



BY-LAW 21-18

**THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE**

**Being a by-law to amend the Procedural By-Law No. 19-13.**

WHEREAS Council, pursuant to Section 238 of the *Municipal Act*, 2001, as amended, has adopted By-Law No. 19-13 which establishes the procedures governing the Meetings of Council and Committees, the conduct of its Members and the calling of Meetings;

AND WHEREAS Council deems it expedient to amend the Township of The North Shore Procedural By-Law by undertaking corrections to reflect responsibilities associated with that of the Municipal Clerk;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE HEREBY ENACTS AS FOLLOWS:**

1. That the Procedural By-law be hereby amended as follows:

Section 2.1.1 Staff Attendance: The final sentence be deleted and be replaced with the addition of the following:

*Staff and Officers shall attend Meetings of Council when required by the Clerk.*

Section 4.4.3 Emergency Meetings: The first sentence be deleted and be replaced with the addition of the following:

*The Clerk will attempt to notify all Members and the appropriate staff about the Urgent Meeting in the most expedient manner available and as soon as possible.*

Section 4.6.1 Cancelled Meeting: The first sentence be deleted and be replaced with the addition of the following:

*A Meeting may be cancelled by the Head of Council, in consultation with the Clerk, in the following instances.*

Section 6.1.1 Agenda: The first sentence be deleted and be replaced with the addition of the following:

*It shall be the duty of the Clerk to prepare the Agenda of all Meetings in consultation with the Mayor.*

Section 6.1.9 Agenda: the first sentence be deleted and be replaced with the addition of the following:

*The Mayor and Clerk may decline to add items and/or Reports to an Agenda.*

2. This by-law shall come into effect on the date of its final passing.

**READ A FIRST, SECOND AND THIRD TIME ENACTED AND FINALLY PASSED THIS 21<sup>ST</sup> DAY OF APRIL, 2021**

Tony Meor, Mayor

Barbara Major, Interim Clerk