

From: Jaylene Knight <Jaylene.Knight@cochrane.ca>
Subject: RE: [EXTERNAL] Seeking Clarity
Date: April 29, 2024 at 10:53:36 AM MDT
To: Ron Voss <Rvoss@lightspeed.ca>
Cc: CouncilDist <CouncilDist@cochrane.ca>

Good morning Mr Voss,

Further to your email below, I can speak to a couple of items, but please understand this is still a draft bylaw which has only been given 1st Reading and Council still has the ability to request amendments on items within the Bylaw that they would like revised. Should amendments be requested, that are supported by a majority vote at Council, those amendments will be completed and brought back before Council when the Bylaw receives 2nd and 3rd reading.

Although I appreciate you providing us the City of Edmonton's procedural bylaw, as noted by the Provincial government themselves in published documentation, every Municipality customizes their Procedural to work for their community as long as there is alignment with the MGA and although they may have similarities, they are not identical and are not required to be. The draft bylaw includes the Notice of Motion process as it has been operationalized by this Council over this last term. As Council members are in control of when a Notice of Motion comes forward, it would not be likely that it would be presented without their presence at the meeting. We work diligently with Council to provide assistance in getting the public facing reports how the Council member requests and placing those items on the agenda on the meeting date the Council members choose. You speak in your email about the Notice of Motion process Councillor Fedeyko requested from December, which we honored at her request, and was communicated to Council in advance, that process could continue to be utilized at Council's discretion. Council has the ability to waive certain provisions of their Procedural Bylaw with a vote, which depending on the final approved Bylaw's wording, we would ensure the recorded vote be captured in the Minutes of the meeting. Specific to Notice of Motions, a NOM report could appear on an agenda where no one puts the motion on the floor, in which case, it would be included in the next agenda for consideration. Again, this is at Council's discretion and should a member of Council be unexpectedly absent, they can certainly request that their item be removed from an agenda and brought forward at a future meeting. There is flexibility built into the Procedural that allows for all of these situations.

I also wanted to address the section that speaks to "no action being taken by Administration" on any Notice of Motion. This was included to provide clarity that Administration will not begin work on a Notice of Motion until Council has passed it. Work did not begin on the financial policies impacted by Councillor Wilson's Notice of Motion until Council had passed a resolution. It is simply to recognize that

Administrative time cannot be utilized until a vote has been undertaken and Council as a whole has provided direction to Administration to proceed.

Further to your last question a motion and a resolution, although similar, are not the same. A motion is the proposed action made during the meeting, which can have requested amendments via motion as well, while the resolution is the formal decision on that motion. You will note from the minutes of our meetings that there is a resolution number assigned to every vote Council takes based on Motions put on the floor. I will certainly review that section to ensure we have utilized the proper terminology for all sections to ensure greater clarity and I hope that clears that up for you.

Thank you

J

Jaylene Knight CLGM

Director, Legislative & Administrative Services