

COMMUNICATION 131046

Received From: Stacey Blair, Clerk
Addressed To: Emergency Council Meeting
Date: March 25, 2020
Topic: Bill 187 - Amendment to Procedural By-law 117-2018
The Municipal Emergency Act

SUMMARY

Bill 187, *the Municipal Emergency Act* (the Act) provides municipalities more flexibility by providing electronic participation options for Council and Committee meetings during a declared emergency. Such an emergency would have to be declared under the *Emergency Management and Civil Protection Act*.

The Municipal Act states in Section 238, (3.4) that a municipality may hold a special meeting to amend their Procedural By-law for the purpose of making an amendment to allow electronic participation during a declared emergency

DISCUSSION

To participate in meetings electronically, Council is required to amend the Town's Procedural By-law 117-2018, to:

- Allow the use of electronic participation at meetings;
- State whether members can participate in both open and closed meetings; and
- State whether members participating electronically count towards quorum.

It is up to Council's discretion to choose the technology used for such meeting and ensure the meetings can be open to the public.

Meetings under the new provisions are still be required to follow existing meeting rules including:

- Providing of notice of meetings to the public;
- Maintaining meeting minutes; and
- Ensuring meetings will continue to be open to the public (subject to exceptions made in the *Municipal Act*).

Of note, some local boards, such as police services and library boards, are not covered under Bill 187.

STAFF RECOMMENDATION

THAT Procedural By-law 117-2018 be amended to allow for Council, Local Boards and Committees to hold electronic meetings in the event of a municipal or provincially declared emergency.