

THE CORPORATION OF THE TOWN OF CALEDON

BY-LAW NO. 2023-045

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 23rd day of May, 2023.

Annette Groves, Mayor

Laura Hall, Town Clerk