

MEMORANDUM

DATE: September 2, 2020

TO: APC Design Review Committee

FROM: Rachel Dumas, Corporate Officer

SUBJECT: Live Streaming of Meetings

Due to the health pandemic COVID-19, the Township has adapted to alternate ways of conducting business and continuing operations, in particular meetings of Council.

Ministerial Order No. M192 was introduced and further amended on June 17, 2020, providing guidance for local government meetings. The Order aims to support the principles of openness, transparency, accountability, and accessibility which are fundamental principles of the local government system. Local Governments are being encouraged to consider what steps they can take to accommodate in-person attendance at open meetings or provide a space where the public can hear the meeting to understand the local government decision-making process.

"Division 2 – Open meetings: municipalities 3. (2) a council or body is not required to allow members of the public to attend a meeting if, despite the best efforts of the council or body, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the Public Health Act."

Currently the Township uses Granicus Software to live stream Council meetings and prepare staff reports as well as agendas and minutes. As the Township already had this technology, it seemed an obvious choice to move Committee, Board, and Commission agenda and minute preparation to this same electronic platform. This change creates a central location for both staff, members, and, most importantly, the public and residents of Esquimalt. Therefore, the Township does have the capability to include the public in Committee meetings via live streaming. Currently under consideration is the option to solely live stream the Committee meetings without an archived video available after the meeting has concluded. Therefore meeting streams would only be accessible to the public during the live event.

I would like to receive your feedback and resolution by majority vote to commence live streaming at your next scheduled meeting in October.

If you have any questions before the meeting do not hesitate to contact me at 250-414-7135 or at rachel.dumas@esquimalt.ca.

Thank you,

Rachel Dumas
Corporate Officer