



THE CORPORATION OF THE CITY OF BRAMPTON

# BY-LAW

Number 232 - 2018

To amend Procedure By-law 160-2004, as amended,  
re: a new Committee Structure and Revised Meeting Procedures

WHEREAS By-law 160-2004 was passed pursuant to the Municipal Act, 2001, s. 238 to provide rules governing the order and proceedings of the Council and the committees of the Council of The Corporation of the City of Brampton;

AND WHEREAS pursuant to Council Resolution C284-2018, as approved by City Council at its December 4, 2018 meeting, it is deemed appropriate to amend By-law 160-2004, as amended;

NOW THEREFORE the Council of the Corporation of the City of Brampton enacts as follows:

That By-law 160-2004 is hereby further amended as follows:

1. Replace Section 2.5 (1) with the following:

## 2.5 Standing Committees

"The following Standing Committees are comprised of the Members of the Council, except the Mayor who shall be an ex-officio member of such committees, as follows:

- 1) Committee of Council, which shall be divided into four sections, each with a Member of Council appointed as Chair and as Vice-Chair(s), and each section to consider and make recommendations to Council for those matters identified:
  - **Community Services Section** – matters within the jurisdiction of the City's Community Services Department, including recreation services, transit services, fire services, as well as Service Brampton and corporate buildings, property services and real estate;
  - **Corporate Services Section** – matters related to services to the Corporation, including finance, administration, information technology, human resources, legal services, corporate operations, public relations and corporate communications; and also matters related to the enforcement of by-laws and municipal licensing matters;
  - **Economic Development and Culture Section** – matters related to economic development, including tourism, film, arts and culture, Small Business Enterprise Centre, competitive policy and business research, and advancing the City's economic development priorities;
  - **Public Works and Engineering Section** – matters within the jurisdiction of the City's Public Works and Engineering Department, including public works and infrastructure, engineering, construction and maintenance.

The agenda order for the committee sections may be established by Council resolution.”

2. Replace Sections 2.12 (1) and (2) with the following:

2.12 Conflicts of Interest

(1) “(a) A member shall declare a conflict of interest in accordance with and subject to the provisions of the *Municipal Conflict of Interest Act* and

- shall, prior to any consideration of the matter at a meeting, disclose the interest and the general nature thereof;
- shall not take part in the discussion of, or vote on any motion in respect of the matter; and
- shall not attempt in any way whether before, during or after the meeting to influence the voting on any such motion.

(b) At a meeting at which a member declares a conflict of interest, as soon as possible afterwards, the member shall file a written statement of the interest and its general nature with the clerk and the clerk shall maintain a registry of written statements for public inspection, in accordance with the *Municipal Conflict of Interest Act*.”

“(2) If the conflict under subsection (1) above is with respect to an item on a closed session agenda, in addition to complying with the requirements of subsection (1) above, the member shall forthwith leave the closed session or that part of the closed session during which the matter is under consideration, subject to the provisions of the *Municipal Conflict of Interest Act*.”

3. Replace portions of Sections 4.1 (1), (2) and (3)(a) with the following:

4.1 Format of Agenda

“(1) For each regular meeting of the Council, the Clerk shall have prepared and provided electronically where possible, an agenda with a list of all items to be considered in the following headings:”

“(2) For each special meeting of the Council, the Clerk shall have prepared and provided electronically where possible, an agenda with a list of items to be considered in the appropriate headings, but in any case shall include the following in the appropriate order:”


“(3) (a) For each regular or special meeting of a committee, the Clerk shall have prepared and provided electronically where possible, an agenda with a list of all items to be considered under such headings as may be established by the Clerk to effectively manage the business to be considered, but in any case, the agenda shall include the following in the appropriate order:”

READ A FIRST, SECOND AND THIRD TIME AND PASSED this 12<sup>th</sup> day of December, 2018.

Approved as to  
form.  
2018/Dec/12  
Denis Squires

Approved as to  
content.  
2018/12/11  
P. Fay

  
Patrick Brown, Mayor

  
Peter Fay, City Clerk