

Schedule C to Staff Report 2025-0329
Proposed Consolidated Budget Meeting Procedure By-law Provisions

Legend: **Black font – currently in the Procedure By-law**
 Blue font – proposed added new clauses into the Procedure By-law
 Highlight – amending current wording in the Procedure By-law

Part 1:

Definitions

1.1 In this by-law:

“**Meeting type**” means any *Advisory Committee, Committee or Council meeting* held in person and/or electronic means, or another means as determined by the *Clerk* that is publicly notified to be of an alternate *meeting* form to its regular proceedings and:

(a) “**Budget meeting**” means a *Committee* meeting held solely concerning the Town of Caledon’s annual budget,

Part 3

Council and Committee Structure

3.10 Budget Meetings

3.10.1 *Budget meetings* shall only be a General Committee *meeting type*.

3.10.2 A minimum two *budget meetings* are to be scheduled for setting the Town of Caledon’s next annual budget.

3.10.3 The first *budget meeting* shall only present an overview of considerations for the next annual budget.

3.10.4 Subsequent *budget meetings* after the first *budget meeting* shall only consider matters related to the next annual budget.

Part 5

Council and Committee Meetings

5.3 Council and Committee Meetings

5.3.4 **Budget Meetings** are set annually and will commence as set out in the annual schedule.

Part 7

Agendas

7.12 Notwithstanding section 7.11 of this By-law, the following headings shall be on:

- c) Budget agendas which may include but is not limited to;
 - Notice
 - Call to Order
 - Indigenous Land Acknowledgement
 - Approval of Agenda
 - Disclosure of Pecuniary Interest
 - Presentations
 - Staff Reports
 - Budget Motions
 - Correspondence
 - Adjournment

Part 8

Meeting Proceedings

8.10 Motions

8.10.2 Notwithstanding section 8.9 of this By-law, motions submitted to **subsequent budget meetings after the first budget meeting** are placed on its agenda by the Clerk as motions in the order which they are received.