



The Corporation of the Town of LaSalle

To: Mayor and Members of Council

Prepared by: Joe Milicia, CPA ,CA Chief Administrative Officer

Department: Administration

Date of Report: October 11, 2020

Report Number: CAO-14-2020

Subject: Delegations to Virtual Council Meetings and Public meetings

Recommendation

That Council RECEIVE report CAO-14-2020 regarding Delegations to Virtual Council Meetings and Public meetings; and that Council ENDORSE the Administrative approach contained within report CAO-14-2020.

Report

Further to the discussion and Council's direction at the August 25, 2020 Meeting of Council (to discuss various planning matter), Administration has reviewed various approaches to provide opportunities to safely solicit input from the general public, business and residents. In particular, to provide a forum for which interested stakeholders that are unable to provide input and appear before Council as a result of lack of connectivity, lack of a computer/tablet or general difficulties using technology.

Administration has confirmed with representatives from the Ministry of Municipal Affairs that very few municipalities in Ontario are holding in-person delegations. The vast majority of municipalities are opting for the virtual meeting and obtaining input either in writing, via telephone or via participation in virtual online meetings – which is permissible and meets all provincial regulations and requirements. The Province has allowed virtual meeting and municipalities have opted for them in order to reduce the health and safety risks to Members of the Public, Members of Council and Staff.

Given the general consensus/approach around the province, the current case counts trend, the recent news of the second wave and further restrictions instituted by the Provincial Government, it continues to be the recommendation to hold virtual in-person meetings for delegations and the general public.

All interested stakeholders will be able to provide input and comments, delegates will be able to submit comments in writing prior to the meeting, submit emailed comments, and can register as an attendee to the virtual meetings. If none of these options are possible stakeholders can register to use a computer at Town Hall which will be provided in the atrium.

The computer in the atrium, which will be active on the virtual meeting and will be available to delegates that have registered prior to the meeting. Upon registration, they will be given an appointment window (5 minutes for the presentation and a few additional minutes for follow-up questions from Council and sanitization protocols) and then will be asked to make their way out of the atrium – in order to limit the amount of people in the Town hall. It should also be noted that stakeholders attending the Town Hall will not be interacting directly in-person with Members of Council or Staff during the meeting, and will not be permitted in the Council Chambers at this time.

Administration continues to work through the details, however this protocol will address the concerns raised at the August 25, 20120 Council meeting.

Should you have any questions, please feel free to contact me.

Consultations

Not applicable.

Financial Implications

Not applicable.

Prepared By:



Chief Administrative Officer

Joe Milicia, CPA, CA

Link to Strategic Goals

	Enhancing organizational excellence
	Sustain strong public services and infrastructure
	Strengthen the community's engagement with the Town
	Grow and diversify the local economy
	Build on our high-quality of life

Communications

	Not applicable
	Website
	Social Media
	News Release
	Local Newspaper
	Bids & Tenders
	Notification pursuant to the Planning Act

Notifications

Name	Address	Email

Report Approval Details

Document Title:	CAO-14-2020 Delegations to Virtual Council Meetings and Public meetings.docx
Attachments:	
Final Approval Date:	Oct 13, 2020

This report and all of its attachments were approved and signed as outlined below:


Chief Administrative Officer

Joe Milicia