



Report to Council

Department: Office of the CAO
Division: Legal and Legislative Services
Date: May 16, 2022
Prepared by: Robert W Auger, Town Solicitor/Clerk
Report Number: That Legal and Legislative Services-2022-24
Subject: Amendments to Procedural By-Law and Electronic Participation in Meetings
Number of Pages: 3

Recommendation(s)

That Legal and Legislative Services-2022-24 entitled Amendments to Procedural By-Law and Electronic Participation in Meetings be received

That By-law 2159 Being a by-law to provide Rules of Procedure for the Conduct of Meetings of the Municipal Council and its Committees and Boards be read a first, a second, a third time and be finally passed this 16th date of May 2022., and

That By-law 1926 be repealed accordingly.

Purpose

To reflect updated proposed amendments to the Procedural By-law relating to the holding of Council Meetings and electronic participation as a result of the Town's termination on May 2, 2022 of the Declaration of Emergency made in March 2020 in response to the COVID-19 pandemic.

Council approval via by law is required in order to make any amendments to its procedural by-law pertaining to the meetings of Council and its committees

Background and Discussion

At its May 2, 2022 Regular Meeting Council received Legal and Legislative Services-2022-16 (attached hereto as Schedule "A") entitled Procedural By-Law and Electronic Participation in Meetings in which Council was asked if it endorsed the status quo provisions of the procedural by-law relating to electronic participation in meetings or if it wished to provide additional direction(s) relating to proposed amendments to the procedural by-law in reference to electronic participation in meetings post declaration of emergency. After deliberation and discussion at that May 2, 2022 meeting Council directed the Clerk to return to Council with proposed amendments to the current Procedural by-law reflective of that Council discussion and deliberation that took place at the May 2 meeting.

As a result attached hereto as Schedule "B" are proposed amendments (in red-line) to the current procedural By-law (By-law 1926) to reflect the Council discussion and deliberations that took place at the May 2 Council meeting together with a couple of minor incidental amendments. It is recommended (assuming Council is agreeable to the proposed changes) that instead of a further amending by-law to By-law 1926 it might be more efficient to have the current Procedural By-law 1926 simply repealed and replaced with a new consolidated by-law that incorporates these latest changes. As a result attached hereto as Schedule "C" for Council's consideration is By-law 2159 Being a by-law to provide Rules of Procedure for the Conduct of Meetings of the Municipal Council and its Committees and Boards.

Financial Impact

The potential financial impacts or costs associated with changes relating to Electronic Participation in Council Meetings were previously provided and noted at the May 2, 2022

Regular Meeting Council by way of Report Legal and Legislative Services-2022-16 as received by Council and attached hereto as Schedule "A".

Consultations

Chief Administrative Officer

Deputy Clerk

Link to Strategic Priorities

- Manage, invest and plan for sustainable municipal infrastructure which meets current and future needs of the municipality and its citizens.
- Create a safe, friendly and inclusive community which encourages healthy, active living for people of all ages and abilities.
- Provide a fiscal stewardship and value for tax dollars to ensure long-term financial health to the municipality.
- Manage responsible and viable growth while preserving and enhancing the unique rural and small town character of the community.
- Improve the experiences of individuals, as both citizens and customers, in their interactions with the Town of Essex.
- Improve the Town's capacity to meet the ongoing and future service needs of its citizens while ensuring the corporation is resilient in the face of unanticipated changes or disruptions.

Report Approval Details

Document Title:	Amendments to Procedural By-Law - Legal and Legislative Services-2022-24.docx
Attachments:	<ul style="list-style-type: none">- Schedule A Legal and Legislative Services-2022-16 May 2 2022.pdf- Schedule B Draft Amendments to Procedural By-Law .pdf- Schedule C Consolidated Procedural By-law By-Law No. 2159 May 16 2022.pdf
Final Approval Date:	May 11, 2022

This report and all of its attachments were approved and signed as outlined below:



Doug Sweet, Chief Administrative Officer - May 11, 2022 - 8:19 AM