

Overview:

On March 19, 2020 the Municipal Act, 2001, as amended, was amended by the *Municipal Emergency Act, 2020*, to provide that, any period where an emergency has been declared to exist under section 4 or 7.0.1 of *the Emergency Management and Civil Protection Act*, members of councils, local boards and committees who participate electronically in open and closed meetings may be counted for purposes of quorum.

In order to allow electronic participation and to include the members present in the electronic meeting to count towards quorum, it is necessary for Council to amend the Procedural By-law.

Conclusion:

Attached is a draft by-law to amend the Procedural By-law. The changes are as follows:

- Add a definition of electronic meeting;
- Delete the existing subsection 2.7 Recording Devices – Not Permitted in its entirety and replace it with a new subsection 2.7 to note about recording and livestreaming of meetings. As well as add a Schedule 'B' to the original By-law to outline policies regarding recording and broadcasting of meetings
- Add a new subsection 2.8 to allow members participating electronically during an emergency to be counted towards quorum;
- Add a subsection to Section 4 – Notice of Meetings to allow for the cancellation of Meetings. This subsection would have been helpful during this emergency situation because the postponement of meetings provision was not sufficient.

Staff are currently working on a strategy to be able to implement measures for virtual council meetings so that during this emergency situation Council can continue to conduct regular meetings.

Recommendation:

That the Clerk/Planning 2020-18 report, dated March 25, 2020, regarding Amending the Procedural By-law – Electronic Participation during Emergencies be received, that the By-law to amend the Procedural By-law be passed at the appropriate time during this meeting, that Council resume regularly scheduled Council meetings starting April 21, 2020 electronically until the emergency situation has ended and that the public be notified of the method of the meeting on the agenda which will be posted on the Township's website.

Financial Impact: There may be a cost to combine virtual meetings with eScribe, but the cost is unknown at this time.

Strategic Plan Applicability: N/A

Sustainability Plan Applicability: N/A

Report Approval Details

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| Document Title: | Amend Procedural By-law - Electronic Participation during Emergencies.docx |
| Attachments: | - 2018-09 - Procedural By-law.pdf - 2020-18 - Amend Procedural By-law - electronic participation during emergency.pdf |
| Final Approval Date: | Apr 1, 2020 |

This report and all of its attachments were approved and signed as outlined below:

Martina Chait-Hartwig

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