

Ministerial Order M192 Resolution for Council Meetings

WHEREAS Province of BC Ministerial Order M192 requires that local governments undertake best efforts to allow members of the public to attend an open meeting of the council or body in a manner that is consistent with any applicable requirements or recommendations made under the *Public Health Act*;

AND WHEREAS 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*;

AND WHEREAS if a council or body does not allow members of the public to attend a meeting, as contemplated above, then:

- (a) the council or body must state the following, by resolution:
 - (i) the basis for holding the meeting without members of the public in attendance;
 - (ii) the means by which the council or body is ensuring openness, transparency, accessibility and accountability in respect of the meeting, and
- (b) for the purposes of Division 3 [Open Meetings] of Part 4 [Public Participation and Council Accountability] of the *Community Charter*, the meeting is not to be considered closed to the public.

NOW THEREFORE the Council of the Village of Lions Bay resolves to use the following best efforts to achieve the requirements and intent of Ministerial Order M192 and meet the principles of openness, transparency and accessibility for open meetings while still adhering to *Public Health Act* requirements and recommendations:

1. Due to the size of Council Chambers, only 5 members of the public can be accommodated in the gallery at any open meeting of Council. Therefore, Council will continue to enable members of the public to attend and participate in Council meetings electronically in real time via the Zoom platform so that they can hear or watch and hear the open meeting proceedings.
2. In accordance with Procedure Bylaw No. 476, 2015, as amended (the "Procedure Bylaw"), members of the public can put matters before Council through Correspondence, Delegations, Public Participation, and Public Questions and Comments, either in person up to the maximum public occupancy of Council Chambers, or electronically on Zoom.

3. Agendas of all Council and Committee meetings will continue to be published in accordance with the Procedure Bylaw and posted on the official Municipal notice boards and on the Municipal website, with notices in the weekly eNewsletter, the Village Update, reminding the public that up to five (5) persons may attend the meetings in person in Chambers or how they can attend and participate electronically.
4. Minutes and audio recordings of Council meetings will continue to be available on the Municipal website and efforts will be made to add video recordings to the Municipal website archive.
5. Due to the space limitations of Council Chambers and the requirements for physical distancing, up to 2 or 3 members of Council and up to 2 or 3 members of staff (total 5 members of Council and staff) may attend a Council meeting in person. Generally speaking and at a minimum, the Mayor or alternate will Chair the meeting in person in Council Chambers along with the appointed recording secretary and an officer of the Municipality.
6. In accordance with the Procedure Bylaw, up to four (4) members of Council may attend a Council meeting electronically and, if necessary under Order M192, all five members of Council may attend the meeting electronically, along with the required staff in either case.
7. All open meeting Agendas and notices of meeting shall continue to include a link to access the meeting electronically on Zoom via computer or telephone and instructions for attending and/or participating in the meeting electronically will continue to be published on the Municipal website.
8. The Municipality will establish safe meeting policies and procedures for anyone attending Council meetings in person and will develop a Safety Plan for in-person meetings using the WorkSafeBC COVID-19 Workplace Safety Plan template. This information will be posted on the Municipal website for public information outlining the health and safety measures in place for open meetings (eg: limited occupancy, separate entry and exit doors, physical distancing, no attendance if symptomatic, hand sanitizer, cleaning and sanitizing protocols, etc.)
9. The Municipality will continue to seek expanded public subscription to the Village Update weekly eNewsletter to provide notices of important Municipal information, public meetings and community updates.
10. The Municipality will consider using additional engagement tools to enable the public to provide input outside of a meeting and will consider the use of alternative, larger locations

both within and outside the Municipality for controversial topics or matters of greater interest, subject to technological requirements to enable the greatest degree of public participation.

11. The Council will generally seek to accommodate members of the public who wish to speak at a Council meeting near the beginning of the meeting and move related topics to follow shortly after, to the extent practicable.
12. The Municipality will provide for alternative meeting plans in the event of technical difficulties while striving to provide for a safe, secure, open, transparent and accessible Council meeting experience for both in-person and electronic participants.