

The Corporation of the Town of Saugeen Shores

By-law XX - 2025

Being a By-law to Amend By-law 87-2024, being the By-law to Govern the Calling, Place and Proceedings of Meetings of the Corporation of the Town of Saugeen Shores

Whereas the *Municipal Act, 2001, S.O. 2001, Chapter 25, Section 238 (2)* provides that every municipality shall pass a procedural by-law governing the calling, place and proceedings of meetings; and

Whereas By-law 87-2024 is the Procedural By-law for the Town of Saugeen Shores, and Council deems it necessary to amend By-law 87-2024; now therefore be it

Resolved that the Council of the Corporation of the Town of Saugeen Shores enacts as follows:

1. That Section 8.1 be amended to add that Agendas for Quasi-Judicial committees shall be excluded from the prescribed Order of Business for Local Boards and Committees.
2. That Closed to Public and Report and Business Arising from Closed Session be adjusted in Section 8.1 Order of Business to immediately precede the Consent Agenda for the Council Meeting – Agenda.
3. That Section 8.2 be deleted and replaced as follows”

Any Member ~~of Council, or member of a Committee,~~ may, prior to the preparation of the Agenda, file in writing, including email, an item for inclusion on the Agenda by noon five business days before the commencement of the Meeting of Council, **and subject to the provisions of this by-law.** Items for inclusion include, but are not limited to, Communication or Petitions for the Consent Agenda, Reports of Municipal Officers / Committees, Motions and Notice of Motions, and any presentation materials required for any item on the Agenda. Failure to provide the required information, documentation, or materials may result in the item not being included on the Agenda or postponed to a later Meeting, regardless if the items were registered with Clerk in advance or not.

4. Section 14.7 (b) vii be deleted and replaced with

a matter subject to public processes as prescribed in the Planning Act, R.S.O.1990, based on application type, and is currently before Council **or an application has been submitted to either the Town or County.**

5. Section 14.7 (b) shall be amended by adding the following.

- ix. **matters when the requester has threatened litigation against the Town, a Member, Municipal Administration, or any partner thereof;**
- x. **matters under the jurisdiction of the Integrity Commissioner, Ombudsman, or Closed Meeting Investigator, including matters currently under investigation, the reporting out of these matters, or other conclusion on an investigation;**
- xi. **allegations that may be considered defamation, slanderous, liable, or otherwise put into question the personal or professional integrity of any person including a Member, a member of the Municipal Administration or any member of the public, present at the meeting or not;**
- xii. **matters that would be eligible for resolution under any process for formal complaints or appeals, or for requesting compensation, where such processes have been established by the Town of Saugeen Shores, unless and until all municipal proceedings of such a process have been completed;**
- xiii. **matters to which the Municipal Act section 239 applies; and**

xiv.the information and materials submitted, if spoken, out loud, in a Meeting would be considered a breach of decorum.

6. That Section 14.10.9 be added as follows, and that the subsequent subsections be re-numbered accordingly:

Basis for Refusal

The decision of the Clerk to permit or refuse a Delegation is based on the Information and Material submitted under Section 14.10.3 and, where appropriate, any other emails or communication received from the person(s) requesting to be a Delegation on this matter. These materials and communications are reviewed for alignment with the Procedural By-law and if spoken, out loud, in a Meeting would be considered a breach of decorum.

7. That subsection 28.9 be deleted.
8. That this By-law shall come into force and effect upon adoption.

Read and Finally Passed and Sealed this XX day of _____, 2025.

Luke Charbonneau, Mayor

Dawn Mittelholtz, Clerk