

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2020-26**

**“A BY-LAW TO AMEND BYLAW 2019-15 BEING A BYLAW TO GOVERN THE  
PROCEEDINGS OF COUNCIL AND COMMITTEES OF COUNCIL”**

**WHEREAS** pursuant to Subsection 238(2) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, requires every municipality to pass a procedure by-law for governing the calling, place and proceedings of meetings; and

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal passed Bylaw 2019-15, being a bylaw to govern the proceedings of Council and Committees of Council on April 22, 2019; and

**WHEREAS** the Province of Ontario enacted the *Municipal Emergency Act, 2020*, on March 19, 2020, which amended the *Municipal Act, 2001*, to provide that during emergencies, the Municipal Council may choose to amend the procedural bylaw to permit electronic participation for members of council, local boards and committees; and

**WHEREAS** members of council, local boards and committees may choose to participate electronically in open and closed meetings and may be counted for the purposes of quorum; and

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal deems it expedient to amend Bylaw 2019-15 to permit Council and Committee of Council to meet via electronic means during periods 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*.

**NOW THEREFORE** the Council of the Corporation of the Township of Edwardsburgh/ Cardinal enacts as follows:

1. That Procedural Bylaw 2019-15 be amended by adding the following subsection within the General Provisions:

“Electronic Participation During Declared Emergencies”

2. That Procedural Bylaw 2019-15 be amended by adding Section 107, as follows, under the Electronic Participation During Declared Emergencies subsection.

“107. To participate in all meetings of Council or Committee of Council, members must be physically present in the chambers designated for this purpose except 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.

As per Section 238(3.3) of the *Municipal Act, 2001*, a member of Council, of a Local Board or of a Committee who is participating electronically in a meeting may be counted in determining whether or not quorum of members is present at any point in time.

A member of Council, of a Local Board or of a Committee can participate electronically in a meeting that is closed to the public. Members will be responsible to take all reasonable measures to ensure security in the event that a closed meeting is held electronically.

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 as a result of the Province and the Township limiting exposure to the public in order to protect the health and safety of its residents and employees, electronic meetings of Council and Committee that are not closed to the public under Section 239(2),(3), and (3.1) of the Municipal Act, 2001, will be open to the public via technological means, as per the Meeting Recording Policy, when physical attendance may not be possible.

Motions shall not be required to be made in writing during an electronic meeting. The member that has brought a motion forward during an electronic meeting shall supply the Clerk with a copy of the motion following said meeting.

All requested recorded votes shall be recorded during an electronic meeting. Each member present, including the presiding officer, except a member who is disqualified from voting by any Act, shall announce his/her vote verbally when called by the presiding officer or Clerk, and the Clerk shall record each member's vote.

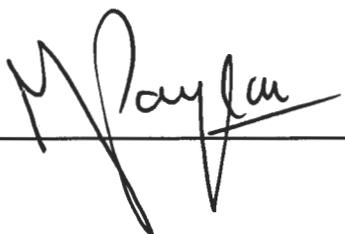
Members wishing to participate electronically in a meeting shall contact the Clerk and/or designate as soon as possible or within 6 hours of the start of the meeting.

3. That all other provisions of Bylaw 2019-15 shall remain in force and effect.
4. That this bylaw shall come into force and effect upon final passage.

Read a first and second time in open Council this 2 day of April, 2020.

Read a third and final time, passed, signed and sealed in open Council this 2 day of April, 2020.

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Mayor



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Clerk

