



THE CORPORATION OF THE UNITED TOWNSHIPS OF HEAD, CLARA & MARIA

BY-LAW NUMBER 2012-31

BEING a by-law to amend the Procedure By-law;

WHEREAS Section 238 of the *Municipal Act 2001 S.O. 2001, c. 25* as amended provides that every municipality and local board shall pass a procedure by-law for governing the calling, place, notice and proceedings of meetings;

AND WHEREAS it is desirable that there be rules governing the conduct, order and procedure of Council and its local boards and committees;

AND WHEREAS the Council of the United Townships of Head, Clara & Maria deems it important to amend the Procedure By-Law to facilitate meeting dates and times;

NOW THEREFORE the Council of the United Townships of Head, Clara & Maria enacts as follows:

1. **THAT** section 3.3 of the Procedure By-Law 2012-14 which states that "*Regular meetings of Council shall be held on the first and third Friday of each month at 2:00 p.m. or 14:00 h. unless Council, by resolution, directs otherwise,*" be modified by removing the words "*on the first and third Friday of each month at 2:00 p.m. or 14:00 h*" to be replaced with the words "*according to a calendar which shall be set annually by Council to call or schedule regular meetings for the year*".

READ a 1st time short and passed this 7th day of December 2012.

TAMMY LEA STEWART, REEVE

MELINDA REITH, CLERK