

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.

At that time, Council passed a by-law to amend the Procedure By-law to allow for such. Since April, the Township has been holding electronic council meetings using Zoom and livestreaming the meetings on YouTube. This process seems to be working quite well for the Township and, from the number of views of the meetings on YouTube, it appears the public is making use of this practice.

On July 21, 2020 the Municipal Act, 2001, was further amended, to provide that, members of councils, local boards and committees who participate electronically in open and closed meetings may be counted for purposes of quorum and to allow for a member of council to appoint another member of council as a proxy to act in their place when they are absent. An emergency declaration is no longer required to count members participating electronically for the 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. If Council would like further information on proxy voting, staff can provide a report at a later date.

Conclusion:

Attached is a draft by-law that amends the procedure by-law to allow meetings to take place electronically or in council chambers; the agenda that is posted on the Township's website will indicate whether the meeting will be held electronically. It also includes a provision to allow members that are participating electronically to be counted towards quorum.

Recommendation:

That the Clerk/Planning-2020-35 report, dated July 27, 2020, regarding Amending the Procedural By-law – Electronic Participation be received and that the By-law to amend the Procedural By-law be passed at the appropriate time during this meeting.

Financial Impact: The Township is currently using zoom to host electronic meetings. There is a monthly fee of \$20 to use this system.

Strategic Plan Applicability: N/A

Sustainability Plan Applicability: N/A

Report Approval Details

Document Title:	Amending the Procedural By-law – Electronic Participation.docx
Attachments:	- 2020-40 - Amend Procedural By-law - electronic participation for meetings.docx
Final Approval Date:	Jul 28, 2020

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

Martina Chait-Hartwig