

AMENDMENT NO. A – 3
TO
BY-LAW 16-03
A PROCEDURAL BY-LAW FOR THE ORGANIZATION AND
OPERATION OF THE COUNCIL OF THE TOWN OF SAINT ANDREWS

BE IT ENACTED by the Council of the Town of Saint Andrews that By-Law 16-03, A Procedural By-Law for the Organization and Operation of the Council of the Town of Saint Andrews, is hereby amended as follows:

Section 1: Authority

- 1.1 Change from *Municipalities Act* to the *Local Governance Act*.

Section 5: Deputy Mayor

- 5.1 Council shall, at the first meeting of and at any subsequent time the position of Deputy Mayor is vacant, elect a Councillor as Deputy Mayor for the term of Council.
 - 5.1.1 At the first meeting of Council, the Councillor with the most votes from the Municipal Election shall be appointed as Deputy Mayor.
 - 5.1.2 If the Councillor with the most votes for, the Municipal Election does not want to be appointed Deputy Mayor or at a later time in the term wishes to resign from the Deputy Mayor role, all other Councillors may nominate or self-nominate for the position of Deputy Mayor.
 - 5.1.3 A majority vote of the whole Council will determine the new appointed Deputy Mayor.
- 5.2 Any Councillor may refuse to be nominated as Deputy Mayor.
- 5.3 Council may with a 2/3 majority vote of the whole Council remove the Deputy Mayor.

Section 6: Regular Meetings

- 6.1 The Council shall hold a Regular Meetings of Council on the 1st (first) and 3rd (third) Monday of each month in the Council Chambers at 6:30 p.m. unless such day be a public holiday, in which case the meeting shall be held:
 - 6.1.1 The subsequent business day from the scheduled Regular Meeting.
 - 6.1.2. A day determined by motion passed by an affirmative vote of at least two thirds of the members present at the meeting to which the motion is put.
- 6.3. For the month of January, the 1st (first) official Regular Meeting of Council will take place on the third Monday of the month, as the first Monday of January is a marked holiday.

Section 7: Special Meetings

- 7.3 A Special Meeting will be held in the Council Chambers at 6:30 p.m. unless otherwise specified on the agenda or determined by motion passed by an affirmative vote of at least two thirds of the members at the meeting to which the motion is put.

Section 14: Mayor's Duties

- 14.4.12 The Mayor has the right to provide missing or educational information to ensure accuracy and context to the debate by Council.

Section 15: Regular Meetings

- 15.1.1.2 Land recognition of the Peskotomuhkati Nation.
- 15.1.2 The agenda will be set by the Mayor and Clerk with feedback from the Chairs of the Committee Portfolios at least 5 business days prior to any Regular Meeting of Council.

Section 15.2: Special Meetings

- 15.2.1.2 Land recognition of the Peskotomuhkati Nation.

Section 17: Changes to the Agenda

- 17.1 Removal of the Committee Meeting and change from the unanimous consent of Council to two-thirds of Council.
 - 17.1 will now read: Nay changes to the agenda for special meetings may only be made with two-thirds consent of Councillors present at the meeting.

Section 20: Presentations

- 20.5 Individuals, groups or organizations desiring to address Council must notify the Clerk, in writing, and provide a copy of the presentation no later than 5 days prior to any regular or special meeting of Council.

Section 23: By-Laws

- 23.4 That the Town of Saint Andrews will host a Public Hearing of Objections to any By-Law being motioned for approval. The Public Hearing of Objections can happen either between First and Second Reading or Second and Third Reading.
- 23.5 There can be two readings of a By-Law at any Regular or Special meeting of Council if no objections at the Public Hearing.

Section 24: Motion

- 24.8 Change Postponing a motion to Motion to Table.

Section 28: Mayor Entering Debate

- 28.1 If the Mayor wishes to participate in debate, the Mayor must get consensus of Council to allow entry into debate while remaining Chair. The Mayor will only vote in the event of a tie. If Council does not provide consensus, then the Mayor can only enter debate by stepping down as Chair in favour of the Deputy Mayor or designated Chair if the Deputy Mayor is unavailable. If the Deputy Mayor declines the chair the meeting and no other member wishes to assume the Chair, then the Mayor may not participate in the debate and must remain as the Chair to preside over the meeting in an impartial, objective manner.
- 28.4. The Mayor has the right to provide missing or educational information to ensure accuracy and context to the debate by Council.

Section 34: Council Committee

- Remove this section and replace with
- 34.1 Members of Council will meet with Senior Staff and the Mayor on their designated portfolio the second Monday of each month. This will provide Councillors the opportunity to review items in their portfolio and address other items they would like to bring forward to Council.

Section 36: Town Clerk

- 36.1 Change Municipalities Act to Local Governance Act.

Section: Schedule A Standing Sub-Committees

- 1.3.1 Planning and Economic Development

- 1.3.1.4 Planning Advisory Committee
- 1.4.1 Public Works
 - 1.4.1.5 Asset Management
 - 1.4.1.6 Environmental Advisory Committee

Read the First Time: on this the 8th day of November 2021

Read the Second Time: on this the 6th day of December 2021

Read the Third Time and Enacted: on this the _____ day of _____, 20____

Brad Henderson, Mayor

Paul Nopper, Clerk – Senior
Administrator