

Township of Southgate
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Staff Report CL2020-030

Title of Report: CL2020-030- Procedural By-law and Electronic Participation Policy Approval
Department: Clerks
Branch: Legislative and Council Services
Council Date: October 7, 2020

Recommendation:

Be it resolved that Council receive Staff Report CL2020-030 as information; and
That Council approve By-law 2020-115 being a by-law to adopt an Electronic Participation Policy No. 86; and
That Council waive Procedural By-law Section 30.1 to allow for a repeal of the current Procedural By-law without public notice; and
That Council approve Procedural By-law 2020-120 as presented.

Background:

At the September 16, 2020 Council meeting, staff brought forward a draft electronic participation policy in accordance with Bill 197, COVID-19 Economic Recovery Act, to allow for electronic meetings to continue outside of a declared emergency. Staff were directed to bring forward amendments to the Procedural By-law to include electronic participation. Please refer to [Staff Report CL2020-029](#) for full background information.

Staff Comments:

Staff have brought forward amendments to the Procedural By-law that include provisions surrounding electronic participation and the addition of public meetings and are recommending approval of the by-law as presented. Staff are also recommending final approval of the electronic participation policy. The only changes to the policy since its draft form, is the addition of reference to Public Meetings within the policy.

Staff are asking that Council consider waiving Section 30.1 of the current Procedural By-law which prohibits an amendment or repeal of the Procedural By-law without public notice as Council has been participating electronically since April, 2020 and no other significant changes to the by-law are being proposed.

Both By-law 2020-115 – Electronic Participation Policy No. 86 and By-law 2020-120 – Procedural By-law are items on the agenda for approval following this report.

Financial Implications:

There are no financial implications as a result of this report. Annual subscriptions for the video and tele-conferencing system will be maintained at a minimal cost to the Township.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public. Strategic Initiatives 6-E – The Township will continue to utilize the best possible on-line public meeting software to report on Council meeting agendas and minutes to engage Southgate residents in Municipal business and decision making.

Concluding Comments:

That Council approve By-law 2020-115 being a by-law to adopt an Electronic Participation Policy, that Council waive Procedural By-law Section 30.1 to allow for a repeal of the current Procedural By-law without public notice and that Council approve the Procedural By-law 2020-120 as presented.

Respectfully Submitted,

Dept. Head: *Original Signed By*
Lindsey Green, Clerk

CAO Approval: *Original Signed By*
Dave Milliner, CAO

Attachments: None