
REPORT TITLE: **Regional Council Meeting Schedule During the COVID-19 Pandemic**

FROM: Kathryn Lockyer, Interim Commissioner of Corporate Services

RECOMMENDATION

That regular meetings of Regional Council be scheduled for Thursday, July 23, 2020 and Thursday, August 13, 2020;

And further, that should the provincial declaration of emergency regarding COVID-19 be terminated during the months of July or August, the additional regular meetings be cancelled.

REPORT HIGHLIGHTS

- The Regional Clerk was directed to report to Council with a recommended schedule of meetings during the summer months in light of the COVID-19 pandemic.
 - The Procedure By-law provides for Council meetings to be held the 2nd and 4th Thursday of the month; during July, there shall be only one Regional Council meeting held; and, no Council or committee meetings to be held in August.
 - Additional regular meetings are proposed to be held on July 23, 2020 and August 13, 2020.
 - These meetings would be conducted in accordance with the approved Emergency Electronic Meeting Procedures.
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DISCUSSION

1. Background

Section 4.2.2 of Procedure By-law 56-2019, as amended, states that:

There shall be a two-week rotation of meetings of Council to be followed by committee meetings as follows:

- Week 1 and Week 3 – Committee meetings
- Week 2 and Week 4 – Council meetings
- Week 5 – Regional business days
- during July, there shall be only one meeting of Regional Council which shall be held on the first or second Thursday of the month
- no Council or committee meeting will be held during August, unless called by Regional Chair

The schedule of regular meetings established by Council may vary from the requirements of section 4.2.2 as Council may determine or as the Regional Clerk may determine from time to time.

Regional Council Meeting Schedule During the COVID-19 Pandemic

In light of the Region's ongoing response to the COVID-19 pandemic, at the May 28, 2020 Regional Council meeting, the Regional Clerk was directed to report to the next meeting with a recommended schedule of meetings during the summer months.

2. Proposed Direction

Currently, there is one meeting of Regional Council scheduled for July to be held on July 9, 2020. It is proposed that additional regular meetings of Council be scheduled for July 23, 2020 and August 13, 2020.

Public notice of the additional regular meetings shall be given by posting on the Region of Peel website.

On March 17, 2020, the provincial government declared a state of emergency to help protect the public and contain the spread of COVID-19. The *Municipal Emergency Act, 2020* was approved on March 19, 2020 to provide that, during a declared municipal or provincial emergency, a municipality's procedure by-law may be amended to provide that Members of Council, local boards and committees may participate electronically in open and closed meetings. Use of this emergency provision is at each municipal council's discretion.

At its Special Meeting held on March 26, 2020, Regional Council approved Emergency Electronic Meeting Procedures and amended the Procedure By-law to enable electronic meetings to be held during a period of declared emergency.

The additional regular meetings of Council to be held in July and August would be conducted in accordance with the approved Emergency Electronic Meeting Procedures.

Should the provincial declaration of emergency be terminated during July or August, the additional regular Regional Council meetings would be cancelled.

For further information regarding this report, please contact Kathryn Lockyer, Interim Commissioner of Corporate Services, Ext. 4325, Kathryn.lockyer@peelregion.ca.

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Reviewed and/or approved in workflow by:

Department Commissioner and Division Director.

Final approval is by the Chief Administrative Officer.



N. Polsinelli, Interim Chief Administrative Officer