

Mayor's Directive

Issued under O. Reg. 530/22 (Strong Mayor Powers)

Directive #1

Date: September 18, 2025

To: Chief Administrative Officer (CAO)

Subject: Dissolution of Committees and Establishment of Committee of the Whole

Authority

This directive is issued pursuant to the following:

- Municipal Act, 2001, s. 224 – Role of Head of Council
- Municipal Act, 2001, s. 229 – Responsibilities of the Chief Administrative Officer
- Municipal Act, 2001, s. 284.8 – Provincial Priorities: *"The head of council shall exercise the powers and duties of the head of council in respect of prescribed provincial priorities."*
- O. Reg. 530/22, s. 2(1)–(2) – Authority of the Mayor to establish committees and assign their functions
- Township of Killaloe, Hagarty and Richards Procedural By-law No. 16-2023

Directive

Effective immediately and continuing until amended or revoked under O. Reg. 530/22:

1. Dissolution of Committees
 - All Standing Committees and Ad Hoc Committees of Council are dissolved.
2. Establishment of Committee of the Whole
 - A Committee of the Whole is established as the sole committee of Council.
 - Membership shall consist of the Mayor and all Members of Council.
 - The Committee shall meet at the call of the Mayor or as otherwise scheduled in accordance with the Procedural By-law.
 - All matters previously referred to individual committees shall now be directed to and considered by the Committee of the Whole.
 - The Committee of the Whole will meet every month on the second Tuesday, or as necessary, to review, discuss, and make recommendations on municipal business prior to Council decisions.
 - The terms of reference for the Committee of the Whole shall align with the existing roles and responsibilities outlined in the Township's by-laws and procedural policies, ensuring that all members of Council are included in every discussion.
 - In accordance with O. Reg. 530/22, the Mayor shall preside as Chair of the Committee of the Whole. In the absence of the Mayor, the Deputy Chair shall preside in accordance with the Procedural By-law.
3. Implementation by Staff
 - Staff are directed to take all necessary administrative steps to implement this structure, including:
 - Updating meeting schedules, agenda formats, and public notices.
 - Redirecting any outstanding committee business to the Committee of the Whole.

4. Procedural By-law Update

- Staff are directed to prepare the necessary amendments to the Procedural By-law for Council's consideration and adoption at the next available opportunity to reflect the Committee of the Whole structure.
- Until such amendments are formally adopted, this Directive shall prevail in the event of any conflict with the current Procedural By-law.

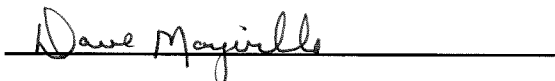
5. Clerk and Public Notice

- The CAO/Clerk shall circulate this directive to all Members of Council and senior staff without delay, and ensure it is posted to the Township's website or other public notice platform at the earliest opportunity.

Purpose

The purpose of this directive is to ensure an efficient, transparent, and streamlined governance structure by consolidating all committee work under the Committee of the Whole. This approach promotes openness, reduces duplication of staff effort, and ensures that every member of Council participates fully in all discussions in a manner visible and accessible to the public. It also ensures that Council's committee structure supports provincial priorities under s. 284.8 of the *Municipal Act, 2001*.

Effective Date: This directive takes effect immediately and remains in force until amended or revoked.

A handwritten signature in cursive script, reading "Dave Mayville", is written over a solid horizontal line.

Dave Mayville, Mayor
Township of Killaloe, Hagarty and Richards