

CITY OF PRINCE GEORGE
BYLAW NO. 9601, 2025

A Bylaw to amend the “City of Prince George Council Procedures Bylaw No. 8388, 2011”.

WHEREAS “City of Prince George Council Procedures Bylaw No. 8388, 2011”, has been adopted to establish the general procedures to be followed by Council and Council committees in conducting their business;

AND WHEREAS Council deems it desirable to amend “City of Prince George Council Procedures Bylaw No. 8388, 2011”;

AND WHEREAS pursuant to Sections 124 and 94 of the *Community Charter*, notice of intention to adopt this bylaw has been published in accordance with the “City of Prince George Public Notice Bylaw No. 9329, 2022”;

NOW THEREFORE the Council of the City of Prince George, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. That “City of Prince George Council Procedures Bylaw No. 8388, 2011”, is hereby amended as follows:
 - a. Section 21 (4) be deleted in its entirety and replaced with:

“21(4) The deadline for submission to the Corporate Officer of:

 - (a) a notice of motion from a Councillor;
 - (b) a report from a Council committee; or
 - (c) correspondence to Council from a member of the public for inclusion on the Council meeting agenda is 12:00 p.m. six (6) calendar days immediately preceding the meeting date on which the next regular meeting is scheduled.
 - (d) Despite subsection (4), the deadline for submission to the Corporate Officer of correspondence related to a land-use application, where the correspondence is provided in response to a published public notice, is 12:00 p.m. on the day of the Council meeting at which the application is scheduled to be considered.”
 - b. Section 21 (5) (b) be amended by replacing the words “seven (7)” with “five (5)”;
 - c. New Section 21 (5) (c) be added:

“21 (5) (c) If the deadline under this section falls on a Saturday, Sunday, or statutory holiday, the deadline is deemed to be the immediately preceding business day.”

d. Section 23 (1) (c) be deleted in its entirety and replaced with:

“23 (1) (c) be signed by, or identified as being from, at least one person who provides their first name, last name and residential street name;”

e. Section 26 (1) (a) be deleted in its entirety and replaced with:

“26 (1) (a) the member of Council must deliver a “notice of motion”, in written form, to the Corporate Officer no later than 12:00 noon six (6) calendar days immediately preceding the meeting date on which the notice of motion will be introduced.”

f. Section 26 (1) (b) be deleted in its entirety and replaced with:

“26(1)(b) the notice of motion must set out the member’s motion, and must stipulate the date of the future regular meeting at which the member of Council intends to move the motion, which must not be the same meeting at which the notice of motion is first put on the agenda, unless Council, by a unanimous vote of all members of Council, determines that the subject matter is emergent and time sensitive and resolves to consider the motion at the same meeting in which it is introduced.”

- 2. That the Mayor and Corporate Officer are hereby empowered to do all things necessary to give effect to this Bylaw.
- 3. That this Bylaw may be cited for all purposes as the "City of Prince George Council Procedures Bylaw No. 8388, 2011, Amendment Bylaw No. 9601, 2025".

READ A FIRST TIME THIS 9TH DAY OF MARCH , 2026.

READ A SECOND TIME THIS 9TH DAY OF MARCH , 2026.

READ A THIRD TIME THIS 9TH DAY OF MARCH , 2026.

First three readings passed by a **UNANIMOUS** decision of Members of City Council present and eligible to vote.

ADOPTED THIS DAY OF , 2026,

BY A DECISION OF ALL MEMBERS OF CITY COUNCIL PRESENT AND ELIGIBLE TO VOTE.

MAYOR

CORPORATE OFFICER