

THE CORPORATION OF THE TOWN OF CALEDON

BY-LAW NO. 2025-XX

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

WHEREAS the *Municipal Act, 2001*, S.O. 2001, c. 25, section 238 provides that a municipality shall establish a procedure by-law to govern meetings;

WHEREAS The Council of the Corporation of the Town of Caledon deems it necessary to amend By-law 2015-108, as amended, to provide definition of agenda deadlines and procedures for workshops, public meetings, budget meetings, petitions or letter writing campaigns, and correspondence sent by or on behalf of the Town of Caledon Council;

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

1. Procedure By-law 2015-108, as amended, is hereby further amended by:
(As provided in Staff Report 2025-0329)
2. Procedure By-law 2015-108, as amended, is hereby further amended by:
(As provided in Staff Report 2025-0241)
3. Procedure By-law 2015-108, as amended, is hereby further amended by:
(As provided in Staff Report 2025-0241)
4. Procedure By-law 2015-108, as amended, is hereby further amended by:
 - (1) Adding the following definition to section 1.1:

“Agenda deadline” shall mean at noon of the day the agenda shall be made available to the public as outlined in sections 7.4 to 7.6, respectively, of this By-law, and:

(a) **“Agenda addendum deadline”** shall mean at noon of the day the agenda addendum shall be made available to the public as outlined in section 7.7 of this By-law.
 - (2) Deleting the words “by noon” from section 7.7.
5. Subject to the amendments made in this By-law, in all other respects, By-law 2015-108 is hereby confirmed unchanged.

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 September, 2025.

Annette Groves, Mayor

Kevin Klingenberg, Municipal Clerk