

The Corporation of the Municipality Of Central Elgin

BY-LAW NO. 984

Being a By-law to Govern the Proceedings of Council, the Conduct of its Members and the Calling of Meetings.

WHEREAS section 238 of the Municipal Act, 2001, S.O. 2001, c. 25, requires every municipality and local board to pass a procedure by-law for governing the calling, place and proceedings of meetings and providing for public notice of meetings;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF CENTRAL ELGIN ENACTS AS FOLLOWS:

1. In this By-law,
 - a) *Ad hoc Committee* means a Committee established by Council to review a specific matter and once the Committee has reported to Council with respect to its findings and recommendations, the Committee is automatically dissolved;
 - b) *Chair* means the person presiding over a meeting and who is charged with the responsibility to decide questions and points of order or practice, preserve order and maintain decorum in the proceedings. The Chair, except where disqualified, may vote on all questions;
 - c) *Committee of the Whole* means all members of Council, sitting as Committee of the Whole. Its purpose is to facilitate discussion by using less strict rules than those used in the formal meeting of the Council;
 - d) *Emergency Meeting* means a meeting of Council held to consider any business of the Council which is deemed by the Chair to be of an emergency or extraordinary situation;
 - e) *Ex officio* means by virtue of office or position and carries with it the right to participate fully in the committee meeting and to vote unless prohibited by law; and
 - f) *Special Meeting* means a meeting not scheduled or held at a regularly scheduled date and time.
2. The rules and regulations contained in this By-law shall be observed in all proceedings of Council and shall be the rules and regulations for the dispatch of business by Council and its committees.

Meetings

3. *Regular Meetings* of Council shall be held in the Council Chamber on the second, third and fourth Monday of each month at 7:30 P.M. The Regular Meeting on the third Monday of the month will be set aside primarily for land-use planning matters.
4. If the Regular Meeting is scheduled for Easter Monday, Victoria Day, Thanksgiving Day, or Remembrance Day, the Regular Meeting shall be held on the following Tuesday at 7:30 P.M.
5. The Inaugural Meeting of Council after a regular election shall be held in December at a time and date to be set by By-law.
6. Council may, by Resolution, alter the date and/or time of regular meeting provided that adequate notice of the change is posted and published in local newspapers.
7. (a) The Mayor may, at any time, summon a special meeting.

- (b) The Clerk shall summon a special meeting upon receipt of a petition of the majority of the Council members for the purpose and at the time and date mentioned in the petition.
- 8.
- (a) The Mayor shall preside at all meetings of Council.
 - (b) When the Mayor is absent or refuses to act, or the office is vacant, the Deputy Mayor shall act in the place and stead of the head, and, while so acting, the Deputy Mayor has and may exercise all the rights, powers and authority of the Mayor.
 - (c) Notwithstanding Paragraph 8(b) above, the members may appoint another presiding officer from among themselves for the purpose of chairing a particular meeting.
 - (d) The Mayor or presiding officer may expel from a meeting, anyone who engages in improper conduct.
- 9.
- (a) All Council and Committee Meetings shall be open to the public.
 - (b) Notwithstanding Paragraph 9(a) above, a meeting of Council or a Committee may be closed to the public if the subject matter being considered relates to:
 - i) the security of the property of the municipality, or local board;
 - ii) personal matters about an identifiable individual including municipal or local board employees;
 - iii) a proposed or pending acquisition of real property for municipal or local board purposes;
 - iv) employee negotiations or labour relations;
 - v) litigation or potential litigation including matters before administrative tribunals, affecting the municipality or a local board;
 - vi) a matter in respect of which Council, a Committee of Council or a local board has authorized a meeting to be closed under an Act of the Legislature or an Act of Parliament;
 - vii) the receiving of advice that is subject to solicitor/client privilege, including communications necessary for that purpose; or
 - viii) educating or training the members of Council and at the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.
 - (c) Before all or part of a meeting is closed to the public, the Council shall state by Resolution:
 - i) the fact of the holding of the closed meeting;
 - ii) the general nature of the matter considered at the closed meeting.
 - (d) Subject to paragraph 9(e) below, a meeting shall not be closed to the public during the taking of a vote.
 - (e) Despite paragraph 9(d), a meeting may be closed to the public during a vote if,
 - i) Paragraph 9(b) permits a meeting to be closed to the public and,
 - ii) the vote is for a procedural matter or for giving directions or instructions to officers, employees or agents of the municipality or persons retained by or under contract with the municipality.

- (iii) Meetings or sessions which are closed to the public may be referred to as closed meetings or sessions.

Agendas and Supporting Material

10. (a) The Clerk shall prepare agendas of meetings as assigned.
- (b) Agendas shall be generally formatted as follows but modifications to the matters to be included or the order of business may be affected without requiring amendment to this By-law.
- 1) Roll Call
 - 2) Disclosure of Pecuniary Interest and the General Nature Thereof
 - 3) Adoption of Minutes
 - 4) Correspondence (Action)
 - 5) Correspondence (Information)
 - 6) Reports (with appropriate sub-headings)
 - 7) By-laws
 - 8) Accounts
 - 9) Public Notices
 - 10) Resolutions
 - 11) New Business
 - 12) Closed Session
 - 13) Adjournment
- (e) The business of the Council shall be taken up in the order as listed on the agenda unless otherwise decided by the Chair.

Notice of Meetings

11. The Agendas shall be considered as notice of regular meetings.
12. The Clerk shall cause to be delivered to each member of Council by personal delivery, or facsimile transmission or electronic mail, an Agenda for each regular meeting of Council, to the address provided by the member of Council. The Agenda of the regular council meeting shall be provided not later than 48 hours before the hour appointed for the holding of such meeting.
13. Notice of a Special Meeting called in accordance with this By-law shall be delivered to the members of Council by means of personal delivery, or facsimile transmission or electronic mail, to the address provided by the member to the Clerk for delivery of agendas. The notice of the Special Meeting shall be provided not later than 24 hours before the hour appointed for the holding of such meeting. Where time is of the essence, notice may be given by telephone call to the members.
14. Notice of a Special Meeting, called in accordance with this By-law, shall be posted on the Municipal website not later than 24 hours before the hour appointed for the holding of such meeting.
15. No business except the business dealing directly with the purpose mentioned in the Agenda shall be transacted at a Special Meeting.
16. Notwithstanding any other provision of this By-law, an Emergency Meeting may be held without notice to deal with an emergency or extraordinary situation, provided that an attempt has been made by the Clerk to notify the members about the meeting as soon as possible and in the most expedient manner available.
17. No business except business dealing directly with the emergency or extraordinary situation shall be transacted at the emergency meeting.
18. Lack of receipt of a Notice or an Agenda by the members of Council shall not affect the validity of the meeting or any action lawfully taken there at.
19. Agendas for meetings shall be made available to the public and media as soon

as possible after they have been delivered to members of Council.

20. Items of an urgent matter may be placed on an Addendum to an Agenda if the items are received by the Clerk after the Agenda has been prepared. The Addendum shall only be added to the Council agenda with majority vote of Council at the meeting.

No Quorum

21. If no quorum is present one half hour after the time appointed for a Council or other meeting, the Clerk or recording secretary shall record the names of the members present and the meeting shall stand adjourned until the date of the next Regular Meeting or until rescheduled.

Curfew

22. In the event the business before Council has not been completed by 11:00 pm, then Council by two-thirds majority vote of the members present, may approve an extension of the meeting in 30 minute increments. Should a motion to extend the meeting fail, the meeting shall automatically adjourn or if Council is in closed session, Council should immediately move into open session to deal with any matters already dealt with in closed session that, in the opinion of Council, require formal Council approval by resolution or by by-law. If other business on the Agenda is not completed, the business will be considered at the next regular meeting or on another day as agreed upon by Council by majority vote.

Duties of the Chair

23. It shall be the duty of the Chair:
 - (a) to open the meeting by taking the chair and calling the members to order;
 - (b) to announce the business before Council in the order in which it is to be acted upon;
 - (c) to receive and submit, in the proper manner, all motions presented by the members;
 - (d) to put to a vote all questions which are moved and seconded, or necessarily arise in the course of the proceedings, and to announce the result;
 - (e) to decline to put to vote motions which infringe upon the rules of procedure;
 - (f) to enforce on all occasions the observance of order and decorum among the members;
 - (g) to call by name any member persisting in breach of the rules or order of the Council thereby ordering the member to vacate the Council Chamber;
 - (h) to authenticate by a signature all By-laws, Resolutions and minutes of the Council;
 - (i) to inform the Council when necessary or when referred to for the purpose, on a point of order or usage;
 - (j) to adjourn the meeting without question in the case of grave disorder arising in the Council Chamber; and
 - (k) to order any individual or group in attendance at the meeting to cease and desist any behaviour which disrupts the order and decorum of the meeting and to order the individual or group to vacate the Council Chamber where such behaviour persists.

Duties of the Mayor

24. It shall be the duty of the Mayor:
- a) to select the members of Council who are to serve on Committees or to request advice or nominations from members of Council for appointment to such committees;
 - (b) to represent and support the Council, declaring its will and implicitly obeying its decisions in all things;
 - (c) to ensure that the decisions of Council are in conformity with the laws and By-laws governing the activities of the Municipal Corporation; and
 - (d) to serve as an ex officio member of each advisory committee or ad hoc committee established by Council unless prohibited by law. Where a committee is established by reference to a particular number of members without specifically providing for membership of the Mayor, such number is automatically increased by one, except where prohibited by law, being the Mayor, as provided under this section. The Mayor may vote and otherwise participate unless prohibited by law, in the business of the committee on the same basis as any other committee member.

Conduct of Members of Council and Guests

25. No member shall:
- (a) use offensive words or unparliamentary language in or against the Council or against any member, staff or guest;
 - (b) disturb another, or the Council, staff, or guest, by any disorderly conduct disconcerting to the speaker or the assembly;
 - (c) speak on any subject other than the subject in debate;
 - (d) resist the rules of Council or disobey the decisions of the Chair on questions of order or practice or upon the interpretation of the rules of Council;
 - (e) leave a meeting without first obtaining permission from the Chair;
 - (f) be permitted to retake their seat after being ordered to vacate, having committed a breach of any rule of the Council, until the next meeting and without making an apology to Council; or
 - (g) interrupt the member who has the floor except to raise a point of order.
26. No person shall be allowed to address Council or speak in debate without permission of the Chair.
27. Delegations shall not:
- (a) Speak disrespectfully of any person;
 - (b) Use offensive words;
 - (c) Speak on any subject other than the subject for which they have received approval to address Council;
 - (d) Disobey a decision of the Mayor or Council; and
 - (e) Enter into a cross debate with other delegations, administration, members of Council, or the Mayor.

28. Members of the public attending a meeting shall respect the decorum of Council and refrain from public outbursts, shouting or behaviour intended to disrupt the debate, discussion and general proceedings of the Council. The Chair may request that a member or members of the public vacate the Council Chambers if their behaviour is deemed to be disruptive. The Chair may unilaterally suspend the meeting until order is restored.

Motions / Rules of Debate

29. Notice of motions, except those listed in Paragraphs 44 & 45, shall be given in writing to the Clerk not later than 4:30 p.m. on the Thursday preceding the next regular meeting so that the matter may be included in the Council agenda package.
30. Any motion may be introduced without notice if Council, without debate, agrees on a majority vote to dispense with notice.
31. A motion must be formally seconded before the question can be put or a motion recorded in the minutes.
32. When a motion is presented in Council in writing it shall be read, or, if it is an oral motion, stated by the Chair.
33. (a) A motion to amend shall:
- i) be presented in writing;
 - ii) be dealt with by Council before a previous amendment or the main motion;
 - iii) not be further amended more than once provided that further amendment may be made to the main motion;
 - iv) be relevant to the main motion;
 - v) not propose a direct negative to the main motion.
34. Once read or stated by the Chair, a motion may not be withdrawn without the consent of the majority of the members.
35. Immediately prior to voting on a motion, the Chair shall state the question in the precise form it is to be recorded in the minutes, including any amendments to the question.
36. After a motion as amended if finally put, no member shall speak to the question nor shall any other motion be made until after the vote is taken and the result is declared.
37. Members shall not speak more than once to the same question without the consent of the Chair.
38. On an unrecorded vote, the manner of determining the decision on a motion shall be at the discretion of the Chair and may be by voice, show of hands, standing or otherwise.
39. Where a vote is taken for any purpose and a member requests, before or after the vote, that the vote be recorded, each member present, except a member disqualified from voting by any Act, shall, in an order determined by the Chair, announce their vote openly, and any failure to vote by a qualified member shall be deemed to be a negative vote and the Clerk shall record each vote.
40. The Chair, except where disqualified to vote, may vote on all questions and when so doing, shall vote last.
41. Except where expressly provided in Statute, any question on which there is an equality of votes shall be deemed to be defeated.

42. Subject to Paragraph 9(e) no vote shall be taken by ballot or any other method of secret voting and every vote so taken is of no effect.
43.
 - (a) Unless otherwise authorized by the Chair, all members, staff and guests shall address Council through the chair and only when recognized to do so.
 - (b) When two or more members seek to address Council, Chair shall designate the member who may speak first.
44. Any member may require the question or motion under discussion to be read at any time during the debate but not so as to interrupt a member while speaking.
45. The following matters and motions may be introduced orally without written notice and without leave except as otherwise provided by these rules:
 - (a) a point of order or personal privilege;
 - (b) presentation of petitions;
 - (c) to table (lay on the table);
 - (d) to postpone (defer) to a specific day;
 - (e) to move the previous question (immediate vote on the main motion).
46. The following motions may be introduced without notice and without leave but such motions shall be in writing and signed:
 - (a) to refer;
 - (b) to adjourn;
 - (c) to amend;
 - (d) to suspend the rules of procedure.
47. Except as provided in Paragraph 44 all motions shall be in writing and signed by the mover and seconder.
48. The Clerk and other officers may introduce matters to be dealt with by motion subject to the notice provisions set out in Paragraph 28.
49. Council may, from time to time, employ a confirming Resolution immediately prior to adjournment for the purpose of validating decisions or direction given which is minor in nature and not set out in a By-law or Resolution.
50.
 - (a) Unless otherwise authorized by the Chair, all members, staff and guests shall address Council through the chair and only when recognized to do so.
 - (b) When two or more members seek to address Council, the Chair shall designate the member who may speak first.
51. Any member may require the question or motion under discussion to be read at any time during the debate but not so as to interrupt a member while speaking.
52. The following matters and motions may be introduced orally without written notice and without leave except as otherwise provided by these rules:
 - (a) point of order or personal privilege;
 - (f) presentation of petitions;
 - (g) to table (lay on the table);
 - (h) to postpone (defer) to specific day;

- (i) to move the previous question (immediate vote on the main motion).
53. The following motions may be introduced without notice and without leave but such motions shall be in writing and signed:
- (e) to refer;
 - (f) to adjourn;
 - (g) to amend;
 - (h) to suspend the rules of procedure.
54. Except as provided in Paragraph 44 all motions shall be in writing and signed by the mover and seconder.
55. A motion to table (lay on the table) a particular matter removes the subject from consideration until Council votes to take it from the table. A matter can be tabled for a specific period of time or tabled indefinitely. A motion to take from the table is required to bring the matter before Council for consideration. A motion to table shall not be amended; not be debated; and apply to the main motion and any amendments thereto under debate at the time when the motion to table was made.
56. A motion to postpone (defer) is used to postpone discussion for a certain period of time. A motion to postpone (defer) a matter to a certain time shall be open to debate, however the debate shall be limited to the advisability of the proposed postponement; be amendable; and preclude amendment and debate of the preceding motion, unless to the motion to postpone to a certain time is resolved in the negative.
57. A motion to refer is used to give closer study of something. It is used to require a committee or staff to examine the matter under consideration in greater detail. A motion to refer should include the name of the committee or official to whom the matter is to be referred and instructions respecting the terms upon which the matter is to be referred, and, shall not be open to debate; be amendable; and preclude amendment and debate of the preceding motion, unless to the motion to postpone to a certain time is resolved in the negative.
58. A motion to reconsider a decided matter shall only be moved and seconded by two members who voted with the majority on the original motion.
59. A motion to reconsider a decided matter shall require the approval of two-thirds support of the whole Council. A motion to reconsider is not debatable; is not amendable; and cannot be considered if the action approved in the motion cannot be reversed.
60. Each member of Council shall be responsible for making a determination on how the member voted on a specific matter. The Clerk shall not record or note in the minutes how a member votes unless a request for a recorded vote is made.
61. No motion shall be reconsidered more than once during a period of twelve months following the date on which the question was decided.
62. No debate on a motion to reconsider a decided matter shall be permitted; however the mover of a motion to reconsider may provide or may make a brief and concise statement outlining the reasons for proposing such reconsideration.
63. If a motion to reconsider is decided in the affirmative at a meeting, then consideration of the original matter shall become the next order of business.
64. When a question is brought before a succeeding Council, it shall be deemed to be new business and not a matter of reconsideration.
65. The Clerk and other officers may introduce matters to be dealt with by motion subject to the notice provisions set out in Paragraph 28.

66. Council may, from time to time, employ a confirming Resolution immediately prior to adjournment for the purpose of validating decisions or direction given which is minor in nature and not set out in a By-law or Resolution.

Points of Order and Privilege

67. The Chair shall preserve order and decide questions of order.
68. The Council, if appealed to, shall decide the question without debate and its decision shall be final.

Enactment of By-laws

69. Every By-law when introduced shall be in printed form and shall contain no blanks except as may be required to conform to accepted procedure or to comply with the provisions of any Act.
70. By-laws shall be introduced in the section of the Agenda designated for the consideration of By-laws. By-laws listed on an Addendum may be considered at a Council meeting after the adoption of the Addendum.
71. Every By-law shall receive First Reading, Second Reading, and Third Reading by Council before being enacted, unless otherwise provided by law.
72. By-laws under consideration at a Council meeting may be taken collectively by unanimous vote of the members of Council present and entitled to vote. Following the vote to take the By-laws collectively, a member of Council shall not be permitted to request that one or more By-laws be taken separately, unless required by law or declaration of pecuniary interest.
73. Unless prohibited by law, By-laws may proceed to Third Reading at the same meeting provided First and Second Reading was supported by at least two-thirds majority vote of the members of Council present and entitled to vote.
74. Upon passage, By-laws shall be numbered, signed by the Chair and embossed with the seal of the Corporation.

Delegations

75. Individuals or groups wishing to appear before Council at a Regular Meeting shall advise the Clerk or Deputy Clerk in writing, stating the purpose for the delegation, not later than 4:30 p.m. on the Thursday prior to meeting.
76. The Clerk shall schedule no more than three delegations to address Council at any regular meeting, unless the delegations are in response to a notice of Council's intention to pass a by-law, in which case all of these delegations shall be scheduled.
77. When scheduling delegations to Council, the Clerk shall consider;
 - (a) the time when applications are received, so that priority is given to the earlier applications received: and
 - (b) whether this is the first delegation by this individual or group to Council, so that priority is given to individuals and groups which have not addressed Council previously.
78. Individuals or groups which are listed on an agenda or are otherwise approved to appear before Council shall be limited to not more than ten (10) minutes except that a delegation consisting of more than five (5) persons shall be limited to two (2) speakers speaking not more than fifteen (15) minutes in total.
79. Any person or group appearing before Council who had previously appeared on the same subject matter shall be limited to providing only new information in their second and any subsequent appearances.

80. The Chair may curtail any delegation, any questions of a delegation or debate during the presentation, for disorder or other breach of this by-law and if the Chair rules that the delegation is concluded, the person or persons appearing shall withdraw from the podium.
81. Upon the completion of a presentation by a delegation, any discourse between members of Council and the delegation shall be limited to members asking questions for clarification and obtaining additional, relevant information. Members of Council shall not enter into debate with the delegation respecting the presentation. After all questions have been put to the delegation, and before any motion is made, the delegation shall be asked to resume his or her seat in the gallery.

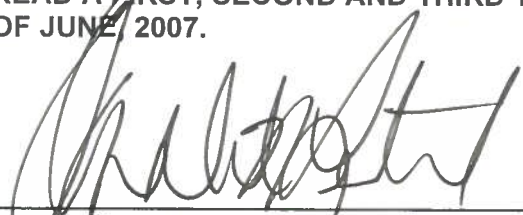
Ad hoc Committees

82. There shall be Ad hoc Committees as established by Council from time to time for consideration of matters within the jurisdiction of Council.
83. The Mayor shall be ex officio, a member of Ad hoc Committees and entitled to vote and to make motions and amendments.
84. Special Meetings of Ad hoc Committees may be called by the Chair whenever he or she considers it necessary. Prior to calling a Special Meeting, the chair will consult with the Recording Secretary.
85. The Chair of an Ad hoc Committee will be selected by the Ad hoc Committee.
86. The Recording Secretary shall be responsible for recording the actions and recommendations made at the Ad hoc Committee meetings and for forwarding a copy of the minutes to the Clerk.

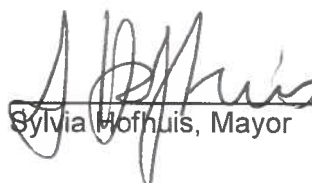
General

87. When the Mayor is absent on a temporary basis, under no circumstances shall the Council take a decision regarding capital spending unless provision for the capital spending is included in the estimates for that given year as approved by By-law or unless the expenditure is required as a result of an emergency.
88. In all matters and under all circumstances, the members shall be guided by and shall have regard to the *Municipal Conflict of Interest Act*, or any successor legislation.
89. Following a regular or new election, the Clerk shall provide each member of Council with a copy of this By-law, including any amendments thereto.
90. Any procedure under this By-law which is discretionary and not mandatory under statute may be suspended with the consent of a majority of the members present.
91. No amendment or repeal of this By-law or any part thereof shall be considered at any meeting of the Council, unless notice of the proposed amendment or repeal is given at a previous regular meeting of the Council and the waiving of notice is prohibited.
92. By-law 4 as amended is hereby repealed.
93. This By-law will come into force and effect the 1st day of July, 2007.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 25th DAY OF JUNE, 2007.



Donald N. Leitch, Clerk



Sylvia Hoffhuis, Mayor



The Corporation of the Municipality of
Central Elgin

BY-LAW 1228
Being a By-law to Amend By-law 984

WHEREAS notice of this proposed amending by-law has been given in accordance with section 91 of By-law 984;

AND WHEREAS Council wishes to amend By-law 984, its by-law respecting the proceedings of Council, respecting the approval of capital expenditures when the Mayor has been granted a leave of absence by Council;

NOW THEREFORE the Council of The Corporation of the Municipality of Central Elgin hereby enacts as follows:

1. By-law 984 is amended by adding the following new section:

87.1 Notwithstanding section 87, Council may take a decision on a capital expenditure not included in the estimates for that year as approved by By-law if the Mayor's absence from the meeting has been authorized by resolution of Council.

READ a FIRST and a SECOND TIME this 1st day of March, 2010.

READ a THIRD TIME and FINALLY PASSED this 1st day of March, 2010.

A handwritten signature in black ink, appearing to read 'Donald N. Leitch', written over a horizontal line.

Donald N. Leitch, Clerk

A handwritten signature in black ink, appearing to read 'Tom Marks', written over a horizontal line.

Tom Marks, Acting Mayor



The Corporation of the Municipality of
Central Elgin

BY-LAW 1238
Being a By-law to Amend By-law 984

WHEREAS notice of this proposed amending by-law has been given in accordance with section 91 of By-law 984;

AND WHEREAS Council wishes to amend By-law 984, its by-law respecting the proceedings of Council, respecting correspondence addressed to Council and by adding reference to Family Day to the by-law.

NOW THEREFORE the Council of The Corporation of the Municipality of Central Elgin hereby enacts as follows:

1. Section 4 of By-law 984 is amended by adding the following wording "Family Day" after the wording "If the Regular Meeting is scheduled for".

2. By-law 984 is amended by adding the following new sections:

- 10.1** Every item of correspondence intended to be presented to Council or a committee must be legible, signed by the author or authors, as the case may be, include the address of the author or authors, and must not contain, in the opinion of the Clerk, any defamatory allegations, impertinent or improper matter.
- 10.2** Before placing an item of correspondence on the agenda for a Council or committee meeting, the Clerk shall confirm the identity of the author or authors as the case may be. The correspondence shall not be placed on the agenda if the identity of the author or authors cannot be confirmed.
- 10.3** No person, except a member of Council or an authorized Municipal employee, shall before or during a meeting of Council, place on the desks of members or otherwise distribute any material whatsoever unless such person is acting with the approval of the Mayor or Clerk.
- 10.4** Correspondence, including emails, intended for Council or a committee is generally received as public information subject to the *Municipal Freedom of Information and Protection of Privacy Act*. The Clerk shall be advised of any confidential items, the general nature of the confidentiality and will determine whether the item meets identified criteria for confidential correspondence and whether it will be circulated within the public agenda, circulated under separate cover or provided in the confidential section of the agenda.
- 10.5** Every item of correspondence, written or otherwise, addressed to Council and included on an agenda and considered in open session of Council or committee thereof shall be deemed to be communication in the public domain.

READ a FIRST and a SECOND TIME this 10th day of May, 2010.

READ a THIRD TIME and FINALLY PASSED this 10th day of May, 2010.

Donald N. Leitch, Clerk

Tom Marks, Mayor



The Corporation of the Municipality of

Central Elgin

BY-LAW 1646 Being a By-law to Amend By-law 984

WHEREAS notice of this proposed amending by-law has been given in accordance with section 91 of By-law 984;

AND WHEREAS Council wishes to amend By-law 984, its by-law respecting the proceedings of Council, respecting the time for persons to submit requests for delegations to appear before Council;

NOW THEREFORE the Council of The Corporation of the Municipality of Central Elgin hereby enacts as follows:

1. Section 75 of By-law 984 is repealed and the following wording substituted:

75. Individuals or groups wishing to appear before Council at a Regular Meeting shall advise the Clerk or Deputy Clerk in writing, stating the purpose for the delegation, not later than 4:30 pm on the Wednesday prior to the meeting.

READ a FIRST and a SECOND TIME this 23rd day of September, 2013.

READ a THIRD TIME and FINALLY PASSED this 23rd day of September, 2013.

Donald N. Leitch, Clerk

R. William Walters, Mayor