

**CITY OF PRINCE GEORGE**  
**BYLAW NO. 9108, 2020**

**A Bylaw of the City of Prince George to amend the City of Prince George Council Procedures Bylaw No. 8388, 2011.**

**WHEREAS** City of Prince George Council Procedures Bylaw No. 8388, 2011, has been adopted to establish the general procedures to be followed by Council and Council committees in conducting their business;

**AND WHEREAS** Council deems it desirable to amend City of Prince George Council Procedures Bylaw No. 8388, 2011;

**AND WHEREAS** pursuant to Sections 124 and 94 of the *Community Charter*, notice of intention to adopt this bylaw has been published once a week for two consecutive weeks in a newspaper circulating in the municipality.

**NOW THEREFORE** the Council of the City of Prince George, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. That "City of Prince George Council Procedures Bylaw No. 8388, 2011" is hereby amended as follows:

1.1 that Part Two – "Mayor and Members of Council", Section 7: "Appointments to the Regional District of Fraser-Fort George Board", subsection (5) be deleted in its entirety and replaced with the following:

"One Councillor may be appointed as a floating primary alternate municipal director, to act in the place of any absent municipal director. If more than three Councillors are nominated under subsection (2), then the Councillor receiving the fourth highest number of votes by ballot under subsection (3) shall be appointed by Council resolution as the floating primary alternate. Each of the remaining four Councillors may be appointed as a secondary alternate to all of the four municipal directors, to act in the place of a municipal director if the primary floating alternate municipal director is absent, or if more than one municipal director is absent."

1.2 that Part Four – "Council Proceedings", Section 21: "Order of Proceedings and Business", subsection (1) be deleted in its entirety and replaced with the following:

"(1) The agenda for regular Council meetings scheduled to begin at 6:00 p.m. shall contain the following matters where there are items pertaining to them, and in the order in which they are listed below:

- Adoption of Agenda
- Minutes
- Delegations – Requests to Address Council
- Consent Agenda – Reports for Information Only
- Reports
- Final Reading and Adoption of Bylaws not included with Reports
- Notices of Motion
- Correspondence

- Hearings – Commencing at 7:00 p.m.
  - Development Permit / Development Variance Permit Hearings
  - Statutory Public Hearings and Third Reading of Bylaws where applicable after each Hearing
  - Other Hearings as required.
- Adjournment”

- 1.3 that Part Four – “Council Proceedings”, Section 21: “Order of Procedures and Business”, subsection (5) be deleted in its entirety and replaced with the following:

“Whenever practicable, the Corporate Officer shall make an electronic agenda available to the members of Council and the public on the Wednesday evening preceding the next Monday regular meeting and on the Friday evening preceding the next Wednesday regular meeting.”

- 1.4 that Part One – “Introduction”, Section 2: “Definitions”, the definition “Corporate Officer” be deleted in its entirety and replaced with the following:

““Corporate Officer” means the General Manager of Administrative Services, whose powers, duties and functions are set out under the “City of Prince George Officer Positions and Delegation of Authority Bylaw No. 8340, 2011”, and section 148 of the *Community Charter*.”

- 1.5 that Part Three – “Council Meetings”, Section 8: “Inaugural Meeting” – subsection (8) be amended by deleting the word “December” and replacing it with the word “November”.

- 1.6 that Part Three – “Council Meetings”, Section 9: “Notice of Special Meetings” – subsection (1)(c) be deleted in its entirety and replaced with the following:

“sending one electronic copy of the notice for each Council member via email”.

- 1.7 that Part Three – “Council Meetings”, Section 14: “Electronic Participation by Members”, subsection (2)(a) be amended by deleting “72 hours” and replacing it with “24 hours”.

- 1.8 that Part Four – “Council Procedures”, Section 22: “Delegations to Council”, subsection (4) be amended by deleting “Corporate Officer” and replacing it with “City Manager” throughout, and by inserting the word “instead” immediately before the word “refer”.

- 1.9 that Part Four – “Council Procedures”, Section 22: “Delegations to Council”, subsection (7)(a) be deleted in its entirety and replaced it with the following:

“a bylaw or other matter in respect of which a public hearing will be held;”

- 1.10 that Part Two – “Mayor and Members of Council”, Section 7: “Appointments to the Regional District of Fraser Fort George Board”, subsection (4) be amended by removing “section 786 of the *Local Government Act*” and replacing it with “section 200 of the *Local Government Act*”.

- 1.11 that Part Three – “Council Meetings”, Section 14: “Electronic Participation by Members”, subsection (7)(a) be amended by replacing “section 890 of the *Local Government Act*” to “Part 14 – Division 3 of the *Local Government Act*”.
  - 1.12 that Part Three – “Council Meetings”, Section 14: “Electronic Participation by Members”, subsection (7)(b) be amended by replacing “Part 27 of the *Local Government Act*” to “Part 15 of the *Local Government Act*.”
  - 1.13 that Part Four – “Council Procedures”, Section 22: “Delegations to Council”, subsection (7)(f) be amended by replacing “Part 20 of the *Local Government Act*” with “Section 60 of the *Community Charter*”;
  - 1.14 that Part Five – “Bylaws”, Section 38: “Reading and Adopting Bylaws”, subsection (6) be amended by replacing “section 890(9) of the *Local Government Act*” with “sections 548(5), 477(6) and 480 of the *Local Government Act*”.
2. That the Mayor and Corporate Officer are hereby empowered to do all things necessary to give effect to this Bylaw.
  3. That this Bylaw may be cited for all purposes as the "City of Prince George Council Procedures Bylaw No. 8388, 2011, Amendment Bylaw No. 9108, 2020".

READ A FIRST TIME THIS DAY OF , 2020.

READ A SECOND TIME THIS DAY OF , 2020.

READ A THIRD TIME THIS DAY OF , 2020.

All three readings passed by a decision of Members of City Council present and eligible to vote.

ADOPTED THIS DAY OF 2020,

BY A DECISION OF ALL MEMBERS OF CITY COUNCIL PRESENT AND ELIGIBLE TO VOTE

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MAYOR

\_\_\_\_\_  
CORPORATE OFFICER