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To: "Direct to Mayor and Council - DL"
CC: "City Manager's Correspondence Group - DL"
Date: 3/24/2020 2:50:59 PM
Subject: FW: special council meetings answers to council questions

Hello Mayor and Council

There are a number of questions from council forwarded to me from Anita regarding the procedure of a special council meeting further to the memo sent out last week. The Acting Clerk City has provided additional clarification on special Council meetings below.

The Procedure By-law only allows for special Council meetings (and no other meetings) to be held remotely or electronically. The agenda of a special Council meeting must specify the purpose of the meeting and no other business can be added after the publication of the agenda. This means no Notice of Motions, Enquiries and Other Matter and Urgent or New Business can be added to the special Council meeting agenda at the meeting. The Mayor or a person designated by Council to act in the capacity of the Mayor in his absence, may convene a special Council meeting.

Under the legislation, we are required to provide a physical space where the public can attend to watch the meeting proceedings. Council members are advised to stay home for special Council meetings and participate electronically in order to comply with social distancing requirements, and to help persuade members of the public not to attend at the special Council meetings. Staff are not able to provide the distancing requirements for council members or the public should they attend.

There is no legal requirement that the Chair must be in the Chamber for a special Council meeting. The rules for who is the Chair of a special Council meeting in section 4.1 of the Procedure By-law are subject to section 14.6. If neither the Mayor or any Council members are present at the meeting, then the Mayor is still the Chair.

We will continue to conduct the business of Council electronically, to comply with the provincial health officer's orders for physical distancing. This is also important to model to the rest of the community that we are taking this issue seriously and are able to continue our business. This pertains to our staff, and to our Council members. Our procedure by-laws only allow for Special Council meetings to be held remotely or electronically. Therefore, we will not be holding Regular Council or Standing Committee meetings as scheduled.

Best

Sadhu

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Pronouns: he, him, his



The City of Vancouver acknowledges that it is situated on the unceded traditional territories of the Musqueam, Squamish, and Tsleil-Waututh peoples.