

THE CORPORATION OF THE MUNICIPALITY OF EAST FERRIS

BY-LAW NO. 2026-33

BEING A BY-LAW TO AMEND BY-LAW NO. 2023-55 A BY-LAW TO GOVERN THE PROCEEDINGS OF COUNCIL, LOCAL BOARDS AND COMMITTEES OF EITHER, THE CONDUCT OF ITS MEMBERS, THE CALLING OF THE MEETINGS AND TO ESTABLISH RULES OF ORDER, AS AMENDED.

WHEREAS section 238 of the *Municipal Act, 2001*, as amended, provides that every municipality shall pass a Procedure By-Law for governing the calling, place and proceeding of meetings;

AND WHEREAS the Council for Corporation of the Municipality of East Ferris passed By-law No. 2023-55, Being a By-law to govern the proceedings of Council, Local Boards, and Committees of either, the conduct of its members, the calling of the meetings and to establish rules of order, at the regular Council meeting of March 12th, 2024;

AND WHEREAS the Council for the Corporation of the Municipality of East Ferris passed resolution number 2026-186 at the Regular Council meeting of July 14th, 2026, approving a motion to amend the Procedural By-law to move the deadline for delegation requests at Council meetings to noon on the Monday prior to the meeting;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF EAST FERRIS HEREBY ENACTS AS FOLLOWS:

1. THAT Section 9.1 of the Corporation of the Municipality of East Ferris' Procedural By-law No. 2023-55, as amended, be replaced with the following:

9.1 Notice to Clerk

Any person(s) who wishes to appear before Council, a Local Board or Committee shall complete the "Request for Delegation Form" shown on Schedule B to this By-law and provide to the Clerk no later than noon on the day before the meeting. All presentation materials, including PowerPoint presentations, shall be provided to the Clerk in electronic format no later than 3:00 p.m. on the day before the meeting. If the Council, Local Board or Committee meeting occurs on a Monday, the deadline will be noon on the Friday prior to the meeting. All information submitted will be considered public information and therefore subject to full disclosure under the *Municipal Freedom of Information and Protection to Privacy Act*.

There shall not be more than three (3) delegations entered on the agenda for a meeting inclusive of invited delegations. The limitation on the number of delegations per meeting does not apply to Planning Advisory Committee and Committee of Adjustment meetings as the Planning Act allows for public input at public hearings/meetings.

The Clerk in consultation with the CAO may make a determination as to deferral of delegations to subsequent meetings or referral to the appropriate Department Head.

2. That all other provisions of By-law No. 2023-55 shall remain in effect.

READ A FIRST AND SECOND TIME this 11th day of August, 2026.

READ A THIRD TIME AND FINALLY PASSED this 11th day of August, 2026.

Mayor
Richard Champagne

Clerk
Kari Hanselman