

Bill No. 238
2020

By-law No. CPOL.-_____

A by-law to enact a Council Policy entitled
“Electronic Participation of Council Members at
Council and Standing Committee meetings.”

WHEREAS section 5(3) of the *Municipal Act, 2001*, S.O. 2001, C.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001*, S.O. 2001, C.25, as amended, provides a municipality with the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority;

AND WHEREAS the Council of The Corporation of the City of London wishes to enact a Council Policy entitled “Electronic Participation of Council Members at Council and Standing Committee meetings” to set out the parameters for the electronic participation of Council Members at Council and Standing Committee meetings, for both open and closed sessions as provided for in the *Municipal Act, 2001*;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. The policy entitled “Electronic Participation of Council Members at Council and Standing Committee meetings”, attached hereto as Schedule “A” is hereby adopted.
2. This by-law shall come into force and effect on the date it is passed.

PASSED in Open Council on August 25, 2020

Ed Holder
Mayor

Catharine Saunders
City Clerk

First Reading – August 25, 2020
Second Reading – August 25, 2020
Third Reading – August 25, 2020



London
CANADA

Policy Name: Electronic Participation of Council Members at Council and Standing Committee meetings

Legislative History: n/a

Last Review Date: August 10, 2020

Service Area Lead: City Clerk

1. Policy Statement

1.1 This policy sets out the parameters for the electronic participation of Council Members at Council and Standing Committee meetings, for both open and closed session. The Council Procedure By-law sets out the parameters for the electronic participation of Elected Officials at Council and Standing Committee meetings during a period of a declared state of emergency.

2. Definitions – in accordance with the Council Procedure By-law

2.1 Electronic Participation – shall mean the participation of a Council member remotely, via electronic means including telephone, who shall have the same rights and responsibilities as if the Member was in physical attendance.

2.2 Closed Session – shall mean any portion of a Council or Standing Committee meeting that is not open to the public, and held in accordance with Section 239 of the Municipal Act 2001.

2.3 Member – shall mean a member of the Council.

2.4 Meeting – shall mean a regular, special or other meeting of the Council or standing committee and shall include meetings in closed session.

3. Applicability

3.1 This policy applies to Council Members.

4. The Policy

4.1 Members may be permitted to participate in Council and Standing Committee by electronic participation, when they are unable to attend the meeting in person.

- a) A member requiring to participate electronically shall be required to provide the City Clerk with a minimum of 24 hours' notice of their intention.
- b) The meeting Chair shall not be permitted to participate electronically.
- c) The permitted participation in meetings electronically shall include closed session for Council and Standing Committees.
- d) Meeting record(s) shall reflect which members attended electronically and which members attended physically.

4.2 The administration of electronic participation shall be at the discretion of the City Clerk, recognizing that technology and requirements will vary from time-to-time. This shall include the means by which Members shall vote.