

**BY-LAW 3-2024
OF THE
TOWN OF VERMILION
(hereinafter referred to as the "Municipality")
IN THE PROVINCE OF ALBERTA**

**BEING A BY-LAW OF THE TOWN OF VERMILION FOR
THE PURPOSE OF REGULATING THE ATTENDANCE OF
COUNCIL MEETINGS BY ELECTRONIC MEANS.**

WHEREAS, the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, provides that a council may pass bylaws for municipal purposes respecting the safety, health, and welfare of people and the protection of people and property, public utilities, and services provided by the municipality;

AND WHEREAS, Section 199 of the *Municipal Government Act* allows for councillors to participate in council meetings by electronic means;

NOW THEREFORE, the Council of the Town of Vermilion duly assembled enacts as follows:

1. TITLE

- 1.1. This By-Law may be cited as the "Remote Attendance By-Law".

2. DEFINITIONS

- 2.1. "Electronic means" includes, but is not limited to, teleconference, video conference, or any other form of electronic communication that allows for the effective participation in a meeting.
- 2.2. "Council" means the Council of the Town of Vermilion.

3. REMOTE PARTICIPATION

- 3.1. Council members are entitled to participate in council meetings, including voting, through electronic means, subject to the provisions of this By-Law.
- 3.2. A council member wishing to participate by electronic means must notify the Mayor or the Chief Administrative Officer at least three working days prior to the scheduled meeting.

4. TECHNICAL REQUIREMENTS

- 4.1. The electronic means used for remote participation must enable all participants, including the public, to clearly hear and, where feasible, see the member(s) participating remotely.
- 4.2. The Town will ensure that appropriate technology is available to facilitate remote participation.
- 4.3. External Microphones and headsets excluded. If required the user will be responsible for providing at no cost to the Town.

5. QUORUM

- 5.1. For the purposes of this By-Law, a member participating in a meeting by electronic means is considered present for quorum.

6. OPEN MEETINGS

- 6.1. All meetings held by electronic means shall adhere to the principles of openness and transparency, in accordance with the *Municipal Government Act*.

7. LIMITATIONS

- 7.1. Remote participation may not be used for in-camera meetings or other meetings where confidential or sensitive information is discussed.

8. AMENDMENTS

- 8.1. This By-Law may be amended or repealed in accordance with the procedures set out in the *Municipal Government Act*.

9. EFFECTIVE DATE

- 9.1. This By-Law comes into effect on the day of its final passing by the Council.


READ A FIRST TIME IN COUNCIL THIS 5 DAY OF March, 2024


Mayor


Chief Administrative Officer


READ A SECOND TIME IN COUNCIL THIS 19 DAY OF March, 2024


Mayor


Chief Administrative Officer

READ A THIRD TIME IN COUNCIL THIS 16 DAY OF April, 2024


Mayor


Chief Administrative Officer