

# ***THE CITY OF VAUGHAN***

# ***BY-LAW***

## **BY-LAW NUMBER 016-2021**

**A By-law to amend By-law 7-2011 (Procedure By-law) which governs the proceedings of Council and Committees of Council.**

**WHEREAS** Section 238(2) of the *Municipal Act, 2001*, as amended, requires every municipality and local board to pass a procedure by-law for governing the calling, place and proceedings of meetings;

**AND WHEREAS** in response to the provincial declared emergency and Stay-at-Home Order and to reduce mobility;

**AND WHEREAS** The Corporation of the City of Vaughan considers it necessary to amend By-law 7-2011 (Procedure By-law), as amended to permit the Chair to attend Committee and Council meetings electronically;

**NOW THEREFORE** the Council of The Corporation of the City of Vaughan ENACTS AS FOLLOWS:

1. That section 4.7 of City of Vaughan By-law Number 7-2011, as amended, be deleted and replaced with the following:

### **“4.7 ELECTRONIC MEETINGS**

- (1) Electronic Meetings shall be permitted for all Committee of the Whole, Council, statutory, ad hoc or sub-committee meetings, including open and closed sessions.
- (2) **Interruptions in Communication** – If there is an interruption in the communications link to any Member who is participating electronically in an Electronic Meeting, the Chair may:
  - i. decide on a short recess until it is determined whether or not the link can be re-established with no more than two (2) attempts; or

- ii. continue the Electronic Meeting and treat the interruption in the same manner as if the Member who is physically present leaves the room.
- (3) A Member who wishes to participate in an Electronic Meeting through Electronic Participation shall provide the City Clerk, Secretary or City Clerk's staff a minimum of twenty-four (24) hours' notice, or, in consultation with the City Clerk, Secretary or City Clerk's Staff as much time that is practically required to ensure appropriate preparations for an Electronic Meeting. Council Members shall connect to an Electronic Meeting through a corporate computing device.
- (4) Council Members attending an Electronic Meeting that is closed to the public, through Electronic Participation, shall declare at the start of the closed meeting that they will maintain the confidentiality of the closed meeting, that they are alone in their location, and that any discussions that take place cannot be overheard.
- (5) **Roll Call**
  - (a) Immediately after calling the Electronic Meeting to order, the Chair shall direct the Clerk, Secretary or City Clerk's staff to conduct a roll call to identify the Members participating in a Meeting and confirm that a quorum is present.
  - (b) A Member who is not present during the roll call, and who subsequently joins the Meeting via Electronic Participation shall advise the Chair and Clerk, Secretary or City Clerk's staff of his or her attendance at the Meeting.
  - (c) A Member who is participating electronically in a Meeting and who, for any reason or duration will no longer be electronically participating prior to adjournment, shall advise the Chair and Clerk, Secretary or City Clerk's Staff of his or her absence from the Meeting.

Enacted by City of Vaughan Council this 26<sup>th</sup> day of January, 2021.

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Hon. Maurizio Bevilacqua, Mayor

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Todd Coles, City Clerk