



By-law 2020-PB-01 to
Amend Procedural By-law
19-13

*The Corporation of the Township of the
North Shore*

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THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE

By-law No. 2020-PB-01

Being a By-law to amend Procedural By-law 19-13 with respect to Electronic Participation in Council Meetings.

WHEREAS Council, pursuant to section 238 of the *Municipal Act, 2001*, has adopted By-law 19-13 to establish the procedures governing the Meetings of Council and Committees, the conduct of its Members and the calling of Meetings;

AND WHEREAS this by-law is intended to, and may be interpreted to apply to, Council, Committee and Local Board meetings as the case may be;

AND WHEREAS on July 21, 2020, the *COVID-19 Economic Recovery Act, 2020* was passed to amend the *Municipal Act, 2001* such that a Municipality's procedure by-law may permit Councillors to participate electronically in both open and closed meetings and for those Councillors to be counted in determining quorum when participating electronically;

Version 1.00 (July 27, 2020)

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NOW THEREFORE the Council of the Corporation of the Township of the North Shore hereby enacts as follows:

- 1. By-Law 20-08 is repealed;
- 2. By-Law 19-13 is amended as follows:
Section 4.7 Electronic Participation is hereby added;
4.7 **Schedules E and F** relating to Electronic Participation in Council Meetings, form part of this By-Law.
- 3. This by-law shall be deemed to have come into effect on ~~July 21~~, 2020. ^{September 2, A.P.}
- 4. This by-law shall come into force upon final passing.

TAKEN AS READ A FIRST TIME THIS 2 DAY OF ~~JULY~~ ^{September, A.P.} 2020.
 READ A SECOND TIME THIS 2 DAY OF ~~JULY~~ ^{September, A.P.} 2020.
 READ A THIRD TIME AND FINALLY PASSED THIS 2 DAY OF ~~JULY~~ ^{September, A.P.} 2020.



 Acting Mayor, Melody Rose



 Acting Clerk, Peggy Young-Lovelace

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Schedule E

Electronic Participation in Council Meetings

1. Pursuant to Section 238 (3.3) of the *Municipal Act, 2001* (as may be amended from time to time), Members of Council, Committees or Local Boards may participate in meetings electronically;
2. When a Member is participating electronically, they may be counted in determining whether or not a quorum of Members is present at any time during the meeting;
3. Members participating electronically may participate in meetings that are closed to the public;
4. The Head of Council or delegate may chair a meeting electronically;
5. The Clerk may clerk the meeting electronically;
6. Meetings may proceed even though any or all Members and/or the Clerk are participating electronically.

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Schedule F
Electronic Public Meetings

1. Pursuant to Section 236(1) of the *Municipal Act, 2001* (as may be amended from time to time), Council may hold its meetings at any convenient location within or outside the municipality. Therefore, Council may hold meetings that are only open to the public by live-streaming those meetings on an appropriate internet based platform that is generally available to members of the public (“Electronic Meetings”). Should internet services not exist, Electronic Meetings may be held by telephone conference or other available electronic means;

2. In deciding to hold an Electronic Meeting, Council shall consider, among other factors, whether health and safety issues dictate that members of the public should not gather together in Council chambers including, but not limited to, cases of epidemic or pandemic. When Council makes this decision, the reasons for the decision not to permit physical attendance of the public shall be recorded in the minutes. Council shall have regard to recommendations and advice from the applicable authority including but not limited to the Provincial Government or Public Health officials;

3. If Council decides to hold an Electronic Meeting, the web link, phone number or other electronic connection data to access the meetings will be published on the Municipality’s website and in the meeting agenda. Should circumstances exist that the Municipality’s website is not available, notice shall be provided in a manner that will provide access to the largest number of ratepayers possible in the circumstances.

4. If Council holds an Electronic Meeting, the meeting will be recorded and the recording of the open session of the meeting will be posted on the Municipality’s website as soon as practical.

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