

## THE MUNICIPALITY OF LAMBTON SHORES

**Report CL 37-2021**

**Council Meeting Date: December 21, 2021**

**TO:** Mayor Weber and Members of Council  
**FROM:** Stephanie Troyer-Boyd, Clerk  
**RE:** Amend Procedural By-Law – Electronic Meeting Participation

**RECOMMENDATION:**

**THAT** Report CL 37-2021 “Amend Procedural By-Law – Electronic Meeting Participation” be received; and

**THAT** By-Law 100-2021 be approved.

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**SUMMARY**

This report proposes an amendment to the current Procedural By-Law to allow for electronic meeting participation outside of a declared emergency.

**BACKGROUND**

Council is aware that the Province of Ontario enacted the Municipal Emergency Act, 2020 on March 19, 2020 to amend the Municipal Act to allow meetings to be held electronically during a declared emergency. The Act was further amended on July 8, 2020, through Bill 197, to allow for electronic meetings at any time and not only during declared emergencies.

Council amended the Procedural By-Law in April 2020 to allow for electronic meetings during a declared emergency. Lambton Shores benefitted from this procedural change at various periods of time throughout the declared emergency. The Lambton Shores Emergency Declaration was terminated on October 29, 2021 and therefore the ability to meet electronically is no longer an option in accordance with the current Procedural By-Law. Staff is cognizant that there may be a need to consider electronic meetings in the future and would advise an amendment to the Procedural By-Law allowing for a shift to electronic meetings available outside of a declared emergency if necessary.

Staff have considered both fully electronic participation meetings and hybrid meetings (with a mix of electronic and in person attendees) and, at this point, must recommend that an amendment to the Procedural By-Law allows for full electronic participation without a hybrid option. Although the ability to have a hybrid meeting exists in current legislation, Lambton Shores does not have the technology in the current Council meeting location to support hybrid meetings. Council meetings will continue to be webcast through our website for viewing by the public. Since meetings have been

available electronically, there has been increased public interest in Council meetings and is a successful way to engage the public, provide an accessible option and offer continued transparency of municipal business.

### **ALTERNATIVES TO CONSIDER**

An amendment to the Procedural By-Law would allow for electronic meetings outside of a declared emergency. Without an amendment, Council will not have the ability to meet electronically.

### **RECOMMENDED ACTIONS**

Staff recommend an amendment to the Procedural By-Law to allow for electronic meeting participation.

### **FINANCIAL IMPACT**

None.

### **CONSULTATION**

Steve McAuley, CAO