeting – in session – entrance to floor – restriction~~

~~2.8 Meeting Location~~

~~**Part 3**~~
~~**SCHEDULE OF MEETINGS**~~

~~3.1 Annual Schedule of Meetings - prepared by Clerk~~

~~3.2 Annual Schedule of Meetings - qualifications~~

~~3.3 Special meeting – emergency – called by Mayor~~

~~3.4 Special meeting - called by Clerk - petition - submitted~~

~~**Part 4**~~
~~**NOTICE OF MEETINGS**~~

~~4.1 Agenda – deemed notice – exception~~

~~4.2 Agenda - delivered - 48 hours in advance~~

~~4.3 Special meetings - notice - delivered - 24 hours prior~~

~~4.4 Special meetings - business specified - transacted~~

~~4.5 Emergency - notice not required~~

~~4.6 Emergency - business specified - transacted~~

~~4.7 Agenda - notice - not received - validity~~

~~4.8 Postponement – meeting – emergency – up to 7 days~~

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~~4.9 Postponement - notice by Clerk~~

~~Part 5~~
~~**OPEN MEETINGS**~~

~~5.1 Meetings - open to public~~

~~5.2 Meetings - when closed~~

~~5.3 Meetings - when closed - education or training~~

~~5.4 Meetings - required to be closed~~

~~5.5 Meetings - resolution required~~

~~5.6 Meetings - not closed during vote~~

~~5.7 Meetings - not closed during vote-exception~~

~~5.8 Voting Procedure - closed session - Committee of the Whole and standing committees - procedural matters~~

~~**Part 6**~~
~~**COMMITTEE OF THE WHOLE AND STANDING COMMITTEE AGENDAS**~~

~~6.1 Committee of the Whole and Standing Committee Agendas - composition - prepared by Clerk~~

~~6.2 Confidential items - general description by Clerk~~

~~6.3 Consent Items - defined~~

~~6.4 Consent Item - process to address~~

~~6.5 Items for Direction - defined~~

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~~7.1 Composition - prepared by Clerk~~

~~7.2 Deadline - material inclusion~~

~~7.3 Added Materials - deadline~~

~~7.4 Order of business - as specified - exception~~

~~7.5 Motion - to change order - not amendable - debatable~~

~~**Part 8**~~
~~**COMMENCEMENT OF MEETINGS**~~

~~8.1 Quorum - majority - required~~

~~8.2 Call to order - quorum present~~

~~8.3 Mace - carried in procession - to Chambers - order~~

~~8.4 Mayor seated - mace put in place~~

~~8.5 Adjournment - quorum not present - names recorded~~

~~8.6 Mayor - to preside - all Council meetings~~

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~~8.7 Mayor - absence~~

~~8.7.1 Mayor and Deputy Mayor selected by the Mayor - absence~~

~~8.7.2 Mayor and Deputy Mayors - absence~~

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~~**Part 9**~~
~~**RULES OF DEBATE AND CONDUCT**~~

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~~9.1 Order - decorum - maintained - Chair~~

~~9.2 Mayor - speaking on motion - to leave Chair~~

~~9.3 Mayor - leaving Chair - member designated in place~~

~~9.4 Speaking - recognition by Chair - required~~

~~9.5 Speaking - order - determination~~

~~9.6 Speaking - limitation - subject - maximum 5 minutes~~

~~9.7 Speaking - once only - exception - vote - reply~~

~~9.8 Speaking - under debate - motion - prohibited~~

~~9.9 Motion - under debate - questions - before vote~~

~~9.10 Motion - under debate - read - at any time~~

~~9.11 Disruption - Council - by member - prohibited~~

~~9.12 Offensive language - insults - prohibited~~

~~9.13 Disobedience - rules - points of order - prohibited~~

~~9.14 Leaving seat - disturbance during vote - prohibited~~

~~9.15 Speaking - rising and addressing~~

~~9.16 Interruption - speakers - exception~~

~~9.17 Leaving meeting - not to return - Chair informed~~

~~9.18 Disorderly conduct - member to be removed - question~~

~~9.19 Disorderly conduct - member to leave seat~~

~~9.20 Apology - member to resume seat - by permission~~

~~9.21 Failure to leave seat - removal by Sergeant-at-Arms~~

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~~**Part 10**~~
~~**QUESTIONS OF PRIVILEGE**~~
~~**POINTS OF ORDER**~~

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~~10.1 Rights - privileges - integrity - of members - affected~~

~~10.2 Administration - integrity questioned - procedure~~

~~10.3 Rule of procedure - violation - raised by member~~

~~10.4 Appeal - Chair's decision - immediately - required~~

~~10.5 Appeal - decision - question put - to Council~~

~~10.6 Call to order - member to sit - speaking - permission~~

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~~**Part 11**~~
~~**MOTIONS - ORDER - PUTTING MOTIONS**~~

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~~11.1 Notice of motion - filed with Clerk~~

~~11.2 Question - urgent - included in Agenda~~

~~11.3 Notice - Agenda - consideration - conditions~~

~~11.4 Motions for giving leave - non-amendable - debatable~~

~~11.5 Motion - seconded before debate - exception~~

~~11.6 Withdrawal - before put - requirement~~

~~11.7 Motion under debate - other motions permitted~~

~~11.8 Motion to adjourn - qualifications~~

~~11.9 Motion to adjourn - rejected - procedure~~

~~11.10 Adjournment - extension - maximum - permissible~~

~~11.11 Motion to proceed beyond 11 PM - qualifications~~

~~11.12 Motion to table - qualifications~~

~~11.13 Motion to table - accepted - procedure~~

~~11.14 Motion to put the question - qualifications~~

~~11.15 Motion to put the question - accepted - procedure~~

~~11.16 Motion to postpone - to certain time - qualifications~~

~~11.17 Motion to refer - qualifications~~

~~11.18 Motion to amend - qualifications~~

~~11.19 Motion to amend - main motion - one at a time~~

~~11.20 Motion to amend - amendment - one at a time~~

~~11.21 Zoning by-laws - public notice - considerations~~

~~11.22 Public notice - question - amendable - debatable~~

~~11.23 Zoning by-law - notice determination - before enacted~~

~~**Part 12**~~
~~**VOTING**~~

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~~12.1 Amendment - to amendment - voted on first~~

~~12.2 Voting - order~~

~~12.3 Propositions - divided - voted on separately~~

~~12.4 Motion to vote - immediately - after all have spoken~~

~~12.5 Speaking - after motion - before vote announced~~

~~12.6 Mandatory vote - all members~~

~~12.7 No vote - deemed negative~~

~~12.8 Secret voting - on motion - prohibited~~

~~12.9 Putting the question to vote - qualifications~~

~~12.10 Result - announced - by Chair~~

~~12.11 Result - disagreement - objection immediate - retaken~~

~~12.12 Tie vote - deemed negative~~

~~12.13 Recorded vote - required~~

~~12.14 Recorded vote - called for - before - after - vote~~

~~12.15 Recorded vote - names - entered in minutes~~

~~12.16 Electronic Voting - where applicable~~

~~12.17 Voting - number of members - calculation~~

~~12.18 Voting - simultaneous - rotation - recorded vote~~

~~Part 13~~
~~RECONSIDERATION~~

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~~13.1 Reconsideration - not in order - legally binding commitments~~

~~13.2 Reconsideration - same Committee of the Whole or standing committee meeting - any time~~

~~13.3 Reconsideration - same Committee of the Whole or standing committee meeting - introduction~~

~~13.4 Reconsideration - same Committee of the Whole or standing committee meeting - once only~~

~~13.5 Reconsideration - same Committee of the Whole or standing committee meeting - majority vote~~

~~13.6 Reconsideration - decided matter of Council - same meeting~~

~~13.7 Reconsideration - decided matter of Council - subsequent meeting~~

~~13.8 Reconsideration - decided matter of Council - introduction~~

~~13.9 Reconsideration - decided matter of Council - once only~~

~~13.10 Reconsideration – decided matter of Council – 2/3 vote – whole Council~~

~~13.11 Affirmative vote – original matter – next business~~

~~13.12 Debate – prohibited – statement of reason – permitted~~

~~Part 14~~
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~~14.1 Appearance - before Council - where required by law~~

~~14.2 City Manager – Managing Directors or their designates - address to Council~~

~~14.3 City Manager - authority - provided~~

~~14.4 Written request - to Clerk – for Committee of the Whole or standing committee~~

~~14.5 Business - stated - matters - related to~~

~~14.6 Speaking – limited – 5 minutes~~

~~14.7 Repetition - prevented - hearing declined – exception~~

~~14.8 Appearance - previous - limitation - new information~~

~~Part 15~~
~~COMMUNICATIONS – PETITIONS~~

~~15.1 Presentation - information - legibly written - signed~~

~~15.2 Listed – in Agenda – with similar matters~~

~~15.3 Matters - not pertinent - directed to appropriate area~~

~~15.4 Language - obscene - defamatory – prohibited~~

~~Part 16~~
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~~16.1 Public – Proper Decorum to Be Maintained At All Times~~

~~16.2 Public – Electronic Devices – Silenced~~

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~~16.4 Public – Immediate Removal~~

~~16.5 Suspension of meeting – order restored~~

~~Part 17~~
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~~17.1 Corporation - business - procedure~~

~~17.2 Argument - opinions - debates - prohibited~~

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~~17.3 Answer - response - debate - prohibited~~

~~Part 18~~
~~COMMITTEE OF THE WHOLE OR STANDING COMMITTEE REPORTS~~

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~~18.1 Reports - adopted - confirmed - by motion~~

~~18.2 Recommendation - separate vote - upon request~~

~~18.3 Debate - prohibited - report without recommendation~~

~~18.4 Debate - discussion - permitted - conditions~~

~~18.5 Debate - discussion - motions - no amendment - debate~~

~~18.6 No majority decision - report without recommendation~~

~~18.7 Chair - Committee of the Whole or standing committee - presentation~~

~~18.8 Chair - absent - presentation - by member~~

~~18.9 Support of recommendations - by presentation~~

~~Part 19~~
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~~19.1 Emergency - congratulations - condolatory matters~~

~~19.2 Introduction - 2/3 vote - required~~

~~19.3 Motion to introduce - not amendable - debatable~~

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~~Part 20~~
~~UNFINISHED BUSINESS~~

~~20.1 Repeated - until disposed of~~

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~~Part 21~~
~~ENACTMENT OF BY-LAWS~~

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~~21.1 Published- distributed - with Agenda~~

~~21.2 Distributed with Added Communications - motion to introduce - majority vote~~

~~21.3 Readings - 3 - required - before enactment~~

~~21.4 Readings - 3 - at same meeting - permitted~~

~~21.5 First - third readings - motion - no amendment - debate~~

~~21.6 Second reading - amendable - debatable~~

~~21.7 Second readings - referral to Committee of the Whole~~

~~21.8 Committee of the Whole - report - second reading - motion~~

~~21.9 Signed - seal affixed - dates shown~~

~~**Part 22**~~
~~**COMMITTEE OF THE WHOLE**~~

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~~22.1 Chair - designated - report to Council~~

~~22.2 Chair - appointed - where Mayor absent~~

~~22.2.1 Chair – appointed – where Mayor and Deputy Mayor selected by the Mayor absent~~

~~22.2.2 Chair – appointed – where Mayor and Deputy Mayor absent~~

~~22.3 Report – to Council – all matters referred~~

~~22.4 Committee of the Whole – matters - Schedule "A"~~

~~22.5 Meetings - apart from regular - permitted~~

~~22.6 Meeting – in closed session - decided by majority vote~~

~~22.7 Procedure - modifications~~

~~22.8 Points of order - decision by Chair~~

~~22.9 Vote - by Chair - permitted – exception~~

~~22.10 Motion to rise and report - non-debatable~~

~~22.11 Report – proceedings – immediate~~

~~22.12 Report - separate meeting - consideration by Council~~

~~22.13 Report - recommendations - adopted - confirmed~~

~~22.14 Request – to vote separately – requirements~~

~~22.15 Adjournment - 11 PM - extension - requirements~~

~~**Part 23**~~
~~**STRIKING COMMITTEE**~~

~~23.1 Striking Committee – meeting – report~~

~~23.2 Striking Committee – composition~~

~~23.3 Advisory Committee Nominees - two or more - voting – procedure~~

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~~**Part 24**~~
~~**STANDING COMMITTEE - MEETINGS**~~

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~~24.1 Standing committees - composition~~

~~24.2 Appointments - members only~~

~~24.3 Service – every member~~

~~24.4 Mayor – member – ex officio – all committees~~

~~24.5 Civic Works Committee - matters - Schedule 'B'~~

~~24.6 Community and Protective Services Committee - matters - Schedule 'C'~~

~~24.7 Corporate Services Committee – Schedule 'D'~~

~~24.8 Planning and Environment Committee - matters - Schedule 'E'~~

~~24.9 Strategic Priorities and Policy Committee – matters – Schedule 'F'~~

~~24.10 Meetings - regular - exception - holiday~~

~~24.11 Meetings - special - called by Chair~~

~~24.12 Meetings - special - called on request~~

~~24.13 Chair - appointment - nomination - procedure~~

~~24.14 Meeting – in closed session – majority vote - required~~

~~24.15 Procedure - modifications~~

~~24.16 Motions - seconded~~

~~24.17 Vice Chair – appointed – first meeting~~

~~24.18 Chair - replacement - by Council - at any time~~

~~23.19 Minutes - not kept - report to Council~~

~~24.20 Agenda - distribution - deemed notice~~

~~24.21 Agenda - not received - validity - not affected~~

~~24.22 Agenda - preparation - deadline~~

~~24.23 Added materials – deadline~~

~~24.24 Added materials - qualifications~~

~~24.25 Public hearing - motions - postponed - until all heard~~

~~24.26 Public participation - prohibited - after motion~~

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~~**Part 25**~~
~~**SPECIAL COMMITTEES**~~

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~~25.1 Appointment - by Council - consideration - report~~

~~25.2 Work - completed - committee - dissolved~~

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~~**Part 26**~~
~~**DISCLOSURES OF PECUNIARY INTEREST**~~

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~~26.1 Pecuniary interest – disclosure – requirements~~

~~26.2 Non-compliance - by member - validity not affected~~

~~26.3 Disclosure - by majority - quorum - requirement~~

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~~Part 27~~
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~~27.2 Non-amendable - non-debatable~~

~~Part 28~~
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~~28.1 By-laws - previous~~

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~~Schedule 'B' - Mandate - Civic Works Committee~~

~~Schedule 'C' - Mandate - Community and Protective Services Committee~~

~~Schedule 'D' - Mandate - Corporate Services Committee~~

~~Schedule 'E' - Mandate - Planning and Environment Committee~~

~~Schedule 'F' - Mandate - Strategic Priorities and Policy Committee~~

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~~SHORT TITLE~~
~~COUNCIL PROCEDURE BY-LAW~~ Bill No.
2016

By-law No. A-xxx

A by-law to provide for the Rules of Order and Procedure for the Council of The Corporation of the City of London.

The Council of The Corporation of the City of London enacts as follows:

ADMINISTRATIVE

By-law

A by-law to provide for the
RULES OF ORDER AND PROCEDURE
FOR THE COUNCIL OF THE
CORPORATION OF THE CITY OF LONDON

BY-LAW INDEX

Part 1 – GENERAL PROVISIONS

1.0 Definitions

Acting Mayor – defined

Address - defined

Advisory committee – defined

Amend – defined

Chair - defined

Clerk - defined

Closed session - defined

Corporation - defined

Council - defined

Defer – defined

Deferred Matter – defined

Deputy Mayor - defined

Emergent motion – defined

Meeting - defined

Member - defined

Motion – defined

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Notice of Motion – defined

Point of Order – defined

Point of Privilege - defined

Published – defined

Recorded vote – defined

Standing committee – defined

Year – defined

2.0 General

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3.2 Annual Schedule of Meetings - qualifications

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3.4 Special meeting - called by Clerk - petition - submitted

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4.2 Agenda - delivered - 48 hours in advance

4.3 Special meetings - notice - delivered - 24 hours prior

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4.6 Emergency - business specified - transacted

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4.8 Postponement - meeting - emergency - up to 7 days

4.9 Postponement - notice by Clerk

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5.2 Meetings - when closed

5.3 Meetings – when closed – education or training

5.4 Meetings - required to be closed

5.5 Meetings - resolution required

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8.0 Disclosures of Pecuniary Interest

8.1 Pecuniary Interest – disclosure – requirements

8.2 Non-compliance – by member – validity not affected

8.3 Disclosure – by majority – quorum – requirement

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9.0 Rules of Debate and Conduct at Council Meetings

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9.1 Order - decorum - maintained - Mayor

9.2 Mayor - speaking on motion - to leave Chair

9.3 Mayor - leaving Chair - member designated in place

9.4 Speaking - recognition by Chair - required

9.5 Speaking - order - determination

9.6 Speaking - limitation - subject - maximum 5 minutes

9.7 Speaking - once only - exception - vote - reply

9.8 Speaking - under debate - motion – prohibited

9.9 Motion - under debate - questions - before vote

9.10 Motion - under debate - read - at any time

9.11 Disruption - Council - by member - prohibited

9.12 Offensive language - insults - prohibited

9.13 Disobedience - rules - points of order - prohibited

9.14 Leaving seat - disturbance during vote - prohibited

9.15 Speaking - rising and addressing

9.16 Interruption - speakers - exception

9.17 Leaving meeting - not to return - Chair informed

9.18 Disorderly conduct - member to be removed - question

9.19 Disorderly conduct - member to leave seat

9.20 Apology - member to resume seat - by permission

9.21 Failure to leave seat - removal by Sergeant-at-Arms

9.22 Meeting in session – entrance to floor - restriction

10.0 Questions of Privilege/Point of Order

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10.1 Rights - privileges - integrity - of members - affected

10.2 Civic Administration - integrity questioned - procedure

10.3 Rule of procedure - violation - raised by member

10.4 Appeal - Chair's decision - immediately - required

10.5 Appeal - decision - question put - to Council

10.6 Call to order - member to sit - speaking - permission

11.0 Motions – Order – Putting Motions

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11.1 Notice of motion - filed with Clerk

11.2 Question - urgent - included in Agenda

11.3 Notice - Agenda - consideration - conditions

11.4 Motions for giving leave - non-amendable - debatable

11.5 Motion - seconded before debate - exception

11.6 Withdrawal - before put - requirement

11.7 Motion under debate - other motions permitted

11.8 Motion to adjourn - qualifications

11.9 Motion to adjourn - rejected - procedure

11.10 Adjournment - extension - maximum - permissible

11.11 Motion to proceed beyond 11:00 PM - qualifications

11.12 Motion to table - qualifications

11.13 Motion to table - accepted - procedure

11.14 Motion to put the question - qualifications

11.15 Motion to put the question - accepted - procedure

11.16 Motion to postpone - to certain time - qualifications

11.17 Motion to refer - qualifications

11.18 Motion to amend - qualifications

11.19 Motion to amend - main motion - one at a time

11.20 Motion to amend - amendment - one at a time

11.21 Zoning by-laws - public notice - considerations

11.22 Public notice - question - amendable - debatable

11.23 Zoning by-law - notice determination - before enacted

12.0 Voting

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12.1 Amendment - to amendment - voted on first

12.2 Voting - order

12.3 Propositions - divided - voted on separately

12.4 Motion to vote - immediately - after all have spoken

12.5 Speaking - after motion - before vote announced

12.6 Mandatory vote - all members

12.7 No vote - deemed negative

12.8 Secret voting - on motion - prohibited

12.9 Putting the question to vote - qualifications

12.10 Result - announced - by Chair

12.11 Result - disagreement - objection immediate - retaken

12.12 Tie vote - deemed negative

12.13 Recorded vote - required

12.14 Recorded vote - called for - before - after - vote

12.15 Recorded vote - names - entered in minutes

12.16 Electronic Voting – where applicable

12.17 Voting - number of members - calculation

12.18 Voting – simultaneous - rotation - recorded vote

13.0 Reconsideration – Council

13.1 Reconsideration – not in order – legally binding commitments

13.2 Reconsideration – decided matter of Council – same meeting

13.3 Reconsideration – decided matter of Council – subsequent meeting

13.4 Reconsideration – decided matter of Council - introduction

13.5 Reconsideration – decided matter of Council – once only

13.6 Reconsideration – decided matter of Council – 2/3 vote – whole Council

13.7 Affirmative vote – original matter – next business

13.8 Debate – prohibited – statement of reason - permitted

14.0 Delegations

14.1 Appearance - before Council - where required by law

14.2 City Manager – Managing Directors or their designates - address to Council

14.3 City Manager - authority - provided

15.0 Council – In Camera

15.1 Chair – Mayor

15.2 Chair – where Mayor absent

15.3 Chari – where Mayor and Deputy Mayor selected by the Mayor absent

15.4 Chair – appointed – where Mayor and Deputy Mayor absent

15.5 Council – in camera – matters

15.6 Meeting – in closed session – decided by majority vote

15.7 Motion to rise and report – non-debatable

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15.8 Report – proceedings – immediate

15.9 Report – recommendations – adopted – confirmed

15.10 Request – to vote separately – requirements

15.11 Adjournment – 11:00 PM – extension - requirements

16.0 Communications – Petitions

16.1 Presentation – information – legibly written – signed

16.2 Listed – in Agenda – with similar matters

16.3 Matters – not pertinent – directed to appropriate area

16.4 Language – obscene – defamatory – prohibited

16.5 Distribution of Material - Clerk

17.0 Public at Council Meetings

17.1 Public – Proper Decorum to Be Maintained At All Times

17.2 Public – Electronic Devices – Silenced

17.3 Public – Disorderly Conduct

17.4 Public – Immediate Removal

17.5 Suspension of meeting – order restored

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18.1 Corporation - business - procedure

18.2 Argument - opinions - debates - prohibited

18.3 Answer - response - debate – prohibited

18.4 Enquiry – direction – leave required

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19.1 Reports - adopted - confirmed - by motion

19.2 Recommendation - separate vote - upon request

19.3 No majority decision - report without recommendation

19.4 Chair – standing committee – presentation

19.5 Chair- absent – presentation – by member

19.6 Support of recommendations – by presentation

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20.0 Emergent Business

20.1 Emergency - congratulations - condolatory matters

20.2 Introduction - 2/3 vote - required

20.3 Motion to introduce - not amendable - debatable

21.0 Unfinished Business

21.1 Repeated – until disposed of

22.0 Enactment of By-laws

22.1 Published- distributed - with Agenda

22.2 Distributed with Added Communications - motion to introduce - majority vote

22.3 Readings - 3 - required - before enactment

22.4 Readings - 3 - at same meeting - permitted

22.5 First - third readings - motion - no amendment - debate

22.6 Second reading - amendable - debatable

22.7 Second readings - referral to Strategic Priorities and Policy Committee

22.8 Strategic Priorities and Policy Committee - report - second reading - motion

22.9 Confirming By-law – Proceedings – all matters

22.10 Non-amendable – non-debatable

22.11 Signed – seal affixed – dates shown

PART 3
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23.2 Striking Committee – composition

23.3 Advisory Committee Nominees – two or more – voting procedure

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24.2 Appointments - members only

24.3 Service - every member

24.4 Mayor – member – ex officio – committees

24.5 Chairs – appointment – nomination – procedure

24.6 Vice Chairs – appointment – first meeting

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24.7 Chair – replacement – by Council – at any time

25.0 Mandates – Standing Committees

25.1 Civic Works Committee - matters - Schedule 'A'

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25.3 Corporate Services Committee – Schedule 'C'

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27.7 Minutes – not kept – report to Council

27.8 Agenda – distribution – deemed notice

27.9 Agenda – not received – validity – not affected

27.10 Agenda – preparation – deadline

27.11 Added Materials – deadline

27.12 Added Materials – qualification

28.0 Communications – Petitions – Standing Committee

28.1 Presentation – information – legibly written – signed

28.2 Listed – in Agenda

28.3 Matters – conform to legislation

28.4 Matters – directed to appropriate area – Clerk

28.5 Language – absence – defamatory – prohibited

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28.6 Distribution of Materials – Clerk

29.0 Commencement of Standing Committee Meetings

29.1 Chair – to preside – all standing committee meetings

29.2 Chair – absence

29.3 Chair and Vice Chair – absence

30.0 Disclosure of Pecuniary Interest

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30.2 Non-compliance - by member - validity not affected

30.3 Disclosure - by majority - quorum - requirement

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31.1 Order – decorum – maintained – Chair

31.2 Chair – speaking on motion – to leave Chair

31.3 Chair – leaving Chair – member designated in place

31.4 Speaking – recognition by Chair – required

31.5 Speaking – order – determination

31.6 Speaking – limitation – subject – maximum 5 minutes

31.7 Speaking – once only – exception – vote – reply

31.8 Speaking – under debate – motion – prohibited

31.9 Motion – under debate – questions – before vote

31.10 Motion – under debate – read – at any time

31.11 Disruption – standing committee – by member – prohibited

31.12 Offensive language – insults – prohibited

31.13 Disobedience – rules – points of order – prohibited

31.14 Leaving seat – disturbance during vote – prohibited

31.15 Speaking – rising and addressing

31.16 Interruption – speakers – exception

31.17 Leaving meeting – not to return – Chair informed

31.18 Disorderly conduct – member to be removed - question

31.19 Disorderly conduct – member to leave seat

31.20 Apology – member to resume seat – by permission

31.21 Failure to leave seat – removal

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31.22 Meeting in session – entrance to floor – restriction

31.23 Meeting in session – entrance to floor – exception

32.0 Questions of Privilege/Points of Order

32.1 Rights – privileges – integrity – of members – effected

32.2 Civic Administration – integrity questioned – procedure

32.3 Rules of procedure – violation – raised by member

32.4 Appeal – Chair's decision – immediate required

32.5 Appeal – decision – question put

32.6 Call to order – member to site – speaking – permission

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33.1 Public hearing – motions – postponed until all heard

33.2 Public participation – prohibited – after motion

33.3 Motion – seconded before debate – exception

33.4 Withdrawal – before put – requirement

33.5 Motion under debate – other motions permitted

33.6 Motion to adjourn – qualifications

33.7 Motion to adjourn – rejected – procedure

33.8 Adjournment – extension – maximum – permissible

33.9 Motion to proceed beyond 11:00 PM – qualifications

33.10 Motion to postpone – to certain time – qualifications

33.11 Motion to refer – qualifications

33.12 Motion to amend – qualifications

33.13 Motion to amend – main motion – one at a time

33.14 Motion to amend – amendment – one at a time

33.15 Zoning matters – public notice – considerations

33.16 Public notice – question – amendable – debatable

33.17 Zoning by-law – notice determination – before enacted

34.0 Voting

34.1 Amendment – to amendment – voted on first

34.2 Voting – order

34.3 Propositions – divided – voted on separately

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34.4 Motion to vote – immediately – after all have spoken

34.5 Speaking – after motion – before vote announced

34.6 Mandatory vote – all members

34.7 No vote – deemed negative

34.8 Secret voting – on motion – prohibited

34.9 Putting the question to vote – qualifications

34.10 Result – announced – by Clerk

34.11 Result – disagreement – objection immediate – retaken

34.12 Tie vote- deemed negative

34.13 Recorded vote – required

34.14 Recorded vote – called for – before – after – vote

34.15 Recorded vote – names – entered in reports

34.16 Electronic Voting – where applicable

34.17 Voting – simultaneous – rotation – recorded vote

35.0 Reconsideration

35.1 Reconsideration – not in order – legally binding commitments

35.2 Reconsideration – December matter of Council – introduction

35.3 Reconsideration – decided matter of Council – only once

35.4 Reconsideration – decided matter of Council – vote

35.5 Affirmative vote – original matter – next business

35.6 Debate – prohibited – statement of reason – permitted

35.7 Recommendation – reconsideration

35.8 Reconsideration – same standing committee – any time

35.9 Reconsideration – same standing committee – introduction

35.10 Reconsideration – same standing committee – majority vote

35.11 Affirmative vote – original matter – same standing committee – next business

35.12 Debate – prohibited – statement of reason – same standing committee – permitted

36.0 Delegations

36.1 Written request – to Clerk

36.2 Business – stated – matters – related to

36.3 Speaking – limited – 5 minutes

36.4 Repetition – prevented – hearing declined – exception

36.5 Appearance – previous – limitation – new information

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36.6 City Manager – Managing Directors or their designates – address

36.7 City Manager – authority - provided

37.0 Public at Standing Committee Meetings

37.1 Public – Property Decorum to Be Maintained at All Times

37.2 Public – Electronic Devices – Silenced

37.3 Public – Disorderly Conduct

37.4 Public – Immediate Removal

37.5 Suspension of meeting – order restored

38.0 Standing Committee – In Camera

38.1 Chair – in camera – presides

38.2 Vice Chair – in cameral – where Chair absent

38.3 Chair – appointed – where Chair and Vice Chair absent

38.4 Standing committee – in camera – matters

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39.0 Deferred Matters/Additional Business

39.1 Deferred Matters/Additional Business – defined

PART 5
SPECIAL COMMITTEES

40.1 Appointment – by Council – consideration – report

40.2 Work – completed – committee – dissolved

PART 6
REPEAL - ENACTMENT - AMENDMENT

41.1 By-laws - previous

41.2 Effective date

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SCHEDULES

Schedule ‘A’ – Mandate – Civic Works Committee

Schedule 'B’ – Mandate – Community and Protective Services Committee

Schedule 'C' – Mandate – Corporate Services Committee

Schedule ‘D’ – Mandate – Planning and Environment Committee

Schedule ‘E’ – Mandate – Strategic Priorities and Policy Committee

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~~Part 1~~
~~DEFINITIONS~~

PART 1 – GENERAL PROVISIONS

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1.0 DEFINITIONS

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~~1.1 Definitions~~

In this by-law:

Acting Mayor – defined

"Acting Mayor" shall mean a member of Council appointed to act as Acting Mayor who shall act in the place and stead of the Mayor, when the Mayor is absent or refuses to act or the office is vacant, for the period of time for which they are appointed and shall have all the powers and duties of the Mayor, while so acting.

Address – defined

"Address" shall mean primary domicile.

Advisory committee – defined

"advisory committee" shall mean a committee appointed by Council to provide recommendations, advice and information to Council through one of its standing committees.

Amend – defined

"amend" shall mean to alter or vary the terms of a main motion without materially changing its purpose, and amendment shall have a corresponding meaning.

Chair - defined

"Chair" shall mean the person presiding at a Council, Committee of the Whole or a standing committee meeting.

Clerk - defined

"Clerk" shall mean the City Clerk of The Corporation of the City of London or his/her designate.

Closed session - defined

"closed session" shall mean a closed session of a standing committee, the Committee of the Whole or the Council not open to the public, held in accordance with section 239 of the *Municipal Act, 2001*.

~~**Committee of the Whole - defined**~~

~~"Committee of the Whole" shall mean a committee composed of all of the members of the Council.~~

Corporation – defined

"Corporation" means The Corporation of the City of London.

Council - defined

"Council" shall mean the Council of The Corporation of the City of London.

Defer - defined

"defer" shall mean to delay consideration of a matter by Council, the Committee of the Whole or a standing committee.

Deferred Matter – defined

"deferred matter' shall mean any matter for which the Council has directed future debate or consideration by Council~~, the Committee of the Whole~~ or a standing committee.

Deputy Mayor – defined

"Deputy Mayor" shall mean each of two members of Council selected and appointed to serve as Deputy Mayors in accordance with Council Policy 5(1), to assist the Mayor in carrying out his/her powers and duties and/or act in the place of the head of council or other member of council designated to preside at meetings in the municipality's procedure by-law when the head of council or designated member is absent or refuses to act or the office is vacant.

Emergent motion – defined

"emergent motion" shall mean a motion which must be made on an emergent basis at a Council meeting, rather than being directed through the appropriate standing committee, as any delay in bringing the motion before Council would result in irreparable harm or loss to the Corporation.

Meeting - defined
"meeting" shall mean a meeting of the Council~~, Committee of the Whole~~ or a standing committee.

Member - defined
"member" shall mean a member of the Council.

Motion - defined
"motion" shall mean a proposal by a member for the consideration of Council, ~~the Committee of the Whole~~ or a standing committee that is moved by a member and seconded by another member.

Notice of Motion - defined
"notice of motion" shall mean a notice of motion provided to the Clerk, in writing, by a member, requesting the inclusion of a motion on a future Agenda of a meeting of Council~~, Committee of the Whole or a standing committee~~ in accordance with sections 11.1 and 11.2 of this by-law.

Point of Order - defined
"point of order" shall mean a question by a member with respect to any rules or practices.

Point of Privilege – defined
"point of privilege" shall mean a question affecting the rights or privileges of the Council collectively or the position and conduct of Members as elected representatives where the Chair is asked to immediately consider and take action to remedy a situation negatively affecting the rights or privileges of Council Members or of Council as a whole, despite other pending business currently before Council.

Published – defined
"published" shall mean the provision of documents in print and/or electronic formats.

Recorded Vote ~~-~~ defined

"recorded vote" shall mean the recording of the name and vote of every member on a motion during a meeting, by either electronic or manual means.

Standing committee – defined
"standing committee" shall refer to one or more of the following committees: the Civic Works Committee, the Community and Protective Services Committee, the Corporate Services Committee, the Planning and Environment Committee and the Strategic Priorities and Policy Committee.

Year - defined
"year" shall mean the Council year commencing December 1st and ending November 30th of the calendar year thereafter.

~~**Part 2**~~
~~**GENERAL**~~

2.0 GENERAL

2.1 Rules - regulations - observed - at all times
The rules and regulations contained in this by-law shall be observed in all proceedings of the Council~~, Committee of the Whole~~ and its standing committees.
~~and shall be the rules and regulations for the order and dispatch of business by the Council.~~

~~**2.2 Rules - observed - modifications - permitted**~~
~~The rules contained in this by-law shall be observed, with the necessary modifications, in every~~

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~~standing committee and Committee of the Whole.~~

2.2~~3~~ Parliamentary procedure - proceedings
Those proceedings of the Council~~, Committee of the Whole~~ and the standing committees thereof not specifically governed by the provisions of this by-law shall be regulated in accordance with generally accepted parliamentary procedure contained in Bourinot's Rules of Order or in the case where Bourinot's Rules of Order is silent, the Robert's Rule or Order may be used.~~.~~

2.3~~4~~ Rules - regulations - suspended - 2/3 consent - Council
Any rules or regulations contained in this by-law may be suspended, except for those rules or regulations that are set out by legislation, with the consent of at least two-thirds of the whole Council.

2.4~~5~~ Absence – Mayor – authority
In the absence of the Mayor, or if he/she refuses to act or if the office is vacant, the Deputy Mayor selected by the Mayor shall carry out his/her duties and/or act in place of the head of council in accordance with Council Policy 5(1), and while so acting, the Deputy Mayor selected by the Mayor shall have all the rights, powers and authority of the head of Council.~~"~~

2.5~~6~~ Absence – Deputy Mayor – selected by the Mayor
In the event that the Deputy Mayor selected by the Mayor is unable, for any reason, to act in the place and stead of the Mayor, the Deputy Mayor selected by the Council shall, while so acting, have all the rights, powers and authority of the head of Council.~~"~~

2.6~~.1~~ Absence – Deputy Mayors
In the event that the Deputy Mayors are unable, for any reason, to act in the place and stead of the Mayor, the Council shall appoint an Acting Mayor to act in the place and stead of the Mayor and while so acting, shall have all the rights, powers and authority of the head of Council.~~"~~

~~**2.7 Meeting - in session - entrance to floor - restriction**~~
~~No person shall be allowed to enter the main floor of the Council Chambers during meetings without the leave of the Chair, except members, employees and servants of the Corporation and those representatives of the media who have appropriate identification to the satisfaction of the Clerk.~~

2.7~~8~~ Meeting Location
All meetings of the Council~~, the Committee of the Whole~~ and the standing committees shall be held at London City Hall, 300 Dufferin Avenue, London, Ontario unless there are concerns with respect to health and safety and/or an emergency has been declared in accordance with the *Emergency Management and Civil Protection Act, 1990,* for which there is consent by at least two-thirds of the whole Council to hold a meeting at another location within the boundaries of the City of London, subject to the provision of public notice of the change in venue, and subject to the availability of a venue which is accessible to the public and satisfactory to the Clerk.

~~**Part 3**~~
~~**SCHEDULE OF MEETINGS**~~

3.0 SCHEDULE OF MEETINGS

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3.1 Annual Schedule of Meetings – prepared by Clerk
The Clerk shall, by ~~September~~ June 30th of each calendar year, submit a schedule of the upcoming meetings for each Council year, which shall include two successive weeks without meetings to be set aside in each of the months of July and August, ~~-~~for consideration and adoption by the Council.

3.2 Annual Schedule of Meetings - qualifications
When setting the annual schedule of meetings:

(a) Following a regular municipal election, the inaugural meeting shall be held at a date and time chosen by the Clerk and Mayor-Elect, but no later than the first Tuesday in December of that year;

(b) Unless otherwise decided by Council, regular meetings of Council shall be held:

(i) Twice monthly wherever possible, on Tuesdays, commencing at 4:00 PM~~, except during each of the months of July and August in each year where only one Council Meeting will be held per month~~; and,

(ii) in accordance with the approved annual calendar noted in section 3.1, above.

(c) Provision shall be made for meetings to consider and adopt the annual Operating, Capital, Water and Wastewater and Treatment Budgets.

3.3 Special meeting – emergency – called by Chair

The Chair may, at any time, call a special or emergency meeting.

3.4 Special meeting – called by Clerk – petition – submitted
Upon receipt of a petition signed by a majority of the members, the Clerk shall call a special meeting for the purpose and at the time mentioned in the petition.

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~~3.3 Special meeting - emergency - called by Mayor~~
~~The Mayor may, at any time, call a special or emergency meeting.~~

~~3.4 Special meeting - called by Clerk - petition - submitted~~
~~Upon receipt of a petition signed by a majority of the members, the Clerk shall call a special meeting for the purpose and at the time mentioned in the petition.~~

~~Part 4~~
~~NOTICE OF MEETINGS~~

4.0 NOTICE OF MEETINGS

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4.1 Agenda - deemed notice - exception
The Agenda shall be considered as adequate notice of regular meetings, except for meetings held on a day or at a time other than as provided for by this by-law.

4.2 Agenda - delivered - 48 hours in advance
The Agenda for regular meetings shall be delivered by courier or sent by mail to the residence or place of business of each member or sent electronically to each member, so as to be received not later than 48 hours before the hour appointed for the meeting.

4.3 Agenda - Special meetings - notice - delivered - 24 hours prior
Notice of special meetings called in accordance with sections 3.3 and 3.4 of this by-law shall be delivered by courier or sent by mail to the residence or place of business of each member or sent electronically to each member, so as to be received not later than 24 hours before the hour appointed for the special meeting.

4.4 Special meetings - business specified - transacted
No business except the business dealing directly with the purpose mentioned in the notice shall be transacted at any special meeting.

4.5 Emergency - notice not required
Notwithstanding any other provision of this by-law, an emergency meeting may be held, without written notice, to deal with an emergency situation, provided that an attempt has been made by the Clerk to notify the members about the meeting as soon as possible and in the most expedient manner available.

4.6 Emergency - business specified - transacted
No business except business dealing directly with the emergency situation shall be transacted at the emergency meeting.

4.7 Agenda - notice - not received - validity
Lack of receipt of a notice or of the Agenda by the members or the public shall not affect the validity of the meeting or any action taken thereat~~t~~.

4.8 Postponement - meeting - emergency - up to 7 days
The Chair~~Mayor~~ may, when emergency situations arise, postpone a meeting for not more than 7 days to such date determined by the Chair~~Mayor~~ in consultation with the Clerk. The Clerk shall then give notice of a special meeting to deal with the postponed matters in accordance with section 4.3~~4~~ of this by-law.

4.9 Postponement - notice by Clerk
Upon the postponement of a meeting by the Chair~~Mayor~~ in accordance with section 4.8 of this by-law, the Clerk shall attempt to notify the members of the postponement as soon as possible and in the most expedient manner available.

~~Part 5~~
~~MEETINGS~~

5.0 MEETINGS

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5.1 Meetings – open to public

Except as otherwise provided by Section 239 of the *Municipal Act, 2001, S.O. 2001, c.25,* as amended, all meetings shall be open to the public.

5.2 Meetings – when closed

A Council~~, Committee of the Whole~~ or standing committee meeting or part of a meeting may be closed to the public if the subject matter being considered is:

(a) the security of the property of the municipality or local board;
(b) personal matters about an identifiable individual, including municipal or local board employees;
(c) a proposed or pending acquisition or disposition of land by the municipality or local board;
(d) labour relations or employee negotiations;
(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
(g) a matter in respect of which a council, board, committee or other body may hold a meeting under another Act.

5.3 Meetings – when closed – education or training

A Council or standing committee meeting may be closed to the public if the following conditions are both satisfied:

(a) the meeting is held for the purpose of educating or training the members; and
(b) at the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the Council~~, Committee of the Whole~~ or standing committee.

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5.4 Meetings - required to be closed

A Council or standing committee meeting shall be closed to the public if the subject matter relates to the consideration of a request under the *Municipal Freedom of Information and Protection of Privacy Act* if the council, board, commission or other body is the head of an institution for the purposes of that Act.

5.5. Meetings – resolution required

Before holding a meeting or part of a meeting that is to be closed to the public, the Council~~, the Committee of the Whole~~ or the standing committee that is holding the meeting shall state by resolution:

(a) the fact of the holding of a closed meeting;
(b) the general nature of the matter to be considered at the closed meeting; and,
(c) in the case of a meeting under section 5.3 of this by-law, the fact of the holding of the closed meeting, the general nature of its subject-matter and that it is to be closed under that section of the by-law.

5.6 Meetings - not closed during vote

Except as provided in sections 5.2, 5.3 and 5.4 of this by-law, a Council~~, Committee of the Whole~~ or standing committee meeting shall not be closed to the public during the taking of a vote.

5.7 Meetings - not closed during vote - exception

A Council~~, Committee of the Whole~~ or standing committee meeting may be closed to the public

during a vote if:

(a) sections 5.2, 5.3 and 5.4 permit or require the meeting to be closed to the public; and

(b) the vote is for a procedural matter or for giving direction or instruction to officers, employees or agents of the municipality, local board or committee of either of them or persons retained by or under a contract with the municipality or local board.

5.8 Voting Procedure - closed session – Committee of the Whole and standing committees – procedural matters

At any meeting or part of a meeting of a standing committee or the Committee of the Whole that is closed to the public, no vote shall be taken on any matter that does not fall within Section 5.7 of this by-law and the standing committee or Committee of the Whole may consider whether to forward a matter to the Council for the purposes of deliberation and taking a vote in public session. A motion from a standing committee or the Committee of the Whole forwarding a matter which must be voted on in public session shall indicate on its face that the forwarding of the matter is a procedural step under this by-law made for the purpose of having the standing committee or the Committee of the Whole forward the matter to Council for deliberation and vote in public session.

5.8 Quorum - majority - required

A quorum shall be a majority of the members constituting the Council, the Committee of the Whole or the standing committee.

5.9 Call to order - quorum present

As soon after the hour fixed for a Council or standing committee meeting as a quorum is present, the meeting shall be called to order by the Chair.

5.10 Adjournment - quorum not present - names recorded

If there is no quorum present within one-half hour after the time appointed for the meeting, the Council or standing committee shall stand adjourned until the date and time of the next regular or special meeting, and the Clerk shall record the names of the members present upon such adjournment.

5.11 Public at Meetings

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Part 6
COMMITTEE OF THE WHOLE AND STANDING COMMITTEE AGENDAS

6.1 Committee of the Whole and Standing Committee Agendas - composition - prepared by Clerk

The Clerk shall prepare Agendas for the Committee of the Whole and each of the standing committees of the Council consisting of the following parts:

Part I Disclosures of Pecuniary Interest

Part II Consent Items

Part III Scheduled Items

Part IV Items for Direction

Part V Deferred Matters/Additional Business

Part VI Confidential

Part VII Adjournment

6.2 Confidential Items – general description by Clerk

The Clerk shall include in the Agendas for the Committee of the Whole and each of the standing committees of the Council a description of the general nature of matters to be considered in a closed meeting under Part VI of the Agendas.

6.3 Consent Items - defined

Consent items include but are not necessarily limited to the following types of matters:

(a) untimed/no delegation or public participation meeting items;

(b) items where little discussion/debate is anticipated;

(c) staff report items that contain clear "take action, give approval or receive for information" recommendations;

(d) Advisory Committee Reports without recommendations; and

(e) routine matters.

6.4 Consent Items - process to address

All of the items listed in the consent part of the Agenda of a standing committee or Committee of the Whole shall be the subject of one motion and that motion shall be neither debatable nor amendable; provided however, that any member of the standing committee or the Committee of the Whole may ask for any item(s) included in the consent motion to be separated from that motion whereupon the consent motion without the separated item(s) shall be put, and the separated item/s shall each be considered immediately thereafter.

6.5 Items for Direction - defined

Items for direction include all other items of business:

(a) not listed in the consent part of the Agendas of the standing committees, as defined in section 6.3 of this by-law;

(b) items listed under the Scheduled Items; and

(c) items not consented to, as defined in section 6.4 of this by-law.

Part 7
COUNCIL AGENDA

PART 2 -- COUNCIL

6.0 COUNCIL AGENDA

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67.1 Composition - prepared by Clerk

The Clerk shall prepare the Council Agenda for all regular meetings consisting of the following:

I Disclosures of Pecuniary Interest

II Recognitions

III Review of Confidential Matters to be Considered in Public

III Added Reports

IV Committee of the WholeCouncil, In Closed Session Recognitions

V Confirmation and Signing of the Minutes of the Previous Meeting(s)Committee of the Whole, In Closed Session

VI Communications and Petitions Confirmation and Signing of the Minutes of the Previous Meeting(s);

VII Motions of Which Notice is Given Communications and Petitions

VIII Reports;Motions of Which Notice Given

IX Added ReportsReports;

X Deferred Matters

XI Enquiries

XII Emergent Motions

XIII By-laws

XIV Adjournment

6~~7~~.2 Deadline - material inclusion
The deadline for receipt of material by the Clerk to be included in the regular Council Agenda shall be 9:00 AM on the Wednesday prior to the meeting.

6~~7~~.3 Added Materials – deadline
The deadline for receipt of added materials by the Clerk for addition to the regular Council Agenda shall be 9:00 AM on the business day prior to the Council Meeting.

6~~7~~.4 Order of business - as specified - exception
The business of each meeting shall be taken up in the order in which on stands in the Council Agenda, unless otherwise decided by a two-thirds vote of the members present.

6~~7~~.5 Motion - to change order - not amendable - debatable
A motion changing the order of business shall not be amendable or debatable.

~~**Part 8**~~
~~**COMMENCEMENT OF MEETINGS**~~

7.0 COMMENCEMENT OF COUNCIL MEETINGS

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~~**8.1 Quorum - majority - required**~~
~~A quorum shall be a majority of the members constituting the Council, the Committee of the Whole or standing committee.~~

~~**8.2 Call to order - quorum present**~~
~~As soon after the hour fixed for a meeting as a quorum is present, the meeting shall be called to order by the Chair.~~

7.1~~8.3~~ Mace - carried in procession - to Chambers - order
The mace shall be carried in procession into the Council Chambers, preceding the Mayor, by the Sergeant-at-Arms for each Council Meeting.

7.2~~8.4~~ Mayor seated - mace put in place
When the Mayor is seated in his/her chair, the mace shall be put in place and shall remain there during the meeting.

~~**8.5 Adjournment - quorum not present - names recorded**~~
~~If there is no quorum present within one half hour after the time appointed for the meeting, the Council shall stand adjourned until the date and time of the next regular or special meeting, and the Clerk shall record the names of the members present upon such adjournment.~~

7.3~~8.6~~ Mayor - to preside - all Council meetings
The Mayor, if present, shall preside at all Council meetings.

7.4~~8.7~~ Mayor - absence
In the absence of the Mayor, the Deputy Mayor selected by the Mayor shall call the meeting to order 15 minutes after the hour appointed for the meeting and the Deputy Mayor selected by the Mayor shall preside during the meeting or until the arrival of the Mayor.
~~"~~

7.5~~8.7.1~~ Mayor and Deputy Mayor selected by the Mayor – absence
In the absence of the Mayor and Deputy Mayor selected by the Mayor, the Deputy Mayor selected by the Council shall call the meeting to order 15 minutes after the hour appointed for the meeting and the Deputy Mayor selected by the Council shall preside during the meeting or until the arrival of the Mayor or the Deputy Mayor selected by the Mayor.~~"~~

7.6~~8.7.2~~ Mayor and Deputy Mayors – absence
In the absence of the Mayor and Deputy Mayors the Clerk shall call the meeting to order 15 minutes after the hour appointed for the meeting and the members shall elect a member to

preside during the meeting or until the arrival of the Mayor, or Deputy Mayor selected by the Mayor or the Deputy selected by the Council.”

8.0 DISCLOSURES OF PECUNIARY INTEREST

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8.1 Pecuniary interest - disclosure - requirements

If a member has any pecuniary interest, direct or indirect, in any matter in which the Council is concerned and if he/she is present at a meeting at which the said matter is the subject of consideration, then he/she shall disclose his/her interest at Stage I~~I~~, as identified in section 6.1 of this by-law, and he/she shall recuse themselves and not take part in the consideration or discussion of the said matter nor shall he/she vote on any motion in regard to the said matter.

8.2 Non-compliance - by member - validity not affected

The failure of one or more members to comply with section 8.1 of this by-law shall not affect the validity of the meeting in regard to the said matter.

8~~26~~.3 Disclosure - by majority - quorum - requirement

Notwithstanding the provisions of section 8.1 of this by-law, when a majority of the members has disclosed an interest in accordance with section 8.1 of this by-law and the *Municipal Conflict of Interest Act*, as may be amended from time to time, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two.

~~Part 9~~

~~RULES OF DEBATE AND CONDUCT~~

9.0 RULES OF DEBATE AND CONDUCT AT COUNCIL MEETINGS

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9~~9~~.1 Order - decorum - maintained - Mayor

The Mayor shall preside over the conduct of the meeting, including the preservation of good order and decorum, ruling on points of order and deciding all questions relating to the orderly procedure of the meeting, subject to an appeal to the Council.

9~~9~~.2 Mayor - speaking on motion - to leave Chair

The Mayor may answer questions and comment in a general way without leaving the Chair, but if he/she wishes to make a motion or to speak on a motion taking a definite position and endeavouring to persuade the Council to support that position, then he/she shall first leave the Chair.

9~~9~~.3 Mayor - leaving Chair - member designated in place

If the Mayor desires to leave the Chair for the purpose of taking part in the debate or for any other reason, he/she shall designate another member to fill his/her place until he/she resumes the Chair.

9~~9~~.4 Speaking - recognition by Chair - required

Before a member may speak to any matter, he/she shall first be recognized by the Chair.

9~~9~~.5 Speaking - order - determination

When two or more members indicate simultaneously that they wish to speak, the Chair shall name the member who is to speak first.

9~~9~~.6 Speaking - limitation - subject - maximum 5 minutes

When a member is speaking to a motion, he/she shall confine his/her remarks to the motion and in speaking shall be limited to a maximum of 5 minutes, unless otherwise decided by a majority vote of the members present. A member’s speaking time shall not include any time required for staff to respond to a m~~M~~ember’s question.

9~~9~~.7 Speaking - once only - exception - vote - reply
A member shall not speak more than once to any motion, unless otherwise decided by a majority vote of the members present, but the member who has made a motion shall be allowed to reply for a maximum of 5 minutes. A member's reply time shall not include any time required for staff to respond to that m~~M~~ember's question.

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~~9~~.8 Speaking - under debate - motion - prohibited
A member who has already spoken to any motion under debate shall not be permitted to move any motion described in section 11~~1~~.7 of this by-law, except a motion to proceed beyond the hour of 11:00 PM.

9~~9~~.9 Motion - under debate - questions - before vote
When a motion is under debate, a member may ask a concisely worded question of another member, ~~the City Manager, Managing Director~~ or appropriate staff, through the Chair prior to the motion being put to a vote by the Chair in accordance with section 12~~2~~.4 of this by-law.

9~~9~~.10 Motion - under debate - read - at any time
A member may require the motion under debate to be read at any time during the debate, but shall not interrupt a member who is speaking.

9~~9~~.11 Disruption - Council - by member - prohibited
A member shall not disturb the Council by any disorderly deportment, including conduct contrary to the Code of Conduct established by the Council.

9~~9~~.12 Offensive language - insults - prohibited
A member shall not use profane or offensive words or insulting expressions.

9~~9~~.13 Disobedience - rules - points of order - prohibited
A member shall not disobey the rules of the Council or a decision of the Chair or of the Council on points of order or on the interpretation of the rules of procedure of the Council.

9~~9~~.14 Leaving seat - disturbance during vote - prohibited
A member shall not leave his/her seat or make any noise or disturbance while a vote is being taken or until the result is declared.

9~~9~~.15 Speaking - rising and addressing
A member may rise to speak, after addressing himself/herself to the Chair unless personal health and safety considerations prohibit him/her from rising to speak, in which case the member may speak from his/her seat without rising, after addressing himself/herself to the Chair.~~.~~

9~~9~~.16 Interruption - speakers - exception
~~A~~ A member shall not interrupt a member who is speaking, except to raise a point of order or a question of privilege.

9~~9~~.17 Leaving meeting - not to return - Chair informed
A member shall not leave the meeting when he/she does not intend to return thereto without first advising the Chair.

9~~9~~.18 Disorderly conduct - member to be removed - question
In the event that a member persists in a breach of the rules prescribed in sections 9~~9~~.11 to 9~~9~~.17 inclusive of this by-law, after having been called to order by the Chair, the Chair shall put the question "Shall the member be ordered to leave his/her seat for the duration of the meeting?" and such question is not debatable.

9~~9~~.19 Disorderly conduct - member to leave seat
If the Council decides the question set out in section 9~~9~~.18 of this by-law in the affirmative by a majority vote of the members present, the Chair shall order the member to leave his/her seat for the duration of the meeting.

9~~9~~.20 Apology - member to resume seat - by permission
If the member apologizes, the Chair, with the approval of the Council, may permit him/her to resume his/her seat.

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9~~9~~.21 Failure to leave seat - removal by Sergeant-at-Arms
If a member does not leave his/her seat after being ordered to do so by the Chair in accordance with section 9~~9~~.19 of this by-law and if the member does not apologize in accordance with section 9~~9~~.20 of this by-law, then the Chair shall seek the appropriate assistance from the Sergeant-at-Arms.

9.22 Meeting in session – entrance to floor – restriction
No person shall be allowed to enter the main floor of the Council Chambers during meetings without the leave of the Chair, except members, employees and servants of the Corporation and those representatives of the media who have appropriate identification to the satisfaction of the Clerk.

~~**Part 10**~~
~~**QUESTIONS OF PRIVILEGE**~~
~~**POINTS OF ORDER**~~

10~~9~~.0 QUESTIONS OF PRIVILEGE/POINTS OF ORDER

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10~~10~~.1 Rights - privileges - integrity - of members - affected
If a member believes that his/her rights, privileges or integrity or those of the members collectively have been prejudicially affected, he/she shall ask leave of the Chair to raise a question of privilege which shall take precedence over all other matters, but he/she shall not be permitted to enter into any argument or introduce any motion related to the question of privilege.

10~~10~~.2 Civic Administration - integrity questioned - procedure
When a member considers that the integrity of a member of the Civic Administration has been impugned or questioned, the Chair shall, if they choose to do so, permit the City Manager or a Managing Director or his/her designate to make a statement to the Council.

10~~10~~.3 Rule of procedure - violation - raised by member
When a member desires to call attention to a violation of the rules or practices of procedure, he/she shall ask leave of the Chair to raise a point of order and after leave is granted, he/she shall state the point of order to the Chair succinctly and the Chair shall then decide upon the point of order and advise the members of his/her decision.

10~~10~~.4 Appeal - Chair's decision - immediately - required
Unless a member immediately appeals the Chair's decision to the Council, the decision of the Chair shall be final.

10~~10~~.5 Appeal - decision - question put - to Council
If the decision of the Chair is appealed to the Council, then the question "Shall the ruling of the Chair be sustained?" shall be put immediately without debate and its result shall be final.

10~~10~~.6 Call to order - member to sit - speaking - permission
When the Chair calls a member to order, that member shall immediately sit down until the point of order is dealt with and that member shall not speak again to the matter under discussion without the permission of the Chair, unless to appeal the ruling of the Chair.

~~**Part 11**~~
~~**MOTIONS - ORDER - PUTTING MOTIONS**~~

11.0 MOTIONS – ORDER – PUTTING MOTIONS

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11~~1~~.1 Notice of motion - filed with Clerk
Notices of motion filed with the Clerk shall be directed by the Clerk to the next regular standing committee meeting.

11~~1~~.2 Question - urgent - included in Agenda
Notwithstanding the provisions of section 11~~1~~.1 of this by-law, when a member, submitting a notice of motion to the Clerk within the deadline prescribed in section ~~7~~6.2 of this by-law indicates in writing to the Clerk that the notice of motion is a question of urgency, the Clerk shall include the notice of motion in the Agenda at Stage VII~~I~~ as identified in section 6~~7~~.1 of this by-law.

11~~1~~.3 Notice - Agenda - consideration - conditions
Notices of motions included in the Agenda at Stage VII~~I~~, as identified in section 6~~7~~.1 of this by-law, shall only be considered by the Council when a majority of the members present have given leave for the introduction of such a motion.

11~~1~~.4 Motions for giving leave - non-amendable - debatable
Motions for giving leave shall put immediately without amendment or ~~debate .~~debate.

11~~1~~.5 Motion - seconded before debate - exception
Motions shall be seconded before being debated or put to a vote, except motions to adopt a recommendation from ~~the Committee of the Whole or~~ a standing committee.

11~~1~~.6 Withdrawal - before put - requirement
Every motion shall be deemed to be in the possession of the Council for debate after it is accepted by the Chair, but may, with the permission of the Council, be withdrawn at the joint request of the mover and seconder at any time before the motion is disposed of.

11~~0~~~~1~~.7 Motion under debate - other motions permitted
When a motion is under debate, no other motion shall be in order except a motion:

(a) to adjourn;

(b) to proceed beyond the hour of 11:00 PM;

(c) to table;

(d) to put the question (to close the debate);

(e) to postpone;

(f) to refer; or

(g) to amend.

11~~0~~~~1~~.8 Motion to adjourn - qualifications
A motion to adjourn shall:

(a) not be amended;

(b) not be debated;

(c) not include qualifications or additional statements; and

(d) always be in order, except when a member is speaking or the members are voting or when made in closed session.

11~~0~~~~1~~.9 Motion to adjourn - rejected - procedure
When a motion to adjourn has been decided in the negative, no further motion to adjourn shall be made until after some subsequent proceeding has taken place.

11~~0~~~~1~~.10 Adjournment - extension - maximum - permissible
The Council shall always adjourn at 11:00 PM if in session at that hour, unless otherwise decided before that hour by a two-thirds vote of the members present at the meeting.

11~~0~~~~1~~.11 Motion to proceed beyond 11:00 PM - qualifications
A motion to proceed beyond the hour of 11:00 PM shall:

(a) not be amended;

(b) not be debated; and

(c) always be in order, except when a member is speaking or the members are voting.

110~~1~~.12 Motion to table - qualifications
A motion to table shall:

(a) not be amended;

(b) not be debated;

(c) apply to the main motion and any amendments thereto under debate at the time when the motion to table was made; and

(d) not include qualifications or additional statements.

~~(d) not include qualifications or additional statements.~~

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110~~1~~.13 Motion to table - accepted - procedure
Notwithstanding the provisions of sections 110~~1~~.1 and 110~~1~~.2 of this by-law, if a motion to table is decided in the affirmative by a majority vote of the members present, then the main motion and any amendments thereto shall be removed from the Council's consideration until such time as a notice of motion to lift the matter from the table is filed with the Clerk within the deadline prescribed in section 6~~7~~.2 of this by-law and is included in the Agenda at Stage X, as identified in section 6~~7~~.1 of this by-law.

110~~1~~.14 Motion to put the question - qualifications
A motion to put the question (to close the debate) shall:

(a) not be amended;

(b) not be debated;

(c) not be introduced by a member~~Council Member~~ who has already spoken to the motion or amendment under debate, in accordance with section 9.8 of this by-law;

(d) apply to the motion or amendment under debate at the time when the motion to put the question is made;

(e) not be received in any committee;

(f) be moved using the words "that the question now be put" and the mover and the seconder shall not be permitted to speak to the motion to put the question; and

(g) not be permitted either when a motion or an amendment on the floor involves the approval of an expenditure by the Council that is $1,000,000.00 or greater.

110~~1~~.15 Motion to put the question - accepted - procedure
If a motion to put the question is decided in the affirmative by a two-thirds vote of the members present, then the preceding motion or amendment shall be voted on immediately without further debate or comment.

110~~1~~.16 Motion to postpone - to certain time - qualifications
A motion to postpone a matter to a certain time shall:

(a) be open to debate;

(b) be amendable; and

(c) preclude amendment and debate of the preceding motion, unless the motion to postpone to a certain time is resolved in the negative, in which case the preceding motion shall be open to debate and amendment.

11~~0~~1.17 Motion to refer - qualifications
A motion to refer a matter under consideration to ~~the Committee of the Whole or~~ a standing committee, to the Civic Administration or elsewhere shall:

(a) be open to debate;

(b) be amendable; and

(c) preclude amendment or debate of the preceding motion, unless the motion to refer is resolved in the negative, in which case the preceding motion shall be open to debate and amendment.

11~~0~~1.18 Motion to amend - qualifications
A motion to amend shall:

(a) be open to debate;

(b) not propose a direct negative to the main motion; and

(c) be relevant to the main motion.

11~~0~~1.19 Motion to amend - main motion - one at a time
Only one motion to amend the main motion shall be allowed at one time.

11~~0~~1.20 Motion to amend - amendment - one at a time
Only one motion to amend a motion to amend the main motion shall be allowed at one time.

11~~0~~1.21 Zoning by-laws - public notice - considerations
When the Council amends a proposed zoning or rezoning by-law that has been recommended by ~~the Committee of the Whole or~~ the relevant standing committee after the holding of a public meeting by ~~the Committee or the Whole or~~ the relevant standing committee as required by the *Planning Act*, the Council shall immediately vote on the question of whether or not any further notice is to be given in respect of the proposed by-law, as amended.

11~~0~~1.22 Public notice - question - amendable - debatable
The question of whether or not any further notice is to be given shall be amendable and debatable.

11~~0~~1.23 Zoning by-law - notice determination - before enacted
The proposed zoning or rezoning by-law, as amended, shall not be introduced and enacted until the question of whether or not any further notice is to be given has been resolved.

~~Part 12~~
~~VOTING~~

12~~1~~.0 VOTING

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12~~1~~2.1 Amendment - to amendment - voted on first
A motion to amend an amendment to a motion shall be voted on first.

12~~1~~2.2 Voting - order
Voting on the main motion and amending motions shall be conducted in the following order:

(a) a motion to amend a motion to amend the main motion;

(b) a motion (as amended or not) to amend the main motion; and

(c) the main motion (as amended or not).

12~~1~~2.3 Propositions - divided - voted on separately
When the motion under consideration contains distinct propositions, upon the request of any member and provided a recorded vote has not been called for, the vote on each proposition shall be taken separately.

12~~1~~2.4 Motion to vote - immediately - after all have spoken
A motion shall be put to a vote by the Chair immediately after all members desiring to speak on the motion have spoken in accordance with section 9~~8~~9.7 of this by-law.

12~~1~~2.5 Speaking - after motion - before vote announced
After a motion is put to a vote by the Chair, no member shall speak on that motion nor shall any other motion be made until after the result of the vote is announced by the Clerk~~Chair~~.

12~~1~~2.6 Mandatory vote - all members
Every member present shall vote on every motion unless the member indicates a conflict of interest, in which case the member shall recuse themselves from the vote.

12~~1~~2.7 No vote - deemed negative
Notwithstanding the provisions of section 12~~1~~2.6 of this by-law, every member ~~, except the Mayor,~~ who is not recused from voting by reason of a declared conflict of interest, shall be deemed to be voting against the motion if he/she declines or abstains from voting.

12~~1~~2.8 Secret voting - on motion - prohibited
The manner of determining the decision of the Council on a motion shall not be by secret ballot or by any other method of secret voting.

12~~1~~2.9 Putting the question to vote - qualifications
When putting the question to vote, the Chair shall first ask for those in favour of its adoption to raise their hands and then ask for those opposed to its adoption to raise their hands. In the case of electronic voting, the Chair shall ask all members to vote simultaneously whether they are in favour or opposed to its adoption except for those Members who have recused themselves, pursuant to section 12~~1~~2.~~1~~6.

12~~1~~2.10 Result - announced - by Clerk~~hair~~
The Clerk shall announce the result of every vote.

12~~1~~2.11 Result - disagreement - objection immediate - retaken
If a member disagrees with the number of votes for and against a motion as announced by the Chair, he/she may object immediately to the Chair's declaration and, with the consent of the Council, the vote shall be retaken, unless the vote has been taken electronically, in which case the voted results, recorded by the electronic system shall be deemed final.

12~~1~~2.12 Tie vote - deemed negative
When there is a tie vote on any motion, it shall be deemed to have been decided in the negative.

12~~1~~2.13 Recorded vote - required
A recorded vote shall be taken on all motions where electronic voting is available and when called for by any member or when required by law, in those instances where electronic voting is not available

12~~1~~2.14 Recorded vote - called for - before - after - vote
A member may call for a recorded vote immediately prior to or immediately after the taking of the vote in those instances where electronic voting is not available.

12~~1~~2.15 Recorded vote - names - entered in minutes
When a recorded vote is taken, the names of those who voted for and those who voted against the motion shall be entered in the minutes.

12~~1~~2.16 Electronic Voting – where applicable
Where electronic voting is available, every member present shall vote on every motion unless a member indicates a conflict of interest, in which case the m~~M~~ember shall recuse themselves and the result of the vote shall be publicly displayed and included in the record of the meetings, including the recusals.

12~~1~~2.17 Voting - number of members - calculation
In any vote required of the whole Council, the number of members constituting the Council shall be determined by excluding:

(a) the number of members who are present at the meeting but who are excluded from voting by reason of the *Municipal Conflict of Interest Act, R.S.O. 1990, c.M.50* and

(b) the number of seats that are vacant on the Council by reason of section 259(1) of the *Municipal Act, 2001, S.O. 2001*, *c.25*, as amended.

12~~1~~2.18 Voting – simultaneous - rotation – recorded vote

Electronic voting shall be simultaneous. In those instances where a recorded vote is not being taken electronically the taking of the first recorded vote at any Council meeting will begin with the Ward 1 council member and proceed around the Council table in ward order, with the exception of any council member that has been disqualified from voting by reason of a declared conflict of interest or is absent; and thereafter the starting point for the taking of subsequent recorded votes will move to the next eligible member in ward order, provided however, that the Mayor will always be the last person voting when a recorded vote is taken by means other than electronically. In such circumstances where a Deputy Mayor is presiding over a meeting, the Deputy Mayor will vote in ward order.

~~PART 13~~
~~RECONSIDERATION~~

13~~2~~.0 RECONSIDERATION - COUNCIL

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13~~2~~~~3~~.1 Reconsideration – not in order – legally binding commitments

No motion to reconsider a decided matter of Council shall be in order when the original motion has been implemented resulting in a legally binding commitment that is in place on the date that a motion to reconsider is to be debated.

~~13.2 Reconsideration – same Committee of the Whole or standing committee meeting – any time~~

~~A motion to reconsider a decided matter may be introduced at any time when it is made at the same Committee of the Whole or standing committee meeting at which the original motion was decided.~~

~~13.3 Reconsideration – same Committee of the Whole or standing committee meeting – introduction~~

~~A motion to reconsider a decided matter at the same Committee of the Whole or standing committee meeting at which the original motion was decided must be made by a member who voted with the majority on the original motion.~~

~~13.4 Reconsideration – same Committee of the Whole or standing committee meeting – once only~~

~~No motion to reconsider a decided matter at the same Committee of the Whole or standing committee meeting at which the original motion was decided shall be permitted more than once.~~

~~13.5 Reconsideration – same Committee of the Whole or standing committee meeting – majority vote~~

~~A motion to recommend the reconsideration of a decided matter at the same Committee of the Whole or standing committee meeting at which the original motion was decided shall only require the approval of the majority of the members present at that standing committee meeting.~~

13~~2~~.2~~3.6~~ Reconsideration – decided matter of Council – same meeting

A motion to reconsider a decided matter of Council at the same meeting at which the original motion was decided shall be introduced at Stage XII (Emergent Motions) of the Council Agenda, unless the Chair determines there was a clear misunderstanding of the question that was put, in which case a motion for reconsideration shall be introduced immediately after the original vote was taken.

13.3~~2.3~~~~3.7~~ Reconsideration – decided matter of Council – subsequent meeting

A motion to reconsider a decided matter of Council at a meeting subsequent to the meeting at which the original motion was decided shall require a notice of motion submitted in accordance with section 6~~7~~.2 of this by-law, and shall be introduced at Stage VII~~I~~ (Motions of Which Notice is Given) of the Council Agenda, unless the motion to reconsider comes forward to the Council through a report of ~~the Committee of the Whole or~~ a standing committee.~~.~~

132.43.8 Reconsideration – decided matter of Council – introduction
A motion to reconsider a decided matter of Council must be made by a member who voted with the majority on the original motion.

132.53.9 Reconsideration – decided matter of Council – only once
No motion to reconsider a decided matter of Council shall be made more than once in the twelve month period from the date the matter was decided, unless a regular election has occurred following the decision.

133.102.6 Reconsideration – decided matter of Council – 2/3 vote – whole Council
A motion to reconsider a decided matter of Council shall require the approval of at least two-thirds of the whole Council.

132.73.11 Affirmative vote – original matter – next business
If a motion to reconsider is decided in the affirmative at a meeting, then consideration of the original matter shall become the next order of business.

132.83.12 Debate – prohibited – statement of reason – permitted
No debate on a motion to reconsider a decided matter shall be permitted; however the mover of a motion to reconsider may provide a brief and concise statement outlining the reasons for proposing such reconsideration.

Part 14
DELEGATIONS

143.0 DELEGATIONS

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1434.1 Appearance - before Council - where required by law
No person shall be permitted to appear before the Council except where required by law or where there is a special recognition which has been approved by the Chair.

1434.2 City Manager – Managing Directors or their designates - address to Council
Notwithstanding the provisions of section 1434.1 of this by-law, the City Manager and the Managing Directors or their designates shall be permitted to address the Council in accordance with section 9.9 of this by-law.

1434.3 City Manager - authority - provided
Notwithstanding the provisions of sections 1434.1 and 1424.2 of this by-law, the City Manager shall be permitted to address the Council in accordance with the by-law which establishes the position of City Manager.

14.4 Written request - to Clerk – for Committee of the Whole or standing committee
Any person desiring to be heard by the Committee of the Whole or a standing committee shall submit a written request to the Clerk in accordance with the established submission deadline as set out in Sections 24.22 and 24.23 of this by-law and the Clerk shall then direct the request to the appropriate committee.

14.5 Business - stated - matters - related to
Persons appearing before the Committee of the Whole or a standing committee shall confine their remarks to the business stated in their request.

14.6 Speaking – limited - 5 minutes
No delegation shall speak on a matter longer than a 5 minute period, without leave of a majority of the members present at a Council, Committee of the Whole or standing committee meeting, except as otherwise prescribed by applicable legislation.

14.7 Repetition - prevented - hearing declined - exception
In order to avoid repetition and to ensure an opportunity for the expression of different points of view but except as required by law, the Committee of the Whole or any standing committee may decline to hear any person who has an identifiable common interest or concern with any other person who has already appeared and spoken at the meeting of the committee.

14.8 Appearance - previous - limitation - new information
Except as required by law, any person appearing before the Committee of the Whole or a standing committee who has previously appeared before the same Committee of the Whole or standing committee on the same subject matter shall be limited to providing only new information in their second and subsequent appearances.

15.0XX.X COUNCIL – IN CAMERA

15XX.1 Chair - Mayor
Whenever a majority of the members present decide that the Council should convene in camera, the Mayor shall continue to preside and maintain order during the in camera portion of the Council meeting.

15XX.2 Chair - where Mayor absent
In the absence of the Mayor, the Deputy Mayor selected by the Mayor shall preside and maintain order during the in camera portion of the Council meeting.

15XX.3 Chair – where Mayor and Deputy Mayor selected by the Mayor absent
In the absence of the Mayor and Deputy Mayor selected by the Mayor, the Deputy Mayor selected by the Council shall preside and maintain order during the in camera portion of the Council meeting.

15XX.4 Chair – appointed – where Mayor and Deputy Mayor absent
In the absence of the Mayor and the Deputy Mayors the member elected to preside in their absence shall preside and maintain order during the in camera portion of the Council meeting.

15XX.5 Council – in camera - matters
The Council shall consider, in camera, all matters contained in the in camera reports of the standing committees included in the proceedings of the Council meeting, unless otherwise decided by a majority vote of the Council.

15XX.6 Meeting - in closed session - decided by majority vote
Any part of a Council meeting may be held in closed session if the Council so decides by a majority vote of the members present to consider matters in accordance with sections 5.21 to 5.4.7 of this by-law.

15.7XX.7 Motion to rise and report - non-debatable
A motion shall be made during the in camera session of Council to rise and report in public session of Council and shall be decided without debate.

15XX.8 Report - proceedings - immediate
The proceedings of the in camera portion of a Council meeting, shall be reported by a member other than the Mayor or the member acting on behalf of the Mayor, and a member of the Council shall be selected by the Mayor, or the member acting on behalf of the Mayor, to present the report of the in camera session of Council in public session of Council.

15XX.9 Report - recommendations - adopted - confirmed
The report and recommendations of the Council referred to in section 15XX.8 of this by-law may be adopted and confirmed by the Council in a single motion.

15XX.10 Request - to vote separately - requirements
A member may request, prior to the adoption of the report and recommendations of the Council referred to in section 15XX.8 of this by-law, that a recommendation be voted on separately, and such a request shall not require the introduction of a motion.

15XX.11 Adjournment -- 11:00 PM - extension - requirements
No in camera session of Council shall extend beyond 11:00 PM unless otherwise decided before that hour by a two-thirds vote of the members present at the meeting.

Part 15
COMMUNICATIONS - PETITIONS

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164.0 COMMUNICATIONS - PETITIONS

1645.1 Presentation - information - legibly written - signed
Every communication or petition intended for presentation to the Council, Committee of the Whole or to a standing committee shall be legibly written or printed and shall be signed by at least one person giving his/her address.

1645.2 Listed - in Agenda - with similar matters
The Clerk shall list in the Agenda only those communications and petitions which pertain to matters contained in the reports and other communications listed in the Agenda.

1645.3 Matters - not pertinent - directed to appropriate area
Every communication or petition which does not pertain to matters in the Agenda shall be directed by the Clerk to the appropriate committee.

1645.4 Language - obscene - defamatory - prohibited
Notwithstanding the provisions of sections 1645.2 and 1645.3 of this by-law, communications or petitions containing obscene or defamatory language shall not be listed in the Agenda or be directed to the Committee of the Whole or a standing committee.

164.5 Distribution of Materials – Clerk
No person, other than the Clerk or his/her designate, shall before or during a meeting of the Council place on the desks of the Members, or otherwise distribute, any material whatsoever.

Part 16

175.0 PUBLIC AT COUNCIL, COMMITTEE OF THE WHOLE AND STANDING COMMITTEE MEETINGS

1756.1 Public – Proper Decorum to Be Maintained At All Times
Members of the public in attendance at Council, Committee of the Whole or standing committee meetings shall conduct themselves with proper decorum at all times, in order to ensure a safe and respectful meeting environment.

1756.2 Public – Electronic Devices – Silenced
Members of the public in attendance at Council, Committee of the Whole or standing committee meetings shall ensure that all electronic devices are set to silent mode.

1756.3 Public – Disorderly Conduct
Any person who is not conducting themselves in a manner as set out in section 1756.1 or 1756.2 of this by-law shall be asked by the Chair to do so. If that person continues to conduct themselves in a manner contrary to section 1756.1 or section 1756.2 of this by-law, then that person shall be removed from the meeting.

1756.4 Public – Immediate Removal
Notwithstanding section 1756.3 of this by-law, in the event a member of the public is conducting themselves in a manner which poses a threat to the personal safety of themselves or others in attendance at the meeting, they shall be removed from the meeting, without warning.

1756.5 Suspension of meeting – order restored
The Chair may unilaterally suspend the meeting until order is restored in the meeting.

Part 17

186.0 ENQUIRIES

1867.1 Corporation - business - procedure
Enquiries relating to any matter connected with the business of The Corporation of the City of London may be made by members to the Chair or, through him/her, to another member or to the City Manager or to a Managing Director or his/her designate, at Stage XI, as identified in section 67.1 of this by-law.

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18~~76~~.2 Argument - opinions - debate - prohibited
When an enquiry is made in accordance with section 18~~67~~.1 of this by-law, no argument, opinion or facts shall be stated, except so far as may be necessary to explain the enquiry, and no debate shall be permitted with respect to the enquiry.

18~~67~~.3 Answer - response - debate - prohibited
When a member answers a question in response to an enquiry, he/she shall not debate the matter to which the enquiry refers.

18~~6~~.4 Enquiry – direction – leave required
A member who wishes to make a motion as a result of an enquiry must first seek leave in accordance with section 11.4 of this by-law.

~~Part 18~~
19~~7~~.0 ~~COMMITTEE OF THE WHOLE AND~~ STANDING COMMITTEE REPORTS

19~~78~~.1 Reports - adopted - confirmed - by motion
The reports of the ~~Committee of the Whole or~~ standing committee meetings may be adopted and confirmed by the Council in a single motion and the passage of such a motion shall be taken to confirm and adopt all of the recommendations contained in the report, except for those recommendations dealt with or voted on separately.

19~~8~~7.2 Recommendation - separate vote - upon request
A member may request, prior to the adoption of a ~~Committee of the Whole or~~ standing committee report, that a specific recommendation be voted on separately due to a declared conflict of interest or a desire to debate the matter, and such a request shall not require the introduction of a motion.

~~18.3 Debate - prohibited - report without recommendation~~
~~There shall be no debate by the members on a matter that is reported to the Council without a recommendation by the Committee of the Whole or a standing committee; however, such a matter may be discussed only for the purpose of explaining the matter or to address a question raised by a member in accordance with section 9.9 of this by-law.~~

~~18.4 Debate - discussion - permitted - conditions~~
~~Notwithstanding the provisions of section 18.3 of this by-law, debate or discussion by the members on a matter that is reported to the Council without a recommendation by the Committee of the Whole or a standing committee shall be permitted if:~~

~~(a) a majority of the members present give leave for discussion or debate of a reported matter; and~~

~~(b) a substantive motion is then made with respect to the reported matter in accordance with section 11.4 of this by-law.~~

~~18.5 Debate - discussion - motions - no amendment - debate~~
~~Motions to give leave for discussion or debate on a reported matter pursuant to section 18.4(a) of this by-law shall not be amendable or debatable.~~

19~~8.67~~.3 No majority decision - report without recommendation
When ~~the Committee of the Whole or~~ a standing committee is unable to reach a majority decision on any matter, such matters shall be reported to the Council without a recommendation and ~~, in which case such matters shall not be subject to the provisions of sections 18.3 and 18.4 of this by-law, but~~ shall be deemed to be in the possession of the Council for its disposition.

19~~78~~.~~47~~ Chair – ~~Committee of the Whole or~~ standing committee - presentation
The Chair of the Committee of the Whole or a standing committee shall present the report of ~~the Committee of the Whole or~~ his/her standing committee to the Council on behalf of ~~the Committee of the Whole or~~ his/her standing committee.

19~~78~~.~~58~~ Chair - absent - presentation - by member
Notwithstanding the provisions of section 19~~7~~.4~~8.7~~ of this by-law, another member may present

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the report of the Committee of the Whole or a standing committee, or part thereof, to the Council in the absence of or at the request of the presenter.

197.68.9 Support of recommendations - by presentation
When the presenter of a standing committee orthe Committee of the Whole or a standing committee report does not support one or more recommendations contained therein, then the presenter shall ask a member of the respective standing committee or the Committee of the Whole or standing committee (as the case may be) who is supportive of such recommendation(s) to present them to the Council on behalf of the Committee of the Whole or the standing committee or the Committee of the Whole.

20Part 19

18.0 EMERGENT BUSINESS

2018 9.1 Emergent - congratulatory - condolatory matters
Business that is not part of the Agenda shall not be considered by the Council unless it is of an emergent, congratulatory or condolatory nature.

2018 9.2 Introduction - 2/3 vote - required
Members shall introduce matters described in section 2018 9.1 of this by-law at Stage XII, as identified in section 67.1 of this by-law, but in order for such matters to be introduced two-thirds of the members present shall give leave for the introduction of such matters.

2018 9.3 Motion to introduce - not amendable - debatable
Motions to give leave for the introduction of such matters shall not be amendable or debatable.

21Part 20

19.0 UNFINISHED BUSINESS

21.110 20.1 Repeated - until disposed of
Items in the Agenda which have not been disposed of by the Council shall be repeated in each subsequent Agenda until disposed of by the Council.

Part 21

220.0 ENACTMENT OF BY-LAWS

220 1.1 Published - distributed - with Agenda
By-laws shall be published with the Agenda for the meeting at which they are to be read.

220 1.2 Distributed - with Added Communications - motion to introduce - majority vote
Notwithstanding the provisions of section 220 1.1 of this by-law, a motion to introduce those by-laws arising from Added Reports or, or Added Communications or the report of the Committee of the Whole shall be decided by a majority vote of the members present prior to such by-laws being read.

220 1.3 Readings - 3 - required - before enactment
Every by-law shall receive 3 separate readings before being enacted by the Council.

220 1.4 Readings - 3 - at same meeting - permitted
Unless otherwise provided by law, every by-law may receive all 3 readings at the same meeting.

220 1.5 First - third readings - motion - no amendment - debate
Motions for the first and third readings of by-laws shall not be amendable or debatable.

220 1.6 Second reading - amendable - debatable
Amendments and debate on the content of by-laws shall be in order after a motion for the second reading of the by-laws has been duly made and seconded.

220 1.7 Second readings - referral to Committee of the WholeStrategic Priorities and Policy Committee
During the debate on the motion for the second reading of by-laws, by-laws may, by a majority

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vote of the members present, be referred to the appropriate Strategic Priorities and Policy Committee~~Committee of the Whole~~ for consideration.

22~~01~~.8 Strategic Priorities and Policy Committee~~Committee of the Whole~~ - report - second reading - motion
When by-laws have been referred to the ~~Committee of the Whole~~Strategic Priorities and Policy Committee, the motion for the second reading shall be put to a vote immediately following the adoption of the ~~Committee of the Whole~~Strategic Priorities and Policy Committee report.

22~~0~~.9 Confirming By-law - Proceedings - all matters
The proceedings at every regular and special meeting may be confirmed by one or more by-laws so that every decision of the Council at that meeting and every resolution passed thereat shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted.

22~~0~~.10 Non-amendable - non-debatable
Notwithstanding the provisions of section 22~~0~~.6 of this by-law, confirming by-laws shall not be amendable or debatable.

22.11~~01.9~~ Signed - seal affixed - dates shown
Every by-law enacted by the Council shall be signed by the Mayor, Deputy Mayor, Acting Mayor or Presiding Officer and the Clerk or Deputized Clerk, sealed with the seal of the Corporation and shall show the dates of the three readings by the Council.

~~Part 22~~PART 3 – COMMITTEE OF THE WHOLE

~~21.0 COMMITTEE OF THE WHOLE~~

~~212.1 Chair - designated - report to Council~~
~~Whenever a majority of the members present decide that the Council should resolve into Committee of the Whole, the Mayor shall become the Chair of the Committee of the Whole and shall maintain order during the meeting.~~

~~212.2 Chair - appointed - where Mayor absent~~
~~In the absence of the Mayor, the Deputy Mayor selected by the Mayor shall act as the Chair of the Committee of the Whole."~~

~~21.32.2.1 Chair – appointed – where Mayor and Deputy Mayor selected by the Mayor absent~~
~~In the absence of the Mayor and Deputy Mayor selected by the Mayor, the Deputy Mayor selected by the Council shall act as the Chair of the Committee of the Whole."~~

~~21.42.2.2 Chair – appointed – where Mayor and Deputy Mayor absent~~
~~In the absence of the Mayor and the Deputy Mayors, the Clerk shall call the meeting to order 15 minutes after the hour appointed for the meeting and the members shall elect a member to preside during the meeting or until the arrival of the Mayor, or the Deputy Mayor selected by the Mayor, or the Deputy Mayor selected by the Council."~~

~~21.52.3 Report - to Council - all matters referred~~
~~The Committee of the Whole shall consider and report to the Council on any other matter which has been referred to the Committee by resolution of the Council.~~

~~21.62.4 Committee of the Whole - matters - Schedule 'A'~~
~~The Committee of the Whole shall make recommendations and reports to the Council on those matters outlined in Schedule 'A' of this by-law.~~

~~21.72.5 Meetings - apart from regular - permitted~~
~~At the direction of the Council, the Committee of the Whole may meet apart from regular meetings when matters are referred to it by the Council.~~

~~21.82.6 Meeting - in closed session - decided by majority vote~~
~~Any Committee of the Whole meeting, or any part thereof, may be held in closed session if the Committee so decides by a majority vote of the members present to consider matters in accordance with sections 5.1 to 5.78 of this by-law.~~

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22.7 Procedure - modifications

The rules governing the procedure of the Council and the conduct of its members shall be observed in the Committee of the Whole, with the necessary modifications, except that:

(a) a member shall not speak more than once to a motion until every member who desires to speak has spoken once,

(b) recorded votes shall be permitted during Committee of the Whole meetings, except for those matters dealt with in closed session,

(c) a motion to put the question shall not be permitted, and

(d) a motion to adjourn shall not be permitted, except when meeting apart from regular meetings.

21.92.8 Points of order - decision by Chair

Points of order arising in the Committee of the Whole shall be decided by the Chair of the Committee of the Whole, subject to an appeal by any member to the Committee.

21.102.9 Vote - by Chair - permitted - exception

The Chair of the Committee of the Whole may vote on any motion after the other members have voted, except when the Chair is disqualified from voting by reason of a declared conflict of interest.

21.112.10 Motion to rise and report - non-debatable

A motion shall be made in Committee of the Whole to rise and report to the Council and shall be decided without debate.

21.122.11 Report - proceedings - immediate

The proceedings of the Committee of the Whole, when held as part of the proceedings at a Council meeting, shall be reported by a member of the Committee of the Whole, excluding the Mayor or the member acting on behalf of the Mayor, and a member of the Committee of the Whole shall be selected by the Mayor or the member acting on behalf of the Mayor to present the Committee of the Whole report to Council."

21.132.12 Report - separate meeting - consideration by Council

The report and recommendations of the Committee of the Whole, when held apart from regular meetings, shall be treated in the same manner as standing committee reports when considered by Council.

21.142.13 Report - recommendations - adopted - confirmed

The report and recommendations of the Committee of the Whole referred to in sections 21.1222.11 and 21.132.12 of this by-law may be adopted and confirmed by the Council in a single motion.

22.1421.15 Request - to vote separately - requirements

A member may request, prior to the adoption of a Committee of the Whole report, that a Committee of the Whole recommendation be voted on separately, in the instance where electronic voting is not available, or due to a declared conflict of interest, and such a request shall not require the introduction of a motion.

22.1521.16 Adjournment - 11 PM - extension - requirements

The Committee of the Whole shall always adjourn at 11:00 PM if in session at that hour; unless otherwise decided before that hour by a two-thirds vote of the members present at the meeting.

PART 34 – STRIKING COMMITTEEPart 23 STRIKING COMMITTEE

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23.1 Striking Committee - meeting - report

In the year of a municipal election, a striking committee shall be appointed by no later than the last regular Council meeting of the outgoing Council to meet to make recommendations for initial citizen appointments to boards, commissions and advisory committees and shall submit its report to a meeting of the new Council through the Strategic Priorities and Policy Committee.

23.2 Striking Committee – composition
The striking committee shall be composed of a past member of the London Diversity and Race Relations Advisory Committee, one representative to be nominated by each of the Pillar Non-Profit Network, the Urban League of London, the London and District Labour Council and the London Chamber of Commerce, as well as a former~~retired~~ Council member and two citizens at large to be selected by the outgoing Council.

23.3 Advisory Committee Nominees - two or more - voting procedure
In deciding upon its recommendations for citizen appointments to boards, commissions; and advisory committees where there are two or more nominees for a particular office, the members of the striking committee shall cast their votes for the nominee(s) of their choice, with the persons receiving the lowest number of votes falling out in succession until the required number of nominees has been selected.

PART 4~~5~~ – STANDING COMMITTEES~~Part 24~~
~~STANDING COMMITTEE - MEETINGS~~

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24.0 COMPOSITION – STANDING COMMITTEES

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24.1 Standing committees - composition
The following shall be standing committees of the Council, namely:

(a) the Civic Works Committee, which shall be composed of 5 members of Council;

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(b) the Community and Protective Services Committee, which shall be composed of 5 members of Council;

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(c) the Corporate Services Committee, which shall be composed of the Deputy Mayor selected by the Municipal Council and 4 members of Council;

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(d) the Planning and Environment Committee, which shall be composed of 5 members of Council; and,

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(e) the Strategic Priorities and Policy Committee, which shall be composed of all members of Council.

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24.2 Appointments - members only
The Council shall appoint only members to the standing committees.

24.3 Service - every member
Every member shall serve on standing committees such that all positions are filled.

24.4 Mayor - member - ex officio - ~~all~~ committees
The Mayor, shall be, an ex officio member of all standing committees of the Council, except for the ~~Committee of the Whole and~~ Strategic Priorities and Policy Committee, where the Mayor shall serve as Chair and shall, when attending a standing committee meeting in his/her ex officio capacity, have full voting privileges and be counted for the purposes of the standing committee's quorum. The Mayor is not however counted for the purposes of the standing committee's quorum when he/she is not in attendance at a standing committee meeting.

24.5~~13~~ Chairs - appointment - nomination - procedure
The Chairs of the standing committees shall be appointed by the Council upon receipt of nominations by the Strategic Priorities and Policy Committee, except for the Corporate Services Committee which shall be chaired by the Deputy Mayor selected by the Council.

24.6~~17~~ Vice Chairs - appointed - first meeting
Each standing committee shall appoint a Vice Chair at its initial meeting in each year.

24.7~~18~~ Chair - replacement - by Council - at any time

The Council may, at any time, replace the Chair of a standing committee except where the Mayor or Deputy Mayor selected by the Council~~Mayor~~ serves as Chair.

25.0 MANDATES – STANDING COMMITTEES

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~~24.5~~25.1 Civic Works Committee - matters - Schedule 'A~~B~~'

The Civic Works Committee shall make recommendations and reports to the Council on those matters outlined in Schedule 'A~~B~~' of this by-law.

25.2~~24.6~~ Community and Protective Services Committee – matters – Schedule 'B~~C~~'

The Community and Protective Services Committee shall make recommendations and reports to the Council on those matters outlined in Schedule 'B~~C~~' of this by-law.

25.3~~24.7~~ Corporate Services Committee - matters - Schedule 'C~~D~~'

The Corporate Services Committee shall make recommendations and reports to the Council on those matters outlined in Schedule 'C~~D~~' of this by-law.

25.4~~24.8~~ Planning and Environment Committee - matters - Schedule 'D~~E~~'

The Planning and Environment Committee shall make recommendations and reports to the Council on those matters outlined in Schedule 'D~~F~~' of this by-law.

25.6~~24.9~~ Strategic Priorities and Policy Committee – matters – Schedule 'E~~F~~'

The Strategic Priorities and Policy Committee shall make recommendations and reports to the Council on those matters outlined in Schedule 'E~~G~~' of this by-law.

26.0 MEETING SCHEDULE – STANDING COMMITTEES

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26~~4~~.1~~0~~ Meetings - regular – exception – holiday

(a) Regular meetings of the Civic Works Committee shall commence at 4:00 PM on Tuesdays to be identified in the annual meeting schedule, unless otherwise identified in the annual meeting schedule. The Chair may amend the time of the committee meeting, when the content of the Agenda warrants a change to be necessary. The date and time may be varied where a holiday falls on a regular meeting date and during July and August.

(b) Regular meetings of the Community and Protective Services Committee shall commence at 4:00 PM on Tuesdays to be identified in the annual meeting schedule, unless otherwise identified in the annual meeting schedule. The Chair may amend the time of the Committee meeting, when the content of the Agenda warrants a change to be necessary. The date and time may be varied where a holiday falls on a regular meeting date and during July and August.

(c) Regular meetings of the Corporate Services Committee shall commence at 12:00 PM on Tuesdays to be identified in the annual meeting schedule, unless otherwise identified in the annual meeting schedule. The Chair may amend the time of the Committee meeting, when the content of the Agenda warrants a change to be necessary. The date and time may be varied where a holiday falls on a regular meeting date and during July and August.

(d) Regular meetings of the Planning and Environment Committee shall commence at 4:00 PM on Mondays to be identified in the annual meeting schedule, unless otherwise identified in the annual meeting schedule. The Chair may amend the time of the Committee meeting, when the content of the Agenda warrants a change to be necessary. The date and time may be varied where a holiday falls on a regular meeting date and

during July and August.

(e) Regular meetings of the Strategic Priorities and Policy Committee shall commence at 4:00 PM on Mondays to be identified in the annual meeting schedule, unless otherwise identified in the annual meeting schedule. The Chair may amend the time of the committee meetings, when the content of the Agenda warrants a change to be necessary. The date and time may be varied where a holiday falls on a regular meeting date and during July and August.

26.24.11 Meetings - special - called by Chair
Special meetings of any standing committee may be called by the committee Chair, in consultation with the Clerk, whenever he/she considers it necessary in order to deal with an time sensitiveemergent matter.

26.34.12 Meetings - special - called on request
It shall be the duty of the committee Chair, or in the case of his/her neglect or failure, the duty of the Clerk, to call a special meeting of a standing committee whenever such a special meeting has been requested in writing by a majority of the members of the standing committee.

27.0XX.X STANDING COMMITTEE AGENDAS AND REPORTS

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27.1XX.X Standing Committee Agendas - composition - prepared by Clerk
The Clerk shall prepare Agendas for each of the standing committees of the Council consisting of the following parts:

Part I Call to Order

Part II Consent Items

Part III Scheduled Items

Part IV Items for Direction

Part V Deferred Matters/Additional Business

Part VI Confidential

Part VII Adjournment

27.2XX.X Confidential Items – general description by Clerk
The Clerk shall include in the Agendas for each of the standing committees of the Council a description of the general nature of matters to be considered in a closed meeting under Part VI of the Agendas.

27.3XX.X Consent Items - defined
Consent items include but are not necessarily limited to the following types of matters:

(a) untimed/no delegation or public participation meeting items;

(b) items where little discussion/debate is anticipated;

(c) staff report items that contain clear "take action, give approval or receive for information" recommendations;

(d) Advisory Committee Reports without recommendations; and

(e) routine matters.

27.4XX.X Consent Items - process to address
All of the items listed in the Ceonsent part of the Agenda of a standing committee may be the subject of one motion and that motion shall be neither debatable nor amendable; provided however, that any member of the standing committee may have any item(s) included in the

consent motion to be separated from that motion whereupon the ~~. The~~ consent motion without the separated item(s) shall be immediately put, and the separated item(s) shall each be considered under Part IV – Items for Direction.

27.5~~XX.X~~ Items for Direction - defined
Items for direction include all other items of business:

(a) not listed in the consent part of the Agendas of the standing committees, as defined in section 27.3~~XX.X~~ of this by-law;

(b) items listed under the Scheduled Items; and

(c) items not consented to, as defined in section 27.4~~XX.X~~ of this by-law.

27.6

~~24.13 Chairs - appointment - nomination - procedure~~
~~The Chairs of the standing committees shall be appointed by the Council upon receipt of nominations by the Strategic Priorities and Policy Committee except for the Corporate Services Committee which shall be chaired by the Deputy Mayor selected by the Council.~~

~~24.14 Meeting - in closed session - majority vote - required~~
~~Any standing committee meeting, or any part thereof, may be held in closed session if the committee so decides by a majority vote of the members present to consider matters in accordance with sections 5.1 to 5.8 of this by-law.~~

~~24.15 Procedure - modifications~~
~~The rules governing the procedure of the Council and the conduct of its members shall be observed in standing committee meetings, with the necessary modifications, except that:~~

~~(a) a member need not rise to speak;~~

~~(b) a member shall not speak more than once to a motion until every member who desires to speak has spoken once;~~

~~(c) no recorded votes shall be permitted, unless electronic voting is available; and~~

~~(d) a motion to put the question shall not be permitted.~~

~~24.16 Motions - seconded~~
~~Each standing committee shall require motions made at its meetings to be seconded.~~

~~24.17 Vice Chairs - appointed - first meeting~~
~~Each standing committee shall appoint a Vice Chair at its initial meeting in each year.~~

~~24.18 Chair - replacement - by Council - at any time~~
~~The Council may, at any time, replace the Chair of a standing committee except where the Mayor or Deputy Mayor selected by the Mayor serves as Chair.~~

~~27.0 AGENDAS AND REPORTS~~

~~XX.X~~ Order of business – as specified – exception
The business of each meeting shall be taken up in the order in which it stands in the standing committee Agenda, unless otherwise decided by a majority~~two-thirds~~ vote of the members present.

27.7~~XX.X~~~~24.19~~ Minutes - not kept - report to Council
Minutes of the proceedings of standing committee meetings shall not be kept, but the proceedings shall be recorded in the form of a report and shall be presented to the Council in accordance with section 19~~XX.X~~~~17.7~~ of this by-law.

27.8~~XX.X~~~~24.20~~ Agenda - distribution - deemed notice
The Clerk shall not be required to give notice of regular standing committee meetings but the

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publishing and distribution of the Agenda for the meeting shall constitute notice thereof.

27.9~~XX.X~~~~24.21~~ Agenda - not received - validity - not affected
Lack of receipt of the Agenda by the members shall not affect the validity of the standing committee meeting or any action taken thereat.

27.10~~XX.X~~~~24.22~~ Agenda - preparation - deadline
The deadline for material to be included on the Agenda of each standing committee shall be 9:00 AM~~.~~ on the Monday the week prior to the standing committee meeting. In weeks with a holiday Monday, the deadline shall be the first business day at 9:00 AM prior thereto.

27.11~~XX.X~~~~24.23~~ Added Materials – deadline
The deadline for receipt of added materials by the Clerk for addition to a standing committee Agenda shall be 9:00 AM one business day prior to the standing committee meeting.

27.12~~XX.X~~~~24.24~~ Added Materials – qualifications
Communications of an emergent nature and/or those communications and petitions which pertain to matters contained in the reports and other communications listed in the standing committee Agenda, that are legibly written or printed and signed by at least one person giving his/her address and do not contain obscene or defamatory language shall be added to the standing committee Agenda.

28~~XX~~.0 COMMUNICATIONS ~~-~~ – PETITIONS – STANDING COMMITTEES

28~~XX~~.1 Presentation - information - legibly written - signed
Every communication or petition intended for presentation to a standing committee shall be legibly written or printed and shall be signed by at least one person giving his/her address.

28~~XX~~.2 Listed - in Agenda
The Clerk shall list in the Agenda only those communications and petitions which pertain to matters contained within the mandate of the standing committee and which may not be reasonably expected to be dealt with through an established administrative process or program.

28~~XX~~.3 Matters – conform to legislation
All communications and petitions must conform to applicable privacy and copyright legislation in order to be considered for inclusion on an Agenda.

28~~XX~~.4 Matters – directed to appropriate area – Clerk
Every communication or petition shall be directed by the Clerk to the appropriate standing committee in accordance with Schedules “A” to “E” to this by-law.~~.~~

28~~XX~~.5 Language - obscene - defamatory - prohibited
Notwithstanding the provisions of sections 28~~XX~~.2 and 28.3~~XX.3~~ of this by-law, communications or petitions containing obscene or defamatory language shall not be listed on an Agenda of a standing committee.

28~~XX~~.6 Distribution of Materials – Clerk
No person, other than the Clerk or his/her designate, shall before or during a meeting of a standing committee place on the desks of the Members, or otherwise distribute, any material whatsoever.

29.0~~XX.X~~ COMMENCEMENT OF STANDING COMMITTEE MEETINGS

29.1~~XX.X~~ Chair – to preside – all standing committee meetings
The Chair appointed by Council shall preside at all standing committee meetings.

29.2~~XX.X~~ Chair – absence
In the absence of the Chair, the Vice Chair appointed by the standing committee shall preside during the standing committee meeting, or until the arrival of the Chair.

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29.3~~XX.X~~ Chair and Vice Chair – absence
In the absence of the Chair and Vice Chair the members shall elect a member to preside at the standing committee meeting, or until such time as the arrival of the Chair or Vice Chair.

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30.0~~XX.X~~ DISCLOSURES OF PECUNIARY INTEREST

30~~XX~~.1 Pecuniary interest - disclosure - requirements
If a member has any pecuniary interest, direct or indirect, in any matter in which the standing committee is concerned and if he/she is present at a meeting at which the said matter is the subject of consideration, then he/she shall disclose his/her interest at Stage I, as identified in section 27.1~~XX.X~~ of this by-law, and he/she shall recuse themselves and not take part in the consideration or discussion of the said matter nor shall he/she vote on any motion in regard to the said matter.

30~~XX~~.2 Non-compliance - by member - validity not affected
The failure of one or more members to comply with section 30.1~~XX/X~~ of this by-law shall not affect the validity of the meeting in regard to the said matter.

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30~~XX~~.3 Disclosure - by majority - quorum - requirement
Notwithstanding the provisions of section 30.1~~XX.X~~ of this by-law, when a majority of the members has disclosed an interest in accordance with section 30.1~~XX.X~~ of this by-law and the *Municipal Conflict of Interest Act*, as may be amended from time to time, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two.

31.0~~XX.0~~ RULES OF DEBATE AND CONDUCT AT ~~COUNCI~~STANDING COMMITTEE~~L~~ MEETINGS

31.1~~XX.1~~ Order - decorum - maintained - ~~Mayo~~Chair
The Chair shall preside over the conduct of the meeting, including the preservation of good order and decorum, ruling on points of order and deciding all questions relating to the orderly procedure of the meeting, subject to an appeal to the standing committee.

31~~XX~~.2 Chair - speaking on motion - to leave Chair
The Chair may answer questions and comment in a general way without leaving the Chair, but if he/she wishes to make a motion or to speak on a motion taking a definite position and endeavouring to persuade the standing committee~~Council~~ to support that position, then he/she shall first leave the Chair.

31~~XX~~.3 Chair~~Mayor~~ - leaving Chair - member designated in place
If the Chair desires to leave the Chair for the purpose of taking part in the debate or for any other reason, he/she shall have the Vice Chair, or in the Vice Chair's absence, another member~~,~~ to fill his/her place until he/she resumes the Chair.

31~~XX~~.4 Speaking - recognition by Chair - required
Before a member may speak to any matter, he/she shall first be recognized by the Chair, but need not rise to speak.~~.~~

31~~XX~~.5 Speaking - order - determination
When two or more members indicate simultaneously that they wish to speak, the Chair shall name the member who is to speak first. Members of Council who are not members of the standing committee shall speak after the standing committee members have spoken.

31.6~~XX.6~~ Speaking - limitation - subject - maximum 5 minutes
When a member is speaking to a motion, he/she shall confine his/her remarks to the motion and in speaking shall be limited to a maximum of 5 minutes, unless otherwise decided by a majority vote of the members present. A member's speaking time shall not include any time required for staff to respond to a m~~M~~ember's question.

31~~XX~~.7 Speaking - once only - exception - vote - reply
A member shall not speak more than once to any motion until every member who desires to speak has spoken once. A member's reply time shall not include any time required for staff to respond to that Member's question.

31~~XX~~.8 Speaking - under debate - motion - prohibited
A member who has already spoken to any motion under debate shall not be permitted to move

any motion described in section 33.5~~XX.X~~ of this by-law, except a motion to proceed beyond the hour of 11:00 PM.

31~~XX~~.9 Motion - under debate - questions - before vote
When a motion is under debate, a member may ask a concisely worded question of another member, or appropriate staff, through the Chair prior to the motion being put to a vote by the Chair in accordance with section 34.4~~XX.X~~ of this by-law.

31~~XX~~.10 Motion - under debate - read - at any time
A member may require the motion under debate to be read at any time during the debate, but shall not interrupt a member who is speaking.

31~~XX~~.11 Disruption ~~-~~ standing committee~~Council~~ - by member - prohibited
A member shall not disturb the standing committee by any disorderly deportment, including conduct contrary to the Code of Conduct established by the Council.

31~~XX~~.12 Offensive language - insults - prohibited
A member shall not use profane or offensive words or insulting expressions.

31~~XX~~.13 Disobedience - rules - points of order - prohibited
A member shall not disobey the rules of the Council or a decision of the Chair on points of order or on the interpretation of the rules of procedure of the Council.

31~~XX~~.14 Leaving seat - disturbance during vote - prohibited
A member shall not leave his/her seat or make any noise or disturbance while a vote is being taken or until the result is declared.

31~~XX~~.15 Speaking - rising and addressing
A member need not rise to speak, after addressing himself/herself to the Chair.

31~~XX~~.16 Interruption - speakers - exception
A member shall not interrupt a member who is speaking, except to raise a point of order or a question of privilege.

31~~XX~~.17 Leaving meeting - not to return - Chair informed
A member shall not leave the meeting when he/she does not intend to return thereto without first advising the Chair.

31~~XX~~.18 Disorderly conduct - member to be removed - question
In the event that a member persists in a breach of the rules prescribed in sections 31.11~~XX.X~~ to 31.17~~XX.X~~ inclusive of this by-law, after having been called to order by the Chair, the Chair shall put the question "Shall the member be ordered to leave his/her seat for the duration of the meeting?" and such question is not debatable.

31~~XX~~.19 Disorderly conduct - member to leave seat
If the standing ~~committtee~~committee decides the question set out in section 31~~XX~~.18 of this by-law in the affirmative by a majority vote of the members present, the Chair shall order the member to leave his/her seat for the duration of the meeting.

31~~XX~~.20 Apology - member to resume seat - by permission
If the member apologizes, the Chair, with the approval of the standing committee, may permit him/her to resume his/her seat.

31~~XX~~.21 Failure to leave seat - removal
If a member does not leave his/her seat after being ordered to do so by the Chair in accordance with section 31~~XX~~.19 of this by-law and if the member does not apologize in accordance with section 31~~XX~~.20 of this by-law, then the Chair shall seek the appropriate assistance from the Sergeant-at-Arms or his/her designate.

31~~XX~~.22 Meeting in session – entrance to floor – restriction
No person shall be allowed to enter the main floor of the Council Chambers during meetings without the leave of the Chair, except members, employees and servants of the Corporation and those representatives of the media who have appropriate identification to the satisfaction of the Clerk. Delegations shall be required to speak from gallery using the corporate sound system.

31~~XX~~.23~~X~~ Meeting in session – entrance to floor – exception

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Delegations appearing with the consent of the standing committee, and requiring use of corporate visual aid equipment, or any other person invited to enter the floor of the C~~c~~hambers with the consent of a majority of the members, shall be permitted to enter the floor of the C~~c~~hambers immediately preceding their delegation and shall be required to leave the floor of the C~~c~~hambers immediately following their delegation.

32~~XX~~.0 QUESTIONS OF PRIVILEGE/POINTS OF ORDER

32~~XX~~.1 Rights - privileges - integrity - of members - affected
If a member believes that his/her rights, privileges or integrity or those of the members collectively have been prejudicially affected, he/she shall ask leave of the Chair to raise a question of privilege which shall take precedence over all other matters, but he/she shall not be permitted to enter into any argument or introduce any motion related to the question of privilege.

32~~XX~~.2 Civic Administration - integrity questioned - procedure
When a member considers that the integrity of a member of the Civic Administration has been impugned or questioned, the Chair shall, if they choose to do so, permit the City Manager or a Managing Director or his/her designate to make a statement to the standing committee.

32~~XX~~.3 Rule of procedure - violation - raised by member
When a member desires to call attention to a violation of the rules or practices of procedure, he/she shall ask leave of the Chair to raise a point of order and after leave is granted, he/she shall state the point of order to the Chair succinctly and the Chair shall then decide upon the point of order and advise the members of his/her decision.

32~~XX~~.4 Appeal - Chair's decision - immediately - required
Unless a member immediately appeals the Chair's decision to the standing committee, the decision of the Chair shall be final.

32~~XX~~.5 Appeal - decision - question put ~~- to Council~~
If the decision of the Chair is appealed to the standing committee, then the question "Shall the ruling of the Chair be sustained?" shall be put immediately without debate and its result shall be final.

32~~XX~~.6 Call to order - member to sit - speaking - permission
When the Chair calls a member to order, that member shall immediately sit down until the point of order is dealt with and that member shall not speak again to the matter under discussion without the permission of the Chair, unless to appeal the ruling of the Chair.

33~~XX~~.0 MOTIONS – ORDER – PUTTING MOTIONS

33.1~~XX.X~~ Public hearing - motions - postponed - until all heard
Where members of the public are to be heard on a matter by a standing committee, except for motions on procedural matters, no motion shall be made by a member of a standing committee until the public has been heard.

33.2~~XX.X~~ Public participation - prohibited - after motion
No further public participation shall be allowed after a motion has been duly made to close the public participation.

33.3~~XX.X~~ Motion - seconded before debate - exception
Motions shall be seconded before being debated or put to a vote.

33.4~~XX.X~~ Withdrawal - before put - requirement
Every motion shall be deemed to be in the possession of the standing committee for debate after it is accepted by the Chair, but may, with the permission of the standing committee, be withdrawn at the joint request of the mover and seconder at any time before the motion is disposed of.

33.5~~XX.X~~ Motion under debate - other motions permitted
When a motion is under debate, no other motion shall be in order except a motion:

(a) to adjourn;

(b) to proceed beyond the hour of 11:00 PM;

(c) to table;

(d) to postpone;

(e) to refer; or

(f) to amend.

33.6~~XX.X~~ Motion to adjourn - qualifications
A motion to adjourn shall:

(a) not be amended;

(b) not be debated;

(c) not include qualifications or additional statements; and

(d) always be in order, except when a member is speaking or the members are voting or when made in closed session.

33.7~~XX.4~~ Motion to adjourn - rejected - procedure
When a motion to adjourn has been decided in the negative, no further motion to adjourn shall be made until after some subsequent proceeding has taken place.

33.8~~XX.5~~ Adjournment - extension - maximum - permissible
The standing committee shall always adjourn at 11:00 PM if in session at that hour, unless otherwise decided before that hour by a two-thirds vote of the members present at the meeting.

33.9~~XX.6~~ Motion to proceed beyond 11:00 PM - qualifications
A motion to proceed beyond the hour of 11:00 PM shall:

(a) not be amended;

(b) not be debated; and

(c) always be in order, except when a member is speaking or the members are voting.

~~**XX.7 Motion to table - qualifications**~~
~~A motion to table shall:~~

~~(a) not be amended;~~

~~(b) not be debated;~~

~~(c) apply to the main motion and any amendments thereto under debate at the time when the motion to table was made; and~~

~~not include qualifications or additional statements.~~

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~~**XX.8 Motion to table - accepted - procedure**~~
~~Notwithstanding the provisions of sections XX.1 and XX.2 of this by-law, if a motion to table is decided in the affirmative by a majority vote of the members present, then the main motion and any amendments thereto shall be removed from the st consideration until such time as a notice of motion to lift the matter from the table is filed with the Clerk within the deadline prescribed in section 6.2 of this by-law and is included in the Agenda at Stage X, as identified in section 6.1 of this by-law.~~

33.10~~XX.9~~ Motion to postpone - to certain time - qualifications
A motion to postpone a matter to a certain time shall:

(a) be open to debate;

(b) be amendable; and

(c) preclude amendment and debate of the preceding motion, unless the

motion to postpone to a certain time is resolved in the negative, in which case the preceding motion shall be open to debate and amendment.

33.11~~XX.10~~ Motion to refer - qualifications
A motion to refer a matter under consideration to a standing committee, to the Civic Administration or elsewhere shall:

(a) be open to debate;

(b) be amendable; and

(c) preclude amendment or debate of the preceding motion, unless the motion to refer is resolved in the negative, in which case the preceding motion shall be open to debate and amendment.

33.12~~XX.11~~ Motion to amend - qualifications
A motion to amend shall:

(a) be open to debate;

(b) not propose a direct negative to the main motion; and

(c) be relevant to the main motion.

33.13~~XX.12~~ Motion to amend - main motion - one at a time
Only one motion to amend the main motion shall be allowed at one time.

33.14~~XX.13~~ Motion to amend - amendment - one at a time
Only one motion to amend a motion to amend the main motion shall be allowed at one time.

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33.15~~XX.14~~ Zoning matters - public notice - considerations
When a standing committee amends a proposed zoning or rezoning by-law after the holding of a public meeting by the standing committee as required by the *Planning Act*, the standing committee shall immediately vote on the question of whether or not any further notice is to be given in respect of the proposed by-law, as amended.

33.16~~XX.15~~ Public notice - question - amendable - debatable
The question of whether or not any further notice is to be given shall be amendable and debatable.

33.17~~XX.16~~ Zoning by-law - notice determination - before enacted
The proposed zoning or rezoning by-law, as amended, shall not be introduced and enacted until the question of whether or not any further notice is to be given has been resolved.

34.0~~XX.0~~ VOTING

34~~XX~~.1 Amendment - to amendment - voted on first
A motion to amend an amendment to a motion shall be voted on first.

34~~XX~~.2 Voting - order
Voting on the main motion and amending motions shall be conducted in the following order:

(a) a motion to amend a motion to amend the main motion;

(b) a motion (as amended or not) to amend the main motion; and

(c) the main motion (as amended or not).

34~~XX~~.3 Propositions - divided - voted on separately
When the motion under consideration contains distinct propositions, upon the request of any member and provided a recorded vote has not been called for, the vote on each proposition shall be taken separately.

34~~XX~~.4 Motion to vote - immediately - after all have spoken
A motion shall be put to a vote by the Chair immediately after all members desiring to speak on

the motion have spoken, as well as those Members of Council who are not members of the standing committee, but have been recognized to speak, in accordance with section 31.8~~XX.X~~ of this by-law.

34~~XX~~.5 Speaking - after motion - before vote announced
After a motion is put to a vote by the Chair, no member shall speak on that motion nor shall any other motion be made until after the result of the vote is announced by the Clerk.

34~~XX~~.6 Mandatory vote - all members
Every member present shall vote on every motion unless the member indicates a conflict of interest, in which case the member shall recuse themselves from the vote.

34~~XX~~.7 No vote - deemed negative
Notwithstanding the provisions of section 34~~XX~~.6 of this by-law, every member who is not recused from voting by reason of a declared conflict of interest, shall be deemed to be voting against the motion if he/she declines or abstains from voting.

34~~XX~~.8 Secret voting - on motion - prohibited
The manner of determining the decision of the standing committee~~Council~~ on a motion shall not be by secret ballot or by any other method of secret voting.

34~~XX~~.9 Putting the question to vote - qualifications
When putting the question to vote, the Chair shall first ask for those in favour of its adoption to raise their hands and then ask for those opposed to its adoption to raise their hands. In the case of electronic voting, the Chair shall ask all members to vote simultaneously whether they are in favour or opposed to its adoption except for those m~~M~~embers who have recused themselves, pursuant to section 30.1~~XX.16~~.

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34.~~XX.~~10 Result - announced - by Clerk
The Clerk shall announce the result of every vote.

34~~XX~~.11 Result - disagreement - objection immediate - retaken
If a member disagrees with the number of votes for and against a motion as announced by the Clerk, he/she may object immediately to the Chair's declaration and, with the consent of the Council, the vote shall be retaken, unless the vote has been taken electronically, in which case the voted results, recorded by the electronic system shall be deemed final.

34~~XX~~.12 Tie vote - deemed negative
When there is a tie vote on any motion, it shall be deemed to have been decided in the negative.

34~~XX~~.13 Recorded vote - required
A recorded vote shall be taken on all motions where electronic voting is available and when called for by any member or when required by law, in those instances where electronic voting is not available

34~~XX~~.14 Recorded vote - called for - before - after - vote
A member may call for a recorded vote immediately prior to or immediately after the taking of the vote in those instances where electronic voting is not available.

34~~XX~~.15 Recorded vote - names - entered in report~~minutes~~
When a recorded vote is taken, the names of those who voted for and those who voted against the motion shall be entered in the report~~minutes~~.

34~~XX~~.16 Electronic Voting – where applicable
Where electronic voting is available, every member present shall vote on every motion unless a member indicates a conflict of interest, in which case the Member shall recuse themselves and the result of the vote shall be publicly displayed and included in the record of the meetings, including the recusals.

34~~XX~~.17 Voting – simultaneous - rotation – recorded vote
Electronic voting shall be simultaneous. In those instances where a recorded vote is not being taken electronically the taking of the first recorded vote at any standing committee meeting shall begin with the member usually seated the furthest from the Chair, progressing through the Members usually seated next furthest from the Chair, and ending with the Chair, with the exception of any member that has been disqualified from voting by reason of a declared conflict of interest or is absent; thereafter the starting point for the taking of subsequent recorded votes

will move to the next eligible member in proximity order, provided however, that the Chair will always be the last person voting when a recorded vote is taken by means other than electronically. In such circumstances where another member is presiding over a meeting, the presiding officer will vote last.

35~~XX~~.0 RECONSIDERATION

35~~XX~~.1 Reconsideration – not in order – legally binding commitments

No motion to recommend reconsideration of a decided matter of Council shall be in order when the original motion has been implemented resulting in a legally binding commitment that is in place on the date that a motion to reconsider is to be debated.

35~~XX~~.24 Reconsideration – decided matter of Council – introduction

A motion to recommend ~~r~~reconsideration of a decided matter of Council must be made by a member who voted with the majority on the original motion.

35.3~~XX.5~~ Reconsideration – decided matter of Council – only once

No motion to recommend reconsideration a decided matter of Council shall be made more than once in the twelve month period from the date the matter was decided, unless a regular election has occurred following the decision.

35.4~~XX.6~~ Reconsideration – decided matter of Council – vote

A motion to recommend ~~reconsider~~reconsideration of a decided matter of Council shall require the approval of at least a majority of the standing committee members.

35.5~~XX.7~~ Affirmative vote – original matter – next business

If a motion to recommend reconsideration is decided in the affirmative at a standing committee meeting, then consideration of the original matter shall become the next order of business.

35.6~~XX.8~~ Debate – prohibited – statement of reason – permitted

No debate on a motion to recommend reconsideration of a decided matter shall be permitted; however the mover of a motion to recommend reconsideration may provide a brief and concise statement outlining the reasons for proposing such reconsideration.

35.7~~XX.9~~ Recommendation – reconsideration

Any recommendation for reconsideration of a decided matter of Council arising from a standing committee shall first include a recommendation for Council to reconsider the decided matter of Council and secondly, the recommended action for Council to take with respect to the matter under reconsideration.

35.8 Reconsideration – same standing committee – any time

A motion to reconsider a decided matter may introduced at any time when it is made at the same standing committee at which the original motion was decided.

35.9 Reconsideration – same standing committee – introduction

A motion to reconsider a decided matter at the same standing committee at which the original motion was decided must be made by a member who voted with the majority of the original motion.

35.10 Reconsideration – same standing committee – majority vote

A motion to recommend the reconsideration of a decided matter at the same standing committee meeting at which the original motion was decided shall only require the approval of the majority of the members present at that standing committee.

35.11 Affirmative vote – original matter – same standing committee – next business

If a motion to reconsider a decided matter at the same standing committee meeting is decided in the affirmative at a meeting, then consideration of the original matter shall become the next order of business.

35.12 Debate – prohibited – statement of reason – same standing committee – permitted

No debate on a motion to reconsider a decided matter at the same standing committee meeting shall be permitted; however the mover of a motion to reconsider may provide a brief and concise statement outlining the reasons for proposing such reconsideration.

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36~~XX~~.0 DELEGATIONS

36~~XX~~.1 Written request - to Clerk
Any person desiring to be heard by a standing committee shall submit a written request to the Clerk in accordance with the established submission deadline as set out in sections 27.10~~XX.XX~~ and~~-~~ 27.11~~XX.XX~~ of this by-law and the Clerk shall then direct the request to the appropriate committee.

36~~XX~~.2 Business - stated - matters - related to
Persons appearing before a standing committee shall confine their remarks to the business stated in their request.

36.3~~XX.3~~ Speaking – limited - 5 minutes
No delegation shall speak on a matter longer than a 5 minute period, without leave of a majority of the members present except as otherwise prescribed by applicable legislation.

36~~XX~~.4 Repetition - prevented - hearing declined - exception
In order to avoid repetition and to ensure an opportunity for the expression of different points of view but except as required by law, a standing committee may decline to hear any person who has an identifiable common interest or concern with any other person who has already appeared and spoken at the meeting of the committee.

36~~XX~~.5 Appearance - previous - limitation - new information
Except as required by law, any person appearing before a standing committee who has previously appeared before a standing committee on the same subject matter shall be limited to providing only new information in their second and subsequent appearances.

36~~XX~~.6 City Manager – Managing Directors or their designates - address
Notwithstanding the provisions of section 36.1~~XX.X~~ of this by-law, the City Manager and the Managing Directors or their designates shall be permitted to address a standing committee.~~ in accordance with section XX.X of this by-law.~~

36~~XX~~.7 City Manager - authority - provided
Notwithstanding the provisions of sections 36.1~~XX.X and XX.X~~ of this by-law, the City Manager shall be permitted to address a standing committee in accordance with the by-law which establishes the position of City Manager.

37~~15~~.0 PUBLIC AT STANDING COMMITTEE MEETINGS

37.1~~15.1~~ Public – Proper Decorum to Be Maintained At All Times
Members of the public in attendance at Council meetings shall conduct themselves with proper decorum at all times, in order to ensure a safe and respectful meeting environment.

37~~15~~.2 Public – Electronic Devices – Silenced
Members of the public in attendance at Council meetings shall ensure that all electronic devices are set to silent mode.

37~~15~~.3 Public – Disorderly Conduct
Any person who is not conducting themselves in a manner as set out in section 37.1~~15.1~~ or 37~~15~~.2 of this by-law shall be asked by the Chair to do so. If that person continues to conduct themselves in a manner contrary to section 37~~15~~.1 or section 37~~15~~.2 of this by-law, then that person shall be removed from the meeting.

37~~15~~.4 Public – Immediate Removal
Notwithstanding section ~~1~~37~~5~~.3 of this by-law, in the event a member of the public is conducting themselves in a manner which poses a threat to the personal safety of themselves or others in attendance at the meeting, they shall be removed from the meeting, without warning.

37~~15~~.5 Suspension of meeting – order restored
The Chair may unilaterally suspend the meeting until order is restored in the meeting.

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38.0~~XX.X~~ STANDING COMMITTEE – IN CAMERA

38~~XX~~.1 Chair – in camera - presides
Whenever a majority of the members present decide that a standing committee should convene in camera, the Chair shall continue to preside and maintain order during the in camera portion of the Council meeting.

38~~XX~~.2 Vice Chair – in camera - where Chair absent
In the absence of the Chair, the Vice Chair shall preside and maintain order during the in camera portion of the standing committee meeting.

38~~XX~~.3 Chair – appointed – where Chair and Vice Chair absent
In the absence of the Chair and Vice Chair, the member elected to preside in their absence shall preside and maintain order during the in camera portion of the standing committee meeting.

38~~XX~~.4 Standing committee – in camera - matters
The standing committee shall consider, in camera, all matters contained in the in Confidential Appendix to the Agenda, unless otherwise decided by a majority vote of the members.

38~~XX~~.5 Meeting - in closed session - decided by majority vote
Any part of a standing committee meeting may be held in closed session if the standing committee so decides by a majority vote of the members present to consider matters in accordance with sections 5.2, 5.3 and 5.4~~ XX.X to XX.X~~ of this by-law.

38~~XX~~.6 Motion to rise and report - non-debatable
A motion shall be made during the in camera session of standing committee to rise and report in public session of the standing committee and shall be decided without debate.

38~~XX~~.7 Report - proceedings - immediate
The proceedings of the in camera portion of a standing committee meeting, shall be reported by the Vice Chair, or in the absence of the Vice Chair a member selected by the Chair, to present the report of the in camera session of the standing committee in public session of the standing committee.

38~~XX~~.8 Report - recommendations - adopted - confirmed
The report and recommendations of the standing committee referred to in section 38~~XX~~.7 of this by-law shall be presented to the Council for consideration in a confidential appendix to the report of the standing committee.

38~~XX~~.9 Adjournment ~~-~~ – 11:00 PM - extension - requirements
No in camera session of a standing committee shall extend beyond 11:00 PM unless otherwise decided before that hour by a two-thirds vote of the members present at the meeting.

39~~16~~.0 DEFERRED MATTERS/ADDITIONAL BUSINESS

39~~16~~.1 Deferred Matters/Additional Business – defined

Items to be dealt with under deferred matters/additional business shall include those matters contained in the deferred matters list of the standing committee and any other business of an emergent nature that must be dealt with before the next regular meeting of the standing committee.

~~**24.14 Meeting - in closed session - majority vote - required**~~
~~Any standing committee meeting, or any part thereof, may be held in closed session if the committee so decides by a majority vote of the members present to consider matters in accordance with sections 5.1 to 5.8 of this by-law.~~

~~**24.25 Public hearing - motions - postponed - until all heard**~~
~~Where members of the public are to be heard on a matter by a standing committee, except for motions on procedural matters, no motion shall be made by a member of a standing committee until the public has been heard.~~

~~**24.26 Public participation - prohibited - after motion**~~
~~No further public participation shall be allowed after a motion has been duly made to close the~~

public participation.

PART 56 – SPECIAL COMMITTEES

Part 25
SPECIAL COMMITTEES

40.1XX25.1 Appointment - by Council - consideration - report
A special committee may be appointed by the Council to consider and report on a specific subject, project or undertaking.

40XX25.2 Work - completed - committee - dissolved
When a special committee has completed its work and made its report to the Council, the committee shall be deemed to be dissolved.

Part 26
DISCLOSURES OF PECUNIARY INTEREST

26.1 Pecuniary interest - disclosure - requirements
If a member has any pecuniary interest, direct or indirect, in any matter in which the Council is concerned and if he/she is present at a meeting at which the said matter is the subject of consideration, then he/she shall disclose his/her interest at Stage II, as identified in section 7.1 of this by-law, and he/she shall recuse themselves and not take part in the consideration or discussion of the said matter nor shall he/she vote on any motion in regard to the said matter.

26.2 Non-compliance - by member - validity not affected
The failure of one or more members to comply with section 26.1 of this by-law shall not affect the validity of the meeting in regard to the said matter.

26.3 Disclosure - by majority - quorum - requirement
Notwithstanding the provisions of section 8.1 of this by-law, when a majority of the members has disclosed an interest in accordance with section 26.1 of this by-law and the *Municipal Conflict of Interest Act*, as may be amended from time to time, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two.

Part 27
CONFIRMING BY-LAW

27.1 Proceedings - all matters
The proceedings at every regular and special meeting may be confirmed by one or more by-laws so that every decision of the Council at that meeting and every resolution passed thereat shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted.

27.2 Non-amendable - non-debatable
Notwithstanding the provisions of section 21.6 of this by-law, confirming by-laws shall not be amendable or debatable.

Part 28
REPEAL - ENACTMENT - AMENDMENT

PART 6 – REPEAL – ENACTMENT - AMENDMENT

4128.1 By-laws - previous
By-law A-451, as passed on October 3024, 20121 and all of its amendments are hereby repealed.

4128.2 Effective date
This by-law shall come into force and take effect on [DATE]December 1, 2012.

Passed in Open Council on [DATE]October 30, 2012.

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~~Joe Fontana~~Matt Brown
Mayor

Catharine Saunders
City Clerk

First Reading - ~~October 30, 2012~~[DATE]
Second Reading – [DATE]~~October 30, 2012~~
Third Reading ~~-~~ – [DATE]~~October 30, 2012~~

~~**Schedule "A" – Mandate – Committee of The Whole**~~

~~The Committee of the Whole may consider any matters falling within the purview of Council and in addition shall consider and report to the Council on the following:~~

~~Confidential reports from Standing Committees when held as part of the proceedings at a Council meeting.~~

~~Any other matters referred to it by the Council.~~

Schedule "A~~B~~" – Mandate – Civic Works Committee

The City Clerk shall direct the following general matters to the Civic Works Committee for consideration and report to the Council:

- Bicycle Master Plan
- Bridges and Overpasses
- Drainage and Flood Control
- Equipment acquisition and maintenance
- Parking – Assets and Maintenance
- Public Transit (Conventional & Specialized)
    - London Transit Commission
    - Alternate Modes (Rapid Transit, etc.)
- Roadways - Planning, Design and Maintenance
- Sewers
- Sidewalks – Planning, Design and Maintenance
- Snow Control
- Specialized Rail Services
- Street Lighting
- Tenders for infrastructure services projects approved as part of the annual budget
- Traffic Control
- Transportation Master Plan and Policies
- Utilities (Hydro, Gas, Telecommunications – Operational)
- Waste Management
    - Recycling and Composting
    - Garbage Collection and Disposal
- Wastewater
- Water Supply

Any other matters the City Clerk identifies as relevant to the jurisdiction of the Committee.

Schedule "B~~C~~" – Mandate – Community and Protective Services Committee

The City Clerk shall direct the following general matters to the Community and Protective Services Committee for consideration and report to the Council:

Animal Services

Emergency Services
- Emergency Management
- Emergency Medical Services (EMS)
- Fire Services
- Police Services

Community Services
- Childcare and Early Learning
- Culture (Advisory and Funding)
    - Art Gallery and Museum (Museum London)
    - Arts, Culture and Heritage Advisory and Funding
    - Library Services
- Dearness Services (unless otherwise within the jurisdiction of the Dearness Home Committee of Management)
- Housing and Homelessness

        - Homeless Support and Emergency Shelters
        - Social Housing
        - Affordable Housing
- Local School Board Liaison
- Middlesex London Health Unit
- Ontario Works
- Parks, Recreation and Neighbourhood Services
    - Aquatics
    - Arenas
    - Community Centres
    - Community Development/Strengthening Neighbourhoods
    - Community Gardens
    - Community Recreational and Leisure Programming
    - Golf
    - Parks and Recreation Master Plan
    - Parks Planning - Design and Development
    - Parks Property Management and Maintenance
    - Special Events Coordination
    - Sports Services
    - Storybook Gardens

Public Safety

- By-laws
- Downtown Surveillance Cameras
- Licensing
- Enforcement (Parking, noise, property standards, etc.)

Any other matters the City Clerk identifies as relevant to the jurisdiction of the Committee.

Schedule "CD" – Mandate – Corporate Services Committee

The City Clerk shall direct the following general matters to the Corporate Services Committee for consideration and report to the Council:

- AODA (Compliance and Annual Plan)
- Appointments to/resignations from Advisory Committees after the initial appointments at the commencement of a Council term
- Asset Management (Facilities Maintenance and Operations)
- Civic Protocol and Recognitions
- Corporate Communications
- Corporate Information and Archive Management
- Corporate Management
- Corporate Security & Downtown Surveillance Cameras
- Council Support Services
- Customer Service (Corporate Plans and Policies)
- Finance
    - Annual Development Charges Reporting
    - Assessment
    - Banking
    - Community Grants
    - Debenture Issuance
    - Financial Monitoring and Performance
    - Reserve Funds – Establishment and Reporting
    - Taxation
- Human Resources
    - Benefits and Compensation
    - Corporate Training
    - Employment Policies
    - Health and Safety
    - Labour Relations
    - Recruitment
- Human Rights
- Information Technology
- Intergovernmental and Community Liaison
- Legal Services (except reporting matters directly related to the jurisdiction of another standing committee)
- Legislative Services

- Major Public Facilities
  - ❖ Budweiser Gardens (formerly John Labatt Centre)
  - ❖ Covent Garden Market
  - ❖ Centennial Hall
  - ❖ Eldon House
  - ❖ Grand Theatre
  - ❖ Western Fair
- Municipal Elections
- Payroll
- Purchasing (excluding tender/contract awards for matters falling within the jurisdiction of another standing committee)
- Realty Services
- Risk Management

Any other matters the City Clerk identifies as relevant to the jurisdiction of the Committee.

Schedule "DE" – Mandate – Planning & Environment Committee

The City Clerk shall direct the following general matters to the Planning & Development Services Committee for consideration and report to the Council:

- Area Plans
- Building Approvals
- Business Improvement Areas (BIA)
- Community Planning and Community Improvement Plans
- Condominium Approvals
- Conservation Authorities
- Development Approvals
- Environmental Assessments (related to development)
- Five-Year Official Plan Review
- Growth Management
- Heritage – Built
- Land Use Planning
- Natural Heritage (Environmentally Significant Areas)
- Official Plan
- Planning Approvals
- Secondary Area Plans
- Site Plans
- Subdivision Approvals
- Urban Design
- Urban Forestry
- Zoning

Any other matters related to the *Planning Act, Ontario Heritage Act* and *Municipal Act,* 2001 and other legislation applicable to planning and development and/or other matters the City Clerk identifies as relevant to the jurisdiction of the Committee.

Schedule "EF" – Mandate – Strategic Priorities and Policy Committee

Strategic Initiatives:

- Asset Management Plan (Policies and Procedures)
- Corporations with Share Capital (London Hydro and London-Middlesex Housing Corporation)
  - ❖ Annual General Meetings
  - ❖ Board of Directors Compensation
  - ❖ Dividends
  - ❖ Shareholder Resolutions
- Council's Strategic Plan
- Development Charges (Policy and By-law)
- Governance
  - ❖ Appointment/Resignation of Members of Standing Committees, Special Committees, Boards, Commissions and Outside Agencies
  - ❖ Boundary Adjustments (annexations and amalgamations)
  - ❖ Citizen Appointments to Advisory Committees (at the commencement of a new Council term)
  - ❖ Council Conduct

- Governance Model
- Major Corporate Initiatives (e.g. Citizen Engagement, Service London, etc.)

Budget:

- Annual Operating and Capital Budgets
- Long-Term Financial Plans and Policies

- Economic Strategies, Initiatives and Emerging Issues
  - Business Retention and Development
  - Governmental Liaison Related to Economic Development Matters
  - Industrial Land Strategy
  - Investment Strategy
  - Labour Force Retention and Development
  - London Convention Centre Corporation (Conventions, Meetings and Events)
  - London Economic Development Corporation
  - Southwest Economic Alliance (SWEA)
  - Tourism London (Tourism and Sports Attraction)
  - Culture Plan
  - London Arts Council

Any other matters the City Clerk identifies as relevant to the jurisdiction of the Committee or referred to it by the Municipal Council.