

<b>TO:</b>	<b>CHAIR AND MEMBERS FINANCE AND ADMINISTRATION COMMITTEE MEETING ON OCTOBER 19, 2011</b>
<b>FROM:</b>	<b>CATHY SAUNDERS CITY CLERK</b>
<b>SUBJECT:</b>	<b>REPEAL AND REPLACEMENT OF BY-LAW NO. A-38 COUNCIL PROCEDURE BY-LAW</b>

<b>RECOMMENDATION</b>
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That, on the recommendation of the City Clerk, the following actions be taken with respect to the Council Procedure By-law:

- (a) the attached proposed by-law (Appendix "A") **BE INTRODUCED** at the Municipal Council meeting on October 24, 2011 for the purpose of amending By-law No. A-38, the Council Procedure By-law, to change references to the title of Chief Administrative Officer to City Manager;
- (b) the attached proposed by-law (Appendix "B") **BE INTRODUCED** at the Municipal Council meeting on October 24, 2011 for the purpose of repealing and replacing By-law No. A-38, the Council Procedure By-law, with a new Council Procedure By-law to take effect on December 1, 2011, to:
  - (i) incorporate the new standing committee structure;
  - (ii) reflect the introduction of electronic agendas;
  - (iii) reflect the introduction of electronic voting;
  - (iv) extend the time for the holding of a Council meeting that has been postponed for emergency situations from 3 days to 7 days.

<b>PREVIOUS REPORTS PERTINENT TO THIS MATTER</b>
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Agenda Item #18 Finance and Administration Committee – July 20, 2011

<b>BACKGROUND</b>
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Municipal Council, at its meeting held on July 25, 2011 adopted the recommendations of the Governance Working Group with respect to the implementation of a new governance model. The key foundation piece to implement the recommendations is the enactment of a new Council Procedure By-law. Attached as Appendix "B" is a new Council Procedure By-law being brought forward for enactment at the October 24, 2011, Council meeting, with an effective date concurrent with the standing committee appointments of December 1, 2011.

The following is a brief summary of the proposed changes:

- (a) provision for the circulation of agendas in print and/or electronic formats;
- (b) provision for electronic voting;
- (c) extension to the time for the holding of a Council meeting that has been postponed for emergency situations from 3 days to 7 days; and
- (d) changes to reflect the new governance model in section 1.1 and in the schedules which identify the jurisdictions of the new standing committees.

In addition, as a result of the recent amendment to the Civic Administration By-law to change the title of "Chief Administrative Officer" to "City Manager", an amendment to the Council Procedure By-law, to come into effect upon enactment of Council to implement this change, is contained in the attached Appendix "A" to this report

<b>RECOMMENDED BY:</b>
<b>CATHY SAUNDERS CITY CLERK</b>

APPENDIX "A"

Bill No.  
2011

By-law No. A-

A by-law to amend By-law A-38 entitled, "A By-law to provide the Rules of Order and Procedure for the Council of The Corporation of the City of London" to change references to the title of "Chief Administrative Officer" to "City Manager".

WHEREAS the Council of The Corporation of the City of London wishes to amend By-law A-38 entitled "A By-law to provide the Rules of Order and Procedure for the Council of The Corporation of the City of London";

AND WHEREAS section 5(3) of the *Municipal Act, 2001*, as amended, provides that a municipal power shall be exercised by by-law;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. The Council Procedure By-law, being By-law No. A-38, is hereby amended as follows:
  - (i) by deleting the term "Chief Administrative Officer" contained throughout the by-law and replacing it with the term "City Manager".
2. This by-law comes into force and effect on October 24, 2011.

PASSED in Open Council on October 24, 2011.

Joe Fontana  
Mayor

Catharine Saunders  
City Clerk

First Reading – October 24, 2011  
Second Reading – October 24, 2011  
Third Reading – October 24, 2011