



City of  
**Peterborough**

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**To:** Members of the General Committee

**From:** John Kennedy, City Clerk

**Meeting Date:** September 14, 2020

**Subject:** Report CLSCLK20-013  
Procedure By-law Amendment – Electronic Meetings

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## **Purpose**

A report to propose changes to the City of Peterborough Procedure By-law regarding electronic meetings outside of a declared emergency.

## **Recommendation**

That Council approve the recommendation outlined in Report CLSCLK20-013 dated September 14, 2020 of the City Clerk, as follows:

That the draft Procedure By-law, attached as Appendix A, be approved.

## **Budget and Financial Implications**

There are no direct budget or financial implications as a result of the recommendations.

## **Background**

Bill 197, COVID-19 Economic Recovery Act, 2020 (the Act) reached royal assent on July 21, 2020. This omnibus legislation amends twenty provincial statutes including the **Building Code Act, the Planning Act, the Development Charges Act, the Municipal Act, the Ministry of Municipal Affairs and Housing Act, the City of Toronto Act and the Environmental Assessment Act.**

Schedule 12 of the Act amends section 238 of the **Municipal Act**, entitled Procedure By-law, to enable municipalities to update their procedure by-law to allow for a member of council, of a local board or of a committee of either of them, to participate electronically in a meeting to the extent and in the manner set out in the by-law. Further, the member participating electronically may be counted in determining whether or not a quorum of members is present at any point in time and the member may participate in a meeting that is open or closed to the public.

Section 33 of Procedure By-law 19-029 permits electronic meetings during an emergency declared by either the province or the municipality, under the authority of the **Emergency Management and Civil Protection Act**. The provisions in Bill 197 are intended to provide municipalities the flexibility for members of Council to meet electronically outside of a declared emergency. Section 34 of the draft by-law proposes to enable a member of Council to participate in a meeting of Council electronically. Staff recommend the draft by-law, attached to Report CLSCLK20-013, be approved to permit one or more members of Council to participate electronically in meetings of Council and its Standing Committees, when required.

## Summary

Bill 197 assists in making it possible for municipal Councillors to conduct business electronically, outside of a declared emergency. Staff recommend updating Procedure By-law 19-029 to provide the flexibility to permit members of Council to participate electronically in meetings. The proposed amendments to the Procedure By-law are associated with Standing Committees of Council and Council meetings.

Submitted by,

John Kennedy  
City Clerk

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Attachments:  
Appendix A – Draft Procedure By-law