



THE CORPORATION OF THE CITY OF BRAMPTON

# BY-LAW

Number 195-2007

A by-law to amend Procedure By-law 160-2004, as amended

WHEREAS By-law 160-2004 provides rules governing the order and proceedings of the council and committees of The Corporation of the City of Brampton; and

WHEREAS, by resolution passed by City Council on June 27, 2007, it is deemed appropriate to amend By-law 160-2004, as amended;

NOW THEREFORE the Council of The Corporation of the City of Brampton ENACTS as follows:

That By-law 160-2004 is hereby amended as follows:

1. Section 2.3 is hereby deleted and the following substituted:

2.3 Place of Meetings and Public Notice

- (1) Regular meetings of the council and standing committees shall be held in the Council Chambers, or other Committee Room at City Hall, 2 Wellington Street West, Brampton.
- (2) Other meetings may be held at any convenient location within or outside the City at the call of the Mayor in accordance with the requirements of this Procedure by-law.
- (3) Public notice of meetings shall be provided as follows:
  - a) notice of meetings shall be published in the annual and monthly calendar of meetings available through the City Clerk's Office, on the City's website, and posted in the Atrium at City Hall
  - b) agendas, including all public attachments, shall be available through the City Clerk's Office, after distribution to the Members of Council
  - c) agendas shall be published whenever possible through the City's website, after distribution to the Members of Council
  - d) any member of the public may obtain a copy of a public matter included on an agenda through the City Clerk's Office, for such charge as may be provided for in the User Fee By-law

2. Section 2.10 Special Meetings is hereby re-numbered 2.8 Special Meetings.

3. Section 2.11 Closed Meetings is hereby re-numbered 2.9 Closed Meetings.

4. Subsection 2.7(3) (b) (i) is hereby deleted and the following substituted:

The Committee of Council shall meet on the first and third Wednesday of each month commencing at 9:30 a.m., and adjourning no later than 3:30 p.m., except as provided for in subsection 2.10(1).

5. Subsection 2.7(3) (b) (ii) is hereby deleted.

6. Subsection 2.7(3) (c) is hereby deleted and Subsections 2.7(3) (d) and 2.7(3) (e) are hereby re-numbered as Subsections 2.7(3) (c) and 2.7(3) (d), respectively.

7. Subsections 2.10(1) (b) and (d) are hereby deleted and Subsection 2.10(1) (c) is hereby re-numbered 2.10(1) (b).

8. Subsection 4.5(10) (a) is hereby deleted and the following substituted:

delegations, if any, in response to a public notice referred to in subsection (7) above;

9. A new definition is added to Subsection 1.1 as follows:

“workshop” – means a meeting of council, intended for all members of council, for the purpose of:

- o receiving a briefing on municipal business,
- o discussing emerging priorities and issues, including strategic planning; and,
- o training purposes;

and which shall be conducted in accordance with Section 20 of this by-law.

10. A new Section 20 is added as follows:

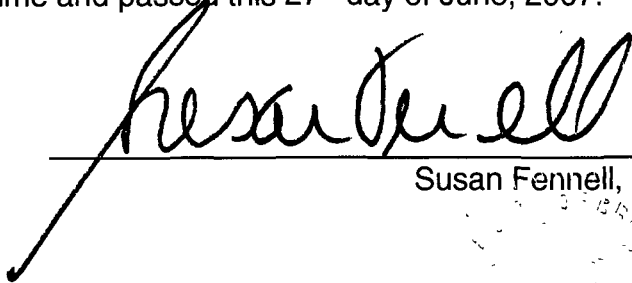
20. City Council Workshops

- a) A workshop shall be coordinated through the City Clerk’s Office, which shall be responsible for liaising with the Mayor’s Office, the Council Office and the City Manager’s Office.
- b) A workshop may include open session and closed session business in accordance with the rules of the Procedure By-law, council policy and applicable legislation.
- c) Upon confirmation that the workshop is to proceed, the City Clerk’s Office shall give notice to all members of council in accordance with this by-law regarding the subject, date, time and location of the workshop.
- d) Preparation of an “agenda” will be dependent on the subject of the workshop. The City Clerk’s Office shall be consulted and shall keep a copy for the public record and public inspection.



- e) Notice of the workshop subject, date, time and location will be made available to the public in accordance with Subsection 2.3, and comply with any additional requirements set out in council policy or by-law.
- f) After notice of the workshop has been provided, no new matters will be added to the "agenda" since the appropriate notification will not have been given in accordance with this by-law.
- g) Quorum of council is not required for the workshop to proceed.
- h) The City Clerk's Office will prepare "minutes" from the workshop, and any public session "minutes" will be made available to the public for review if a request is received.
- i) Any member of the public who does attend, will be permitted to observe the workshop during public session.
- j) No council decisions shall be made at a workshop. Any matter requiring a decision shall be reported back to Committee of Council or City Council for consideration and approval.

Read a first, second and third time and passed this 27<sup>th</sup> day of June, 2007.

Approved as  
to form.  
07.06.07  
WCC



Susan Fennell, Mayor

  
Approved as to content  
K. Zammit, City Clerk and  
Director of Council and Administrative Services  
Kathryn Zammit, City Clerk