

THE CORPORATION OF THE CITY OF ELLIOT LAKE

***B*Y-LAW NO. 22-20**

Being a by-law to amend By-law No. 16-6, regulating the proceedings of the Municipal Council of the Corporation of the City of Elliot Lake and its committees.

The Council of the Corporation of the City of Elliot Lake hereby ENACTS AS FOLLOWS:

THAT Council's Procedure By-law No. 16-6, as amended, is hereby further amended as follows:

Under Part III – **RULES OF ORDER AND DEBATE** Item 37. Order of Business

Remove and Replace with:

ORDER OF BUSINESS

37. The Clerk will prepare an Agenda for regular meetings of Council and the business of Council shall be taken up in the order in which it appears on the Agenda, under the following headings:
- a) Call to Order;
 - b) Roll Call;
 - c) Declarations of Conflict of Interest;
 - d) Adoption of Previous Minutes;
 - e) Public Input Session (22-20)
 - f) Public Presentations;
 - g) Introduction and Consideration of Corporate Reports;
 - h) Presentation of Committee Reports;
 - i) Outside Board and Committee Reporting (17-59)
 - j) Unfinished Business;

- k) Petitions;
- l) Correspondence;
- m) Notices of Motion;
- n) Council Reports and Announcements;
- o) Addendum;
- p) Introduction and Consideration of By-laws; (19-63)
- q) Closed Session (if applicable);
- r) Confirmatory By-Law (19-63)
- s) Adjournment

Under Part III – **RULES OF ORDER AND DEBATE** Item 47. Public Question Period

Remove and Replace with:

PUBLIC INPUT SESSION

- 1) Public Input Session will take place for 15 minutes at each meeting.
- 2) You must register to speak through the Clerk’s office no later than noon on the day of the Council meeting.
- 3) No more than five persons in attendance may speak for no more than 2 minutes each and shall be restricted to comments pertaining to subjects that appear on the agenda for that specific Council meeting.
- 4) Registered Speakers must adhere to the Public Decorum at Meetings, specifically Items 29 – 36 of the Procedural By-law
- 5) During electronic meetings, registered speakers will be provided the zoom link to the meeting to present their input.
- 6) All speakers will keep their cameras and microphones off until called upon by the Mayor to speak. Once done you will sign out of the meeting or you will be signed out by administration.
- 7) Should you not be able to attend in person (or electronically during an electronic meeting), written submissions may be provided to the Clerk’s office via email, or dropped off at City Hall by the deadline and the submission will be read into the record. Written submissions must not take more than 2 minutes to read.
- 8) despite subsection (3), a motion passed by a majority of the Council Members present may extend the length of time allotted to the Public Input Session at any meeting.

Under PART II- **COUNCIL MEETINGS**, 12.1 Meetings During a Declared Emergency Sub Section Electronic Meetings be amended as follows;

Remove:

An Electronic Meeting shall not permit public delegations, except by way of an electronic submission received in advance of the meeting, which shall be submitted to the City Clerk as per Section 41 **REQUESTS FOR PRESENTATIONS AND DELEGATIONS** of Council's Procedure By-law. Presentations and Delegations will be limited to time-sensitive matters only. The presentation and/or delegation will be read out by the Chair.

An Electronic Meeting shall not permit for Public Question Period, except by way of an electronic submission received in advance of the meeting, which shall be submitted to the City Clerk by 12:00 pm on the day of the meeting.

Submissions shall:

- a. State their name for the record
- b. Identify the specific agenda item(s) being questioned. (during Electronic Meetings, questions may be asked on the current or the previous meeting's agenda.)
- c. Succinctly state the question – ensure your statement will not take longer than five minutes to read. Questions that are longer than 1 page will be read at the discretion of the Clerk.
- d. If your question is received and complies with these conditions, your name will and question will be read by the Clerk at the meeting and will form part of the public record.
- e. If your question duplicates other questions received, or does not relate to an item on the meeting's agenda, it may not be read.

Questions will be read out by the City Clerk and answered by the Chair and/or Council members and/or City Staff when appropriate.

PASSED this 28th day of March , 2022

MAYOR

CITY CLERK