



REPORT

Council

Meeting Date: August 11, 2025

FROM: Clerk's Department

DATE: July 29, 2025

SUBJECT: By-law 2025-145, A by-law to amend Town of Oakville Procedure By-law 2025-064

LOCATION: Town-wide

WARD: Town-wide

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RECOMMENDATION:

That By-law 2025-145, a by-law to amend the Town of Oakville Procedure By-law 2025-064, be passed.

KEY FACTS:

The following are key points for consideration with respect to this report:

- Staff have reviewed the Procedural By-law and recognize that this change is a house keeping amendment to remove contradictory language under Sections 13.2 (1) and 14.3.

BACKGROUND:

Section 13.2(1) of the current Procedure By-law mandates the Chair to allow Members of Council to ask questions before any motion is accepted for consideration. If Members of Council are seeking information or clarification, they should inquire with staff as per the Council Staff Relations Policy.

Section 14.3 of the current Procedure By-law outlines the Motion Process and the steps for introduction and consideration of motions.

COMMENT/OPTIONS:

Removing Section 13.2(1) will improve meeting efficiency, reduce procedural redundancies, and allow for Members to ask questions at the appropriate time once a motion has been properly moved and seconded.

CONSIDERATIONS:

(A) PUBLIC

Notification of Council's intent to pass an amendment to the Procedure By-law has been published to the Town of Oakville website in accordance with the Public Notice and Engagement Policy.

(B) FINANCIAL

There are no financial implications associated with this report.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

The Procedure By-law impacts Members of Council and staff from all departments. The Legal department has been consulted in the development of the is report.

(D) COUNCIL STRATEGIC PRIORITIES

This report addresses the corporate strategic priority of accountable government.

(E) CLIMATE CHANGE/ACTION

This matter does not impact climate change.

APPENDICES:

Appendix A - By-law 2025-145, A by-law to amend Town of Oakville Procedure By-law 2025-064

Prepared by, recommended and
submitted by:

William Short
Town Clerk