



City of Richmond

Report to Committee

To: General Purposes Committee

Date: April 3, 2020

From: Claudia Jesson
Director, City Clerk's Office

File: 12-8060-20-010179

Re: Amendments to the Council Procedure Bylaw – Special Council Meetings

Staff Recommendation

1. That Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10179, which introduces amendments relating to excluding or limiting the physical attendance of members of the public in emergency circumstances from Special Council Meetings, be introduced and given first, second and third readings.
2. That Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10179 be adopted.

per [Signature]

Claudia Jesson
Director, City Clerk's Office
(604-276-4006)

REPORT CONCURRENCE	
CONCURRENCE OF SENIOR DIRECTOR <i>[Signature]</i>	
SENIOR STAFF REPORT REVIEW	INITIALS: <i>N/A</i>
APPROVED BY CAO <i>[Signature]</i>	

Staff Report

Origin

In response to the evolving situation with COVID-19, the Council Procedure Bylaw No. 7560 has recently been amended to enable Council members, during this emergency period, to participate by electronic means in the following meetings: Regular Council, Regular Council for Public Hearings and Standing Committees. In addition, amendments have been put in place to enable the Mayor or presiding member of Standing Committee to exclude or limit the physical attendance of members of the public at the Regular Council, Regular Council for Public Hearings and the Standing Committee meetings.

Analysis

As the recent amendments did not capture Special Council Meetings, this report proposes a further amendment to Council Procedure Bylaw No. 7560 to enable the Mayor to exclude or limit the physical attendance of members of the public at Special Council Meetings.

Financial Impact

None.

Conclusion

The proposed additional amendment to the Council Procedure Bylaw No. 7560 enables the Mayor, based on stated public health and safety concerns, to exclude or limit the physical attendance of members of the public at a Special Council Meeting.



Per/ Claudia Jesson
Director, City Clerk's Office
(604-276-4006)



Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10179

The Council of the City of Richmond enacts as follows:

- 1. Council Procedure Bylaw No. 7560, as amended, is further amended by replacing Section 1.5 with the following:

1.5 Electronic Meetings and Participation by Members in Emergency Circumstances

- 1.5.1 In emergency circumstances as determined by the Mayor, the Mayor may declare an emergency prior to the commencement of a Regular Council Meeting, a Regular Council Meeting for Public Hearings, a Special Council Meeting or a Standing Committee meeting, and a member of Council and/or a member of Standing Committee may participate by electronic means at that Regular Council Meeting, Regular Council Meeting for Public Hearings, Special Council Meeting or Standing Committee meeting.
1.5.2 The facilities used for electronic meetings must permit the meeting participants to hear each other and, except for any part of the meeting which is closed, permit the public to hear the participation of all members during the meeting.
1.5.3 Any Electronic Meeting of a Regular Council Meeting, a Regular Council Meeting for Public Hearings, a Special Council Meeting or a Standing Committee meeting must be held in the Council Chamber or Anderson Room.
1.5.4 After a declaration under Section 1.5.1 is made, the Mayor or presiding member of Standing Committee may, based on stated public health and safety reasons, exclude or limit the physical attendance of members of the public at the Regular Council Meeting, the Regular Council Meeting for Public Hearings, the Special Council Meeting or the Standing Committee meeting.

- 2. This Bylaw is cited as "Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10179".

FIRST READING

SECOND READING

THIRD READING

LEGAL REQUIREMENTS SATISFIED

ADOPTED

Five horizontal lines for signature or stamp.

CITY OF RICHMOND APPROVED for content by originating dept. [Signature] APPROVED for legality by Solicitor [Signature]

MAYOR

CORPORATE OFFICER