

## NEWS RELEASE

Distributed April 21, 2015

### **Council votes to amend Procedure Bylaw**

*Amendment intended to provide additional time to review agenda packages*

#### **Summary**

During its April 20th meeting, Council voted to adopt the City of Nanaimo's Procedure Bylaw so as to introduce a series of updates and timelines which, once implemented, are intended to streamline processes supporting Council meetings. Key changes include:

- With a few exceptions, Council meetings will be held the first and third Monday of each month (previously meetings were held during the second and fourth week). Committee of the Whole meetings will be held the opposite Monday.
- The deadline to submit items for inclusion on a meeting agenda is 12 p.m. on the second Friday preceding the meeting; the agenda will be published and made available to the public by 4 p.m. on the Tuesday preceding the meeting.
- The deadline to submit a late item or appear as a delegation is 11 a.m. on the Friday preceding the meeting, with the addendum agenda made available by 4 p.m.

*Strategic Link:* Taking responsibility to be an excellent municipal government

#### **Key Points**

- Council procedure now allows for more time to review the agenda package before meetings.
- To appear before Council, delegation requests must be submitted by Friday at 11 a.m. the Friday preceding a meeting.

#### **Quotes**

"Allowing a greater opportunity to review agenda packages before meetings allows Council and the public to become better prepared to discuss City business."

Bill McKay  
Mayor  
City of Nanaimo

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