

## Attachment 5

*Council Procedure Bylaw No. 6910, 2004,*

*Amendment Bylaw No 8493, 2024*

**CORPORATION OF THE CITY OF NEW WESTMINSTER  
BYLAW NO. 8493, 2024**

[A Bylaw to amend Council Procedure Bylaw No. 6910, 2004]

The Council of The Corporation of the City of New Westminster in open meeting assembled ENACTS AS FOLLOWS:

**Citation**

1. This Bylaw may be cited for all purposes as “Council Procedure Bylaw No. 6910, 2004, Amendment Bylaw No. 8493, 2024.”

**Amendments**

2. Bylaw No. 6910, 2024, as amended, is further amended by:

- (1) Replacing all occurrences of “City Clerk” with “Corporate Officer.”

- (2) Adding the following definition under Section 2 after the definition for “Public Notice Posting Places”:

“Workshop” means a regular Council meeting for workshop.

- (3) Adding the section number “8” after the heading PART 3 – DESIGNATION OF MEMBER TO ACT IN PLACE OF MAYOR.

- (4) Deleting section 10 and replacing it with:

10. (1) As soon after the time specified for a Council meeting there is a quorum present, the Mayor, if present, must take the Chair and call the Council meeting to order. However, where the Mayor is absent, the Councillor designated as the member responsible for acting in place of the Mayor in accordance with Section 8 must take the Chair and call the meeting to order.

- (2) Notwithstanding section 10(1), as soon after the time specified for a Workshop meeting there is a quorum present, the Councillor designated as the member responsible for acting in place of the Mayor in accordance with Section 8 must take the Chair and call the Workshop meeting to order.

- (5) Deleting Section 12 (2) and replacing it with:

- (2) The Corporate Officer must make the agenda available to the members of Council at least two Fridays prior to the meeting.

(6) Deleting Section 13 (1) in its entirety and replacing it with:

13. (1) The agenda for all regular Council meetings may contain the following matters in the order listed below:
  - a. CALL TO ORDER
  - b. AGENDA ADDITIONS & DELETIONS
  - c. UNFINISHED BUSINESS
  - d. BYLAWS CONSIDERED AT PUBLIC HEARING
  - e. PRESENTATIONS & DELEGATIONS
  - f. CONSENT AGENDA
  - g. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT AGENDA
  - h. NOTICE OF MOTION
  - i. BYLAWS FOR ADOPTION
  - j. PUBLIC ANNOUNCEMENTS
  - k. NEW BUSINESS
  - l. ADJOURNMENT

(7) Deleting Section 13. (3) and replacing it with:

- (3) If there are no items for agenda headings (c) to (i), they will not be included on the agenda for that meeting.

(8) Adding Section 13. (4) as follows:

- (4) The Corporate Officer may vary the order of agenda items to facilitate the effective conduct of a meeting.

(9) Deleting Section 15. (1) (a) and replacing it with:

15. (1) (a) Speakers and Presentations will be heard starting at 6:00 p.m. and ending no later than 7:30 p.m. at Regular Council Meetings.

(10) Deleting Section 24. (2).

(11) In Section 24. (3), replacing "Subsection (2)" with "Subsection (1)."

(12) Adding Section 26 (6), (7) and (8) as follows:

- (6) A proposed bylaw may be given first, second and third readings in one motion, unless a member requests each reading be considered separately.
- (7) Section 26(6) does not apply to a bylaw for which a Public Hearing is required.

- (8) Any number of bylaws may be combined for the purposes of:
  - (a) introduction or readings, or both; or
  - (b) adoption,  
in one motion.

**Effective Date**

3. This Bylaw is effective January 1, 2025.

GIVEN FIRST READING THIS \_\_\_\_\_ day of \_\_\_\_\_ 2024.

GIVEN SECOND READING THIS \_\_\_\_\_ day of \_\_\_\_\_ 2024.

GIVEN THIRD READING THIS \_\_\_\_\_ day of \_\_\_\_\_ 2024.

PUBLIC NOTICE GIVEN THIS \_\_\_\_\_ day of \_\_\_\_\_ 2024 and  
\_\_\_\_\_ day of \_\_\_\_\_ 2024.

ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
MAYOR PATRICK JOHNSTONE

\_\_\_\_\_  
HANIEH BERG, CORPORATE OFFICER