

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2020-025

**By-law to amend By-law 2014-91
Being a By-law to govern the proceedings of Council,
the conduct of its members and the calling of meetings**

WHEREAS the Municipal Act, section 238 (3.1) was amended to allow for electronic participation at public council meetings;

AND WHEREAS the Council of the Corporation of the Town of Amherstburg hereby deems it expedient to amend By-law 2014-91, being a by-law to govern the proceedings of Council, the conduct of its members and the calling of meetings, for the reason of electronic participation during a pandemic emergency;

NOW THEREFORE the Council of the Corporation of the Town of Amherstburg hereby enacts as follows:

1. By-law 2014-91 is hereby amended under Section 1 – Definitions to include the following definition:

“Electronic Participation” shall mean that a member of council, can participate electronically in a meeting which is open to the public to the extent and in the manner set out in the by-law provided that any such member shall not be counted in determining whether or not a quorum of members is present at any point in time.

2. By-law 2014-91 is hereby amended under Section 3 – Council Meetings to include the following:


3.10 Members may participate in meetings electronically only during a pandemic emergency only, subject to the following:

- a. Electronic Participation in a meeting is available only for meetings of Council that take place in the Council Chamber, Town Hall, 271 Sandwich Street South, Amherstburg, Ontario.
- b. Electronic Participation may only be requested while a member is in self-isolation or quarantined with a pandemic virus.
- c. Requests for Electronic Participation must be made to the Clerk in writing at least two (2) business days before the meeting.
- d. No more than three Members may participate in the same meeting electronically.
- e. Members may not participate electronically in any meeting that is closed to the public.

- f. A Member participating in a meeting electronically shall be considered to be present at such meeting but shall not be counted towards quorum.
 - g. The Chair must be present in person at a meeting.
3. By-law 2014-91 is hereby amended under Section 8 – Duties of Council to include the following:
- 8.14 The following practices will be followed when a Member participating in a meeting electronically:
- a. The Member shall be available at least thirty (30) minutes before the beginning of the meeting to assist staff in establishing the electronic connection.
 - b. The Member will mute his or her electronic device when he or she is not speaking.
 - c. The Chair will canvass the Member about their intention to speak to a matter on the floor and will notify the Member when it is his or her turn to speak.
 - d. After putting a motion to a vote, the Member will be required to identify verbally how he or she wishes to vote.
 - e. A Member shall inform the Chair about his or her intentions to leave the meeting either on a temporary or permanent basis.
 - f. A Member will be deemed to have left the meeting when they are no longer electronically connected to the meeting.
 - g. In the case of a loss of connection, or any connection issue which impedes the ability of a Member to participate in the meeting in real time, the meeting will continue without attempts by either staff or the Member(s) to reconnect.

Read a first, second and third time and finally passed this 16th day of March, 2020.


MAYOR – ALDO DICARLO


DEPUTY CLERK – PAULA PARKER
Tammy Fowkes 