



Member V. Bikowski
Member S. Brioschi
Councillor D. Maskell
Councillor M. Russo
Councillor D. Sheen

Ex-officio:
Councillor C. Early (joined virtually at 8:09 p.m.)
Councillor C. Napoli (joined virtually at 8:18 p.m.)
Mayor A. Groves (virtual 7:00 p.m. to 7:32 p.m.; rejoined at 8:16 p.m.)

Coordinator, Council and Committee Services: Z. Blomme
Coordinator, Council and Committee Services: A. Dhindsa
Municipal Clerk, Corporate Services: K. Klingenberg

1. NOTICE

2. CALL TO ORDER

Chair D. Sheen called the meeting to order at 7:00 p.m.

3. INDIGENOUS LAND ACKNOWLEDGEMENT

Chair D. Sheen delivered the Indigenous Land Acknowledgement.

4. APPROVAL OF THE AGENDA

Moved by: Councillor M. Russo **Seconded by:** Member S. Brioschi

That the November 5, 2024 Governance Review Committee Agenda be approved, as presented.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Member V. Bikowski	X			
Member S. Brioschi	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Mayor A. Groves	X			
Chair D. Sheen	X			
Total	6			

Carried.

5. DISCLOSURE OF PECUNIARY INTEREST

6. PRESENTATIONS

6.1 Procedure By-law Updates in 2024

Kevin Klingenberg, Municipal Clerk, delivered a presentation that provided an overview of the Procedure By-law as updated in 2024. He highlighted the sections of the Procedure By-law that have been revised, providing a comparison of the previous clauses to the current. He discussed the future steps to be undertaken in the Procedure By-law Review workplan, projecting into 2025.

K. Klingenberg, Municipal Clerk, responded to questions of Committee and provided clarifying remarks.

7. DELEGATIONS

8. CORRESPONDENCE

8.1 Memorandums

8.1.1 Procedure By-law Review Completed Worklist

8.1.2 Procedure By-law Part 8 (Meeting Proceedings) Review Methodology

K. Klingenberg, Municipal Clerk, responded to questions of Committee and provided clarifying remarks.

9. STAFF REPORTS

9.1 Staff Report 2024-0569: Procedure By-Law Review Part 8.2: Opening Procedures

K. Klingenberg, Municipal Clerk, introduced the matter and responded to questions of Committee.

Mayor A. Groves left the meeting at 7:32 p.m.

Moved by: Councillor M. Russo **Seconded by:** Councillor D. Maskell

That the recommended Procedure By-law amendments concerning Opening Procedures, as presented in Staff Report 2024-0569, be referred to the Municipal Clerk for consolidated reporting and General Committee consideration at their November 12, 2024 meeting;

And that staff be directed to consult with the Mississauga of the Credit First Nations on reviewing reading of the Land Acknowledgment procedures and report back on proposed changes to opening procedures arising from this consultation.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Member V. Bikowski	X			
Member S. Brioschi	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Chair D. Sheen	X			
Total	5			

Carried.

9.2 Staff Report 2024-0570: Procedure By-law Review Part 8.4: Disclosure of Pecuniary Interest and General Nature Thereof Procedures

K. Klingenberg, Municipal Clerk, introduced the matter and responded to questions of Committee.

A. Dhindsa, Council and Committee Coordinator, provided clarifying remarks.

Moved by: Member V. Bikowski **Seconded by:** Member S. Brioschi

That the recommended Procedure By-law amendments concerning disclosure of pecuniary interest and general nature thereof procedures, as presented in Staff Report 2024-0570, be referred to the Municipal Clerk for consolidated reporting and General Committee consideration at their November 12, 2024 meeting.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Member V. Bikowski	X			
Member S. Brioschi	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Chair D. Sheen	X			
Total	5			

Carried.

9.3 Staff Report 2024-0571: Procedure By-law Review Part 8.5: Awards and Recognition

K. Klingenberg, Municipal Clerk, introduced the matter and responded to questions of Committee.

Moved by: Councillor D. Maskell **Seconded by:** Member S. Brioschi

That the recommended Procedure By-law amendments concerning awards and recognition procedures, as presented in Staff Report 2024-0571, be referred to the Municipal Clerk for consolidated reporting and General Committee consideration at their November 12, 2024 meeting.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Member V. Bikowski	X			
Member S. Brioschi	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Chair D. Sheen	X			
Total	5			

Carried.

9.4 Staff Report 2024-0572: Procedure By-law Review Part 8.6: Consent Items

K. Klingenberg, Municipal Clerk, introduced the matter and responded to questions of Committee.

Moved by: Councillor M. Russo **Seconded by:** Member V. Bikowski

That the recommended Procedure By-law amendments concerning consent item procedures, as presented in Staff Report 2024-0572, be referred to the Municipal Clerk for consolidated reporting and General Committee consideration at their November 12, 2024 meeting.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Member V. Bikowski	X			
Member S. Brioschi	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Chair D. Sheen	X			
Total	5			

Carried.

9.5 Staff Report 2024-0573: Procedure By-law Review Part 8.7: Deferral of Public Meetings Review

K. Klingenberg, Municipal Clerk, introduced the matter and responded to questions of Committee.

Moved by: Councillor D. Maskell **Seconded by:** Member S. Brioschi

That the recommended Procedure By-law amendment to reorder subsection 8.7 regarding Public Meetings to be within Procedure By-law Part 3 (Council and Committee Structure), as presented in Staff Report 2024-0573, be referred to the Municipal Clerk for consolidated reporting and General Committee consideration at their November 12, 2024 meeting; and

That the Procedure By-law review of the Public Meetings subsection be deferred to December 2024 as a part of the Council approved scheduled review of Procedure By-law Review Part 3 (Council and Committee Structure); and

That the addition of defined Planning and Development Committee-Public Information Meetings, General Committee-Budget and General Committee-Workshop meeting proceedings into the Procedure By-law be reported back by the Municipal Clerk during stage 3 of the Procedure By-Law workplan in the first quarter of 2025.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Member V. Bikowski	X			
Member S. Brioschi	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Chair D. Sheen	X			
Total	5			

Carried.

9.6 Staff Report 2024-0574: Procedure By-law Review Part 8.8: Presentations

K. Klingenberg, Municipal Clerk, introduced the matter and responded to questions of Committee.

Councillor C. Early joined the meeting at 8:09 p.m.

Mayor A. Groves joined the meeting at 8:16 p.m.

Councillor C. Napoli joined the meeting at 8:18 p.m.

Moved by: Councillor D. Maskell **Seconded by:** Member S. Brioschi

That the recommended Procedure By-law amendment regarding Presentation procedures, as presented in Staff Report 2024-0574, be referred to the Municipal Clerk for consolidated reporting and General Committee consideration at their November 12, 2024 meeting.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Member V. Bikowski	X			
Member S. Brioschi	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Councillor C. Early	X			
Councillor C. Napoli	X			
Mayor A. Groves	X			
Chair D. Sheen	X			
Total	8			

Carried.

9.7 Staff Report 2024-0575: Procedure By-law Review Part 8.9: Delegations

K. Klingenberg, Municipal Clerk, introduced the matter and responded to questions of Committee.

Moved by: Councillor M. Russo **Seconded by:** Member V. Bikowski

That the recommended Procedure By-law amendment regarding Delegations, as presented in Staff Report 2024-0575, be referred to the Municipal Clerk for consolidated reporting and General Committee consideration at their November 12, 2024 meeting.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Member V. Bikowski	X			
Member S. Brioschi		X		
Councillor D. Maskell		X		
Councillor M. Russo	X			
Councillor C. Early	X			
Councillor C. Napoli	X			
Mayor A. Groves	X			
Chair D. Sheen	X			
Total	6	2		

Carried.

Committee recessed at 9:01 p.m. and reconvened at 9:10 p.m.

9.8 Staff Report 2024-0576: Procedure By-Law Review Part 8.10: Notices of Motion

K. Klingenberg, Municipal Clerk, introduced the matter and responded to questions of Committee.

Moved by: Councillor M. Russo **Seconded by:** Member V. Bikowski

That the recommended Procedure By-law amendment regarding Notices of Motion, as presented in Staff Report 2024-0576, be referred to the Municipal Clerk for consolidated reporting and General Committee consideration at their November 12, 2024 meeting.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Member V. Bikowski	X			
Member S. Brioschi	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Councillor C. Early	X			
Councillor C. Napoli	X			
Mayor A. Groves	X			
Chair D. Sheen	X			
Total	8			

Carried.

9.9 Staff Report 2024-0582: Procedure By-law Review Part 8.11: Correspondence Items

K. Klingenberg, Municipal Clerk, introduced the matter and responded to questions of Committee.

Moved by: Councillor D. Maskell **Seconded by:** Member S. Brioschi

That the recommended Procedure By-law amendment regarding announcements, as presented in Staff Report 2024-0582, be referred to the Municipal Clerk for consolidated reporting and General Committee consideration at their November 12, 2024 meeting; and

That the addition of sections regarding petitions or consolidation of written comments, and correspondence sent by the Town of Caledon to other governments be included into the Procedure By-law and reported back by the Municipal Clerk during stage 3 of the Procedure By-Law workplan in the first quarter of 2025.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Member V. Bikowski	X			
Member S. Brioschi	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Councillor C. Early	X			
Councillor C. Napoli	X			
Mayor A. Groves	X			
Chair D. Sheen	X			
Total	8			

Carried.

9.10 Staff Report 2024-0577: Procedure By-law Review Part 8.12: Announcements

K. Klingenberg, Municipal Clerk, introduced the matter and responded to questions of Committee.

Moved by: Mayor A. Groves **Seconded by:** Councillor C. Early

That the recommended Procedure By-law amendment regarding announcements, as presented in Staff Report 2024-0577, be referred to the Municipal Clerk for consolidated reporting and General Committee consideration at their November 12, 2024 meeting.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Member V. Bikowski	X			
Member S. Brioschi	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Councillor C. Early	X			
Councillor C. Napoli	X			
Mayor A. Groves	X			
Chair D. Sheen	X			
Total	8			

Carried.

9.11 Staff Report 2024-0578: Procedure By-law Review Part 8.13: By-laws

K. Klingenberg, Municipal Clerk, introduced the matter and responded to questions of Committee.

Moved by: Councillor C. Early **Seconded by:** Councillor C. Napoli

That the recommended Procedure By-law amendment regarding By-laws, as presented in Staff Report 2024-0578, be referred to the Municipal Clerk for consolidated reporting and General Committee consideration at their November 12, 2024 meeting.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Member V. Bikowski	X			
Member S. Brioschi	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Councillor C. Early	X			
Councillor C. Napoli	X			
Mayor A. Groves	X			
Chair D. Sheen	X			
Total	8			

Carried.

9.12 Staff Report 2024-0579: Procedure By-law Review Part 8.14: Adjournment

K. Klingenberg, Municipal Clerk, introduced the matter.

Moved by: Councillor D. Maskell **Seconded by:** Member V. Bikowski

That the recommended Procedure By-law amendment regarding adjournment proceedings, as presented in Staff Report 2024-0579, be referred to the Municipal Clerk for consolidated reporting and General Committee consideration at their November 12, 2024 meeting.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Member V. Bikowski	X			
Member S. Brioschi	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Councillor C. Early	X			
Councillor C. Napoli	X			
Mayor A. Groves	X			
Chair D. Sheen	X			
Total	8			

Carried.

10. NOTICE OF MOTION

11. ADJOURNMENT

On a motion moved by Councillor M. Russo, Committee adjourned at 9:48 p.m.