

THE CORPORATION OF THE TOWN OF CALEDON

BY-LAW NO. 2023-XX

A by-law to amend Procedural By-law 2015-108, as amended, with respect to the proceedings of Council and its Committees

WHEREAS Section 238 of the Municipal Act, 2001 requires that every municipality and local board shall pass a Procedural By-law for governing the calling, place and proceedings of meetings;

AND WHEREAS the Council of The Corporation of the Town of Caledon deems it expedient to amend By-law 2015-108, as amended, to permit the Town Clerk to adjust the day of an existing meeting, the start time of any meeting and add new workshop meetings where appropriate notice has been provided;

NOW THEREFORE the Council of The Corporation of the Town of Caledon ENACTS AS FOLLOWS:

1. Part 5 – Council and Committee Meetings of By-law 2015-108, as amended, shall be further amended by adding the following Sections:

5.9 Meeting Adjustments and Additions

- 5.9.1 Notwithstanding any other Section of this By-law, the *Clerk*, in consultation with the *Mayor*, may upon providing at least 7 days notice to the public:

- a) adjust the day of an existing *meeting*;
- b) adjust the start time of any *meeting*; and
- c) call and schedule a new *meeting* for the purposes of conducting a workshop.

- 5.9.2 For the purposes of Section 5.9.1, for greater clarity, posting a change to a *meeting* day or time or adding a new workshop *meeting* on the Town's website shall be considered sufficient notice.

**Enactment**

This By-law shall come into full force and effect on the day of its passing.

Enacted by the Town of Caledon Council this 23<sup>rd</sup> day of May, 2023.

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Annette Groves, Mayor

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Laura Hall, Town Clerk