

**TOWNSHIP OF SOUTH FRONTENAC
BY-LAW 2020-18**

**BEING A BY-LAW TO AMEND SCHEDULE A OF BY-LAW 2017-76 TO ALLOW FOR
ELECTRONIC PARTICIPATION BY COUNCIL MEMBERS AT COUNCIL MEETINGS.**

WHEREAS Bill 187, the Municipal Emergency Act amended the Municipal Act, 2001, provide that, during emergencies, should they choose to, members of councils, local boards and committees who participate electronically in open and closed meetings may be counted for purposes of quorum;

AND WHEREAS the Council of the Township of South Frontenac deems it wise and expedient to allow for electronic participation in Council meetings;

AND WHEREAS Bill 187 has provided that Section 238 of the Municipal Act, 2001 is amended by adding the following subsections: Electronic participation, emergencies (3.3) The applicable procedure by-law may provide that, during any period where an emergency has been declared to exist in all or part of the municipality under section 4 or 7.0.1 of the Emergency Management and Civil Protection Act, (a) despite subsection (3.1), a member of a council, of a local board or of a committee of either of them who is participating electronically in a meeting may be counted in determining whether or not a quorum of members is present at any point in time; and (b) despite subsection (3.2), a member of a council, of a local board or of a committee of either of them can participate electronically in a meeting that is closed to the public. Same, procedure by-law (3.4) A municipality or local board may hold a special meeting to amend an applicable procedure by-law for the purposes of subsection (3.3) during any period where an emergency has been declared to exist in all or part of the municipality under section 4 or 7.0.1 of the Emergency Management and Civil Protection Act and despite subsection (3.1), a member participating electronically in such a special meeting may be counted in determining whether or not a quorum of members is present at any time during the meeting.

NOW THEREFORE BE IT RESOLVED THAT Sections 1, 2 (d) and (e) 4 (a) of Schedule A of By-law 2017-76 be amended to include the electronic participation of Council members for the purposes of being counted towards having quorum.

This By-law shall come into force and take effect on the date of its passing.

Read and first and second time this 14 day of April, 2020.

Read a third time and finally sealed this 14 day of April, 2020.

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH FRONTENAC**



Ron Vandewal, Mayor



Angela Maddocks, Clerk

BY-LAW 2020-18
Amendment to Schedule A of By-law 2017-76

1 - DEFINITIONS

- v) **ELECTRONIC PARTICIPATION** - shall mean the participation in a meeting by means of telephone conferencing, or use of "skype" along with the use of iPads and the CivicWeb portal.

2 - MEETINGS

- a) **MEETING LOCATION** - All meetings of Council shall be held at the municipal complex, 4432 George Street, Sydenham, Ontario, unless otherwise stipulated as permitted under Bill 187, the Municipal Emergency Act allowing for electronic participation by Council members and staff.
- e) **CONVENING MEETINGS** - Unless otherwise stipulated, Council shall meet at 7:00 p. m. on the first and third Tuesday in each month from January to December inclusive with the exception of the months of July and August when only one meeting will be held each month, on the first Tuesday of the month. In the case of meetings being convened under the authority of Bill 187, the Municipal Emergency Act, the Clerk will notify members of the public through the events calendar on the township website and through the CivicWeb Portal if there is a change in the date or time of any Committee of the Whole or Council meeting.

4 – QUORUM AND PRESIDING OFFICER

- a) **REGULAR MEETINGS** - As soon as there is a quorum, either in person or via electronic participation after the hour fixed for the meeting, the Presiding Officer will assume the role as Chair and call the members to order. The Clerk will then take note of attendance.
- b) **TIME LIMIT** - The time limit for a quorum is 30 minutes after the time appointed for the meeting. If no quorum is present after 30 minutes, the Council or Committee will stand adjourned until the next regular day of meeting or until a special meeting is called. The special meeting will deal with the matters intended to be addressed at the adjourned meeting. The Clerk will record the names of the members present at the expiration of the time limit and append this record to the next agenda.

As permitted by Bill 187, the Municipal Emergency Act, Electronic participation will be permitted and counted as attendance by members of Council at Council and Committee meetings in order to participate under section 4 or 7.0.1 of the Emergency Management and Civil Protection Act and despite subsection (3.1), a member participating electronically in such a special meeting may be counted in determining whether or not a quorum of members is present at any time during the meeting.

6 – MOTIONS

- d) **VOTING** – When electronic participation in a Council meeting is permitted, the Chair shall ask if any member wishes to oppose the proposed resolution/motion. If a member indicates that they oppose the motion by way of a verbal "no" or other remark, then a recorded vote shall be conducted on the said motion/resolution so that the Clerk can accurately document the way in which each Councillor votes on each matter. If there is no opposition to the proposed motion then the motion will be considered "carried" and the Chair will state this verbally.