

PARKLAND COUNTY

BYLAW NO. 2026-20

BEING A BYLAW OF PARKLAND COUNTY FOR THE PURPOSES OF AMENDING BYLAW 2026-07 – MEETING PROCEDURES

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**WHEREAS** the *Municipal Government Act*, RSA 2000 c M-26, provides that Council may pass bylaws in relation to the procedures to be followed by Council, Council Committees and other bodies established by Council; and

**WHEREAS** the *Municipal Government Act*, RSA 2000 c M-26, provides that Council may by bylaw delegate its powers, duties or functions to a Council Committee; and

**WHEREAS** Section 191 of the *Municipal Government Act*, RSA 2000 c M-26, provides that Council of a municipality may pass a bylaw to amend a bylaw;

**NOW THEREFORE** the Council of Parkland County duly assembled and under the authority of the *Municipal Government Act*, RSA 2000 c M-26, as amended, hereby enacts the following:

**TITLE**

- (1) Title means this Bylaw may be called the “Meeting Procedures Amending Bylaw”.

**INTERPRETATION**

- (2) The headings in the Bylaw are for reference purposes only.

**BYLAW 2026-07 AMENDMENTS**

- (3) That Bylaw 2026-07 being the Meeting Procedures Bylaw be amended as follows:

- (1) Under “Definitions” add the following:

(7) “Consent Agenda” means a single item on a Meeting Agenda in which the recommended action is to approve, without discussion, questions, or debate, the recommendations in each of the Agenda reports referenced in the consent agenda report;

- (2) Under “Council Meeting Agendas” section add the following:

CONSENT AGENDA

- (21) A Consent Agenda may be included as a distinct section in the Agenda for a Meeting.
- (22) The Agenda Review Committee shall determine, based on the criteria set out in this Bylaw, which Agenda items are placed on the Consent Agenda. These items are subject to Council’s authority to amend the Consent Agenda.
- (23) The following items shall not be included on the Consent Agenda:
- (1) public hearings;
  - (2) quasi-judicial or adjudicative matters;
  - (3) items requiring statutory notice; or
  - (4) any matter that, in the opinion of the Agenda Review Committee and Council, requires debate.
- (24) Items included on a Consent Agenda shall be individually identified on the agenda with sufficient descriptive detail, and all associated reports shall be made publicly available in accordance with this Bylaw and the *Municipal Government Act*.
- (25) Before the Consent Agenda motion is made, the Chair shall ask if any Member wishes to exempt an item.
- (1) Any Member of Council may request the removal of an item from the Consent Agenda prior to the vote, without debate or explanation; and
  - (2) Items involving a declared pecuniary interest or conflict of interest must be removed and addressed separately.
- (26) Items removed from the Consent Agenda shall be placed on the Agenda for separate consideration at the same Meeting or at a future Meeting, as directed by Council.
- (27) The Chair shall call for a motion to approve the Consent Agenda. The Consent Agenda is moved and voted on as one motion. Approval, by a majority vote of

Members present, of a Consent Agenda has the same force and effect as if each item had been considered and approved separately.

(3) Under "Notice of Motion" section 77, amended to be section 84, add the word "not" to the Section so that it now reads:

(84) A Member who submits a written Notice of Motion to the CAO does not need to be present at the Meeting; the CAO will read the Notice of Motion on the Member's behalf.

**ENACTMENT / TRANSITION**

(4) Should any provision of this Bylaw be deemed to be invalid then such invalid provision will be severed from this Bylaw, and such severance will not affect the validity of the remaining portions of this Bylaw, except to the extent necessary to give effect to such severance.

(5) This Bylaw shall come into force and take effect on the day of third and final reading thereof.

READ A FIRST TIME this \_\_\_\_ day of \_\_\_\_\_ 2026.

READ A SECOND TIME this \_\_\_\_ day of \_\_\_\_\_ 2026.

READ A THIRD TIME and finally passed this \_\_\_\_ day of \_\_\_\_\_ 2026.

SIGNED AND PASSED this \_\_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

PROPOSED