



CITY OF ST. ALBERT CITY COUNCIL POLICY

NUMBER	TITLE
C-CC-16	Meeting Through Electronic Communications
ORIGINAL APPROVAL DATE	DATE LAST REVISED
June 21, 2010	January 21, 2019

Purpose

The *Municipal Government Act* and the Procedure Bylaw allow Councillors to attend a meeting of Council by means of electronic communications. This policy specifies the circumstances under which this option is available to Councillors.

Policy Statement

Councilors may attend a council meeting by means of electronic communications.

Responsibilities

The Chief Administrative Officer shall, where possible, provide a location for Council meetings where Councilors may participate by electronic means.

Service Standards/ Expectations

1. A Councillor shall only be permitted to attend a meeting by means of electronic communications if the location in which the meeting is to be held is equipped in a manner such that enables all Councillors participating in the meeting to watch or hear one another.
2. A Councillor attending a meeting by electronic communications is deemed to be present at the meeting for whatever period of time that the connection via electronic communications remains active.
3. The Mayor shall announce to all in attendance at the meeting that the Councillor is attending the meeting by means of electronic communications.
4. When a vote is called, Councillors attending by means of electronic communications shall be asked to state their vote only after all Councillors present in the meeting room have cast their votes, either via electronic voting system or by show of hands.

5. Other than for the purpose of attending a council meeting, Councillors shall not communicate electronically during a Council meeting by means such as e-mail, instant messaging, or social networking websites.

Legal References

Municipal Government Act

Cross References

Procedure Bylaw

REVIEW	REVISION
September 29, 2016 – Legislative Services	October 4, 2010 – C577-2010 December 5, 2016 – AR-16-497 January 9, 2017 – BL-17-003 January 21, 2019 – AR-19-003
REVIEW DATES	