



AD HOC PROCEDURAL BY-LAW REVIEW COMMITTEE
AGENDA

January 30, 2025

5:00 pm

HYBRID MEETING (Committee Room/Zoom)

Pages

1. CALL TO ORDER
2. ROLL CALL
 - 2.1 Appointment of Chair
3. DECLARATIONS OF CONFLICTS OF INTEREST
4. ADOPTION OF PREVIOUS MINUTES
5. PUBLIC INPUT SESSION
6. PUBLIC PRESENTATIONS
7. REPORTS
 - 7.1 Presentation by Clerks on Call 1

Project Overview & Consultation Process

Presenters: Michelle Simbert and Michelle Casavecchia-Somers
8. UNFINISHED BUSINESS
9. NOTICES OF MOTION
10. ADDENDUM
11. CLOSED SESSION (if applicable)
12. ADJOURNMENT



Procedure By-law Review Committee - Council Procedure By-law Review

City of Elliott Lake

January 30, 2025

About Us

- Clerks on Call is a municipal management consulting team, offering a range of specialized municipal governance and administration services, including:
 - virtual and onsite facilitator-led training for Councils and Staff
 - community engagement
 - policy and by-law reviews
 - mentoring/coaching for municipal Clerks and CAOs

- Consultant Team:
 - Michelle Smibert
 - Michelle Casavecchia-Somers



Project Overview & Consultation Process

Project Overview

- Conduct a thorough review of Elliott Lake's existing procedure by-law and prepare of a new updated by-law based on best practices and taking into consideration Council, Staff, and Public feedback
- Presentation of the new Procedure By-law to Council including an overview of the importance of the procedure by-law and highlighting changes from the existing by-law
- Presentation will also include training for Council members in essential parliamentary procedures to support their understanding and use of the new procedure by-law

Consultation Process

Municipal Staff:

- to discuss the current by-law and to enable a better understanding of current practices as they relate to Elliott Lake Council and Committee meetings.

Public (via public survey that was undertaken by Staff):

- to obtain feedback from your residents regarding what they wish to see in the new procedure by-law

Consultation Process

Council Members (via Procedure By-law Review Committee):

- to obtain each Council member's experiences in using the current procedure by-law
- each Council member brings a unique perspective -- what works and what doesn't work for you

Questions to Consider -

Potential Changes to the Council Procedure By-law

Strengths?

1. What do you believe are the primary strengths of the current Council Procedure By-law?

Outdated?

2. Are there any provisions in the by-law that you feel are outdated or unnecessarily complex?

Challenges?

3. What challenges or inefficiencies have you experienced under the current by-law?

Public Participation?

4. Are the rules governing public participation during meetings sufficient? Should they be adjusted?

Support Debate?

5. How well do the current procedures support meaningful debate and discussion among council members??

Rules of Conduct?

6. Would you suggest any changes to the rules regarding member conduct and decorum?

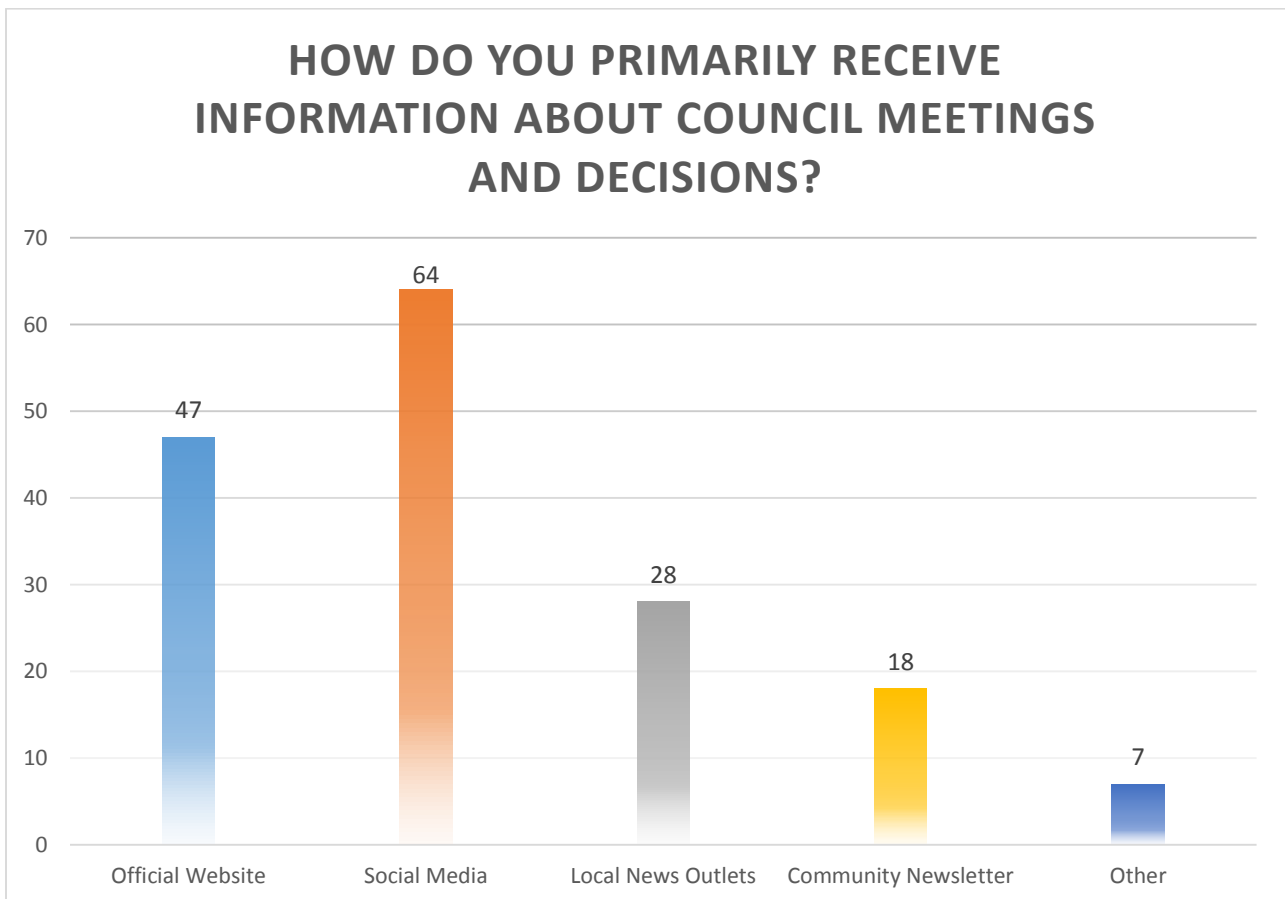
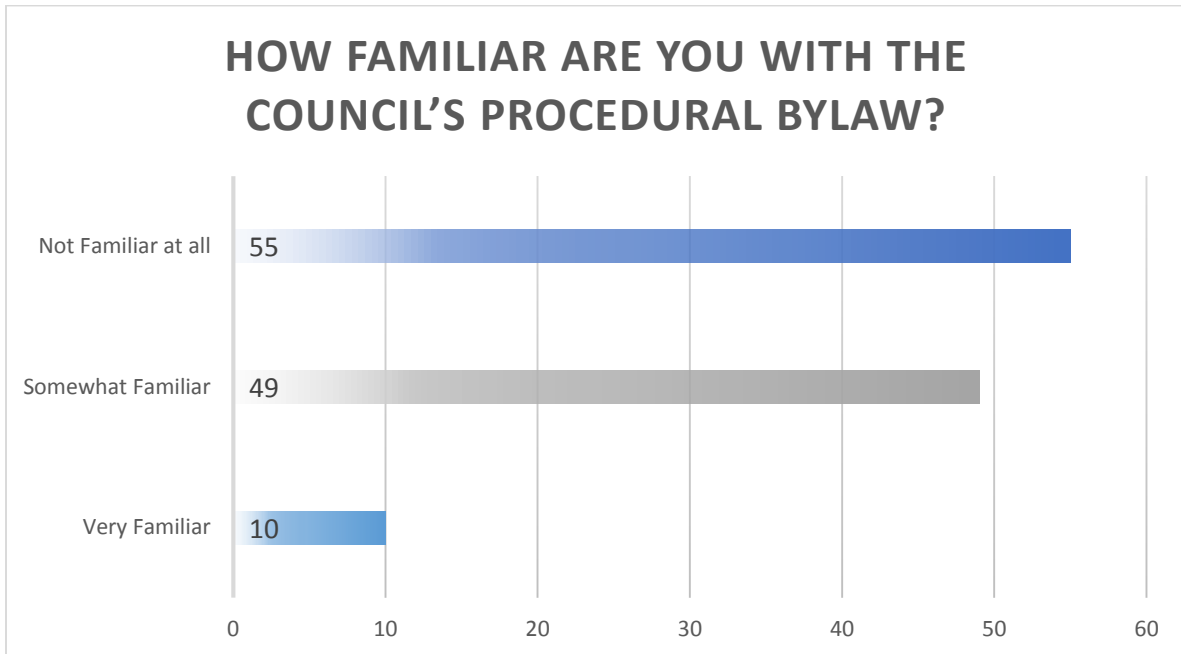
Anything Else?

7. Is there anything else you'd like to see added to or removed from the Council Procedure By-law?

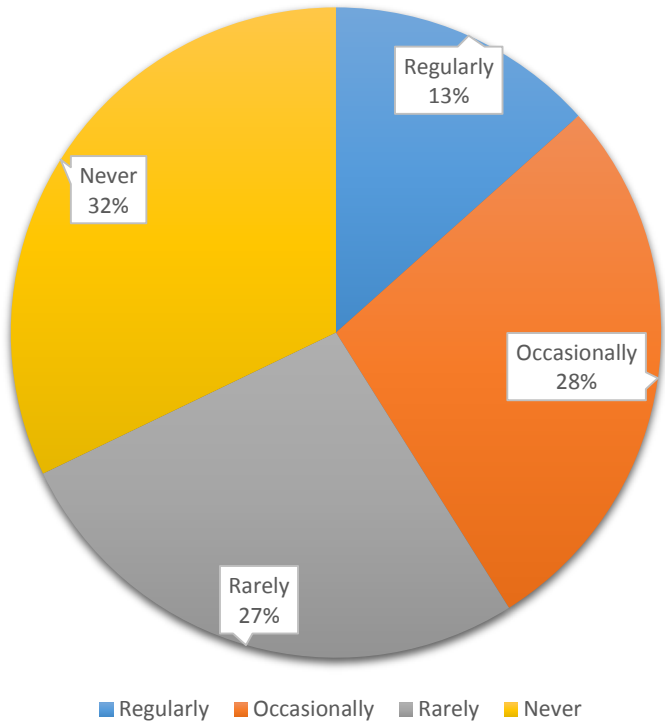
Thank You

Questions/Comments

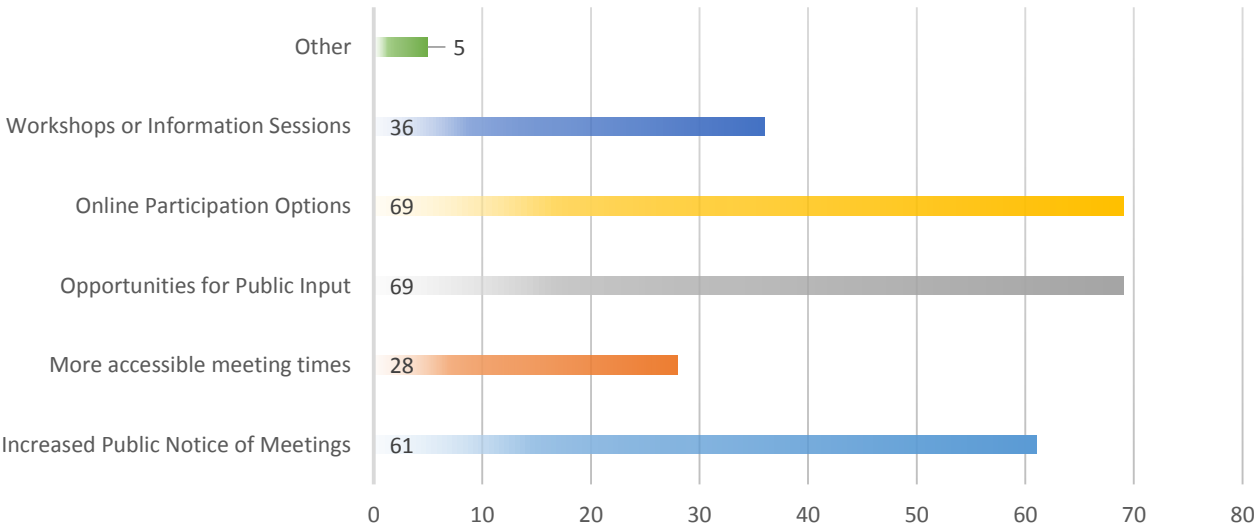
RESULTS FROM PROCEDURAL BY-LAW INPUT SURVEY



How often do you attend or watch Council Meetings?



WHAT METHODS DO YOU THINK WOULD IMPROVE PUBLIC ENGAGEMENT IN COUNCIL MEETINGS?



HOW WOULD YOU RATE THE CURRENT PROCESS FOR PUBLIC PARTICIPATION IN COUNCIL MEETINGS?

