

**The Corporation of the
Township of Selwyn**

By-law 2020–023

**Being a By-law to amend By-law 2019-041, being a By-law to govern the
proceedings of the Council of The Corporation of the Township of Selwyn**

Whereas section 238 of the Municipal Act, 2001 (the “Act”), provides that every municipality and local board shall pass a Procedure By-law for governing the calling, place and proceedings of meetings; and

Whereas at its meeting on April 9, 2019 the Council of the Township of Selwyn passed Procedure By-law 2019-041; and

Whereas on March 19, 2020 the Act was amended by the *Municipal Emergency Act, 2020*, to provide that, any period where an emergency has been declared to exist under Section 4 or Section 7.0.1 of the Emergency Management and Civil Protection Act, 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 Act, amended by the Municipal Emergency Act, 2020, provides that a municipality or local board may hold a special meeting to amend an applicable procedure by-law and 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; and

Whereas on March 17, 2020, the Province of Ontario declared a province-wide state of emergency as part of the ongoing response to COVID-19; and

Whereas the Council of the Corporation of the Township of Selwyn deems it expedient to amend Procedure By-law 2019-041 to allow its members of Council, local boards and committees to participate electronically in meetings during emergencies and be counted for purposes of quorum;

Now therefore be it resolved that the Council of The Corporation of the Township of Selwyn enacts as follows:

That By-law 2019-041 be amended as follows:

1. adding the following definition to **Section 1 – Definitions**:

“Electronic Participation” includes telephone, video, audio or audio-visual conferencing, or any other interactive method whereby Members, staff and the public are able to hear the Member(s) participating by electronic means and the Member(s) participating by electronic means are able to hear other Members, staff and the public.

2. adding the following to the title of **Section 5 – Council Meetings – Start Times and Public Notice of Meetings**:

“and Electronic Participation”

3. adding the following subsection to **Section 5 – Council Meeting Start Times and Public Notice of Meetings**:

“5. d) **Electronic Participation in Emergency Meeting**
During an emergency, Members of Councils, local boards and committees who participate electronically in open and closed meetings may be counted for purposes of quorum.”

4. amending **Section 7 – Cancelling and Rescheduling Meetings** by deleting the second paragraph and inserting in its place.

“In the event of an exceptional circumstance (e.g. emergency situation, unsafe weather or where the Clerk becomes aware that quorum will not be met) the Clerk can cancel a scheduled meeting and seek input from the members on an alternate date/time, if required. The Clerk shall notify Council members of the cancellation and any other relevant parties as soon as possible and post notice of the cancellation on the Township’s website.”

2. That this By-law shall come into force and effect on the date of passage.

Read a first, second and third time and finally passed this 27th day of March A.D., 2020.

original signed
Andy Mitchell
Mayor

original signed
Angela Chittick
Clerk

Corporate Seal