



Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10015

The Council of the City of Richmond enacts as follows:

1. Council Procedure Bylaw No. 7560, as amended, is further amended at subsection 3.2.1 and 3.2.2 by deleting subsection 3.2.1 and 3.2.2 and replacing it with the following:

“3.2.1 All reports, including those submitted by a **member**, for the agenda of:

- (a) a **Regular Council Meeting**;
- (b) a **Regular Council Meeting for Public Hearings**;
- (c) a **Regular (Closed) Council Meeting**; or
- (d) a **Standing Committee or Select Committee** meeting,

must be provided to the **City Clerk** by 5:00 p.m. on the Wednesday prior to the issuance of the relevant agenda, except when a holiday falls on the Friday immediately before the issuance of the relevant agenda, in which case such reports must be provided by 5:00 p.m. on the Tuesday prior to the issuance of the relevant agenda.

- 3.2.2 Notwithstanding the requirements of subsection 3.2.1, the **City Clerk** has the discretion, where practical, to include on an agenda or supplemental agenda for a meeting noted in subsection 3.2.1, a matter or report which is not provided by the time and date specified.”

2. Council Procedure Bylaw No. 7560, as amended, is further amended at Section 3.3 by deleting Section 3.3 and replacing it with the following:

“3.3 Availability of Council and Committee Meeting Agendas

3.3.1 The agendas of meetings must be made available to Council members and to the public as follows:

- (a) **Regular Council Meetings** – at least five business days preceding each such meeting;
- (b) **Regular Council Meeting for Public Hearings** – at least five business days preceding each such meeting;
- (c) **Standing Committee Meetings or Select Committee Meetings** – at least five business days preceding each such meeting; and

(d) **Special Council Meetings** – at least five business days preceding each such meeting, if possible, or in accordance with the *Community Charter*.

3.3.2 Supplemental agendas to the agendas noted in subsection 3.3.1 must be made available to **Council members** and to the public as soon as practical.”

2. Council Procedure Bylaw No. 7560, as amended, is further amended at subsection 14.2.1 by deleting subsection 14.2.1 and replacing it with the following:

“14.2.1 A person or organization wishing to address a **standing committee** or a **select committee** as a delegation on an item which is not on an agenda of that committee meeting must advise the committee chair or the **City Clerk** of their request in accordance with the requirements for reports specified in section 3.2.1.

3. This Bylaw is cited as “**Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10015**”.

FIRST READING

APR 08 2019

SECOND READING

APR 08 2019

THIRD READING

APR 08 2019

PUBLIC NOTICE GIVEN

APR 18 2019 APR 25 2019

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>DW</i>
APPROVED for legality by Solicitor <i>AC</i>

MAYOR

CORPORATE OFFICER