

City of Mississauga
Memorandum



Date: 2021/02/24
To: Chair and Members of Governance Committee
From: Sacha Smith, Manager, Legislative Services and Deputy Clerk
Meeting Date: 2021/03/01
Subject: Procedure By-law Review

Please be advised that staff will be undertaking a full review of the Council Procedure By-law 139-2013. The purpose of the review is to reorganize the By-law to include separate schedules for Council, Committees and the Committee of Adjustment Procedure By-law to provide ease of reference and clarity.

We anticipate that the staff review will be completed in the Fall, and a report to the Governance Committee with the new By-law. A Public Notice will be issued prior to the Committee's consideration of the by-law to ensure the public are aware of the new by-law.

In March, members of Council will be contacted to request comments on changes or issues with the existing By-law that should be addressed during the review. As the review progresses status updates will be provided to the Governance Committee.

A handwritten signature in black ink, appearing to read 'S. Smith', positioned above a horizontal line.

Sacha Smith, Manager, Legislative Services and Deputy Clerk