

## **COMMUNICATION 132016**

Received from Stacey Blair, Clerk  
Addressed to Committee of the Whole  
Date January 26, 2021  
Topic Procedural By-law Updates  
Striking Committee Composition  
Reading of Part Lot Control By-laws

### **SUMMARY**

Staff recommends amending Section 5.6.1 of Procedural By-law 117-2018 regarding the composition of the Striking Committee by replacing “of the Mayor, Deputy Mayor and the Member of Council who received the most votes in the Municipal Election for that term” with “all members of Council”.

As well, staff recommend that Section 9.1.2 be amended by adding the following text “...with the exception of Part Lot Control By-laws, which may be passed in a single motion”. Part Lot Control By-laws are administrative by-laws which tend to be numerous and can be efficiently dispensed with in a single motion.

### **BACKGROUND**

As a result of the recent vacancy on Council, vacancies were also created on the respective Town boards and committees on which Councillor Fritz served. These included:

- Mississippi Valley Conservation Authority
- Downtown Carleton Place Business Improvement Area Board of Management
- Police Services Board

Staff have been requested to bring forward a request to amend the Procedural By-law to compose the Striking Committee of all members of Council from the current composition of Mayor, Deputy Mayor and Councillor who received the most votes in the last election.

In addition, with numerous subdivisions and other development underway, the Town is seeing more Part Lot Control By-laws required due to the construction and sale of duplexes, semis and towns. These are administrative by-laws which can easily be dispensed with one motion to adopt all part lot control by-laws.

### **DISCUSSION**

The Striking Committee is defined in the Town’s Procedural By-law as “*a Committee of Council for the purpose of preparing recommendations for appointments to various Committees, Local Boards and external organizations and other duties as approved by Council.*” To change the structure of the Striking Committee, the Procedural By-law must be amended.

With respect to the passing of by-laws, Section 9.1.2 of the Town’s Procedural By-laws states “Every By-law shall be adopted in a single motion having been given three

readings simultaneously.” In order to deal with these by-laws more efficiently, staff recommends that an amendment to this section of the Procedural By-law be made to add the following at the end of section 9.1.2 “...with the exception of Part Lot Control By-laws, which may be passed in a single motion.”

The following steps must take place to amend the Procedural By-law:

*a) Notice of intention of proposed amendment or repeal has been given at a previous regular Meeting of Council; and*

*b) One notice in a local paper, a minimum of ten (10) days prior to passing the By-law is given.*

It should be noted that Section 13.2 of the By-law prohibits the waiving of this notice by Council.

### **STAFF RECOMMENDATION**

THAT staff be directed to proceed with the steps to amend the Procedural By-law in order that the Striking Committee be composed of all members of Council; and  
THAT Part Lot Control By-laws be permitted to be dispensed with in a single motion.