

As of APRIL 22, 2020

CITY OF TORONTO	
COVID-19 -City of Toronto’s Response to Public Participation in Council/Public Meetings	
<p>All regular City Council and Committee meetings are cancelled until May 4th as part of its COVID-19 response. The Mayor can call a special meeting of Council to discuss urgent business if required.</p> <p>Be advised that Mayor John Tory has called a Special City Council meeting on Thursday, April 30th at 10am. This meeting will be held by video conference for the following purposes:</p> <ol style="list-style-type: none"> 1. To consider amendments to the Council Procedures to permit electronic participation in meetings during periods of Provincial or municipal emergency and to authorize local boards of the City to amend their own procedures to permit electronic participation in meetings during emergencies without the need for further Council approval. 2. To consider a report from the Mayor under Municipal Code Chapter 59, Emergency Management, including the Mayor's exercise of Council's authority during an emergency period. 3. To consider a presentation and reports from the Mayor and senior City officials on the management of the current emergency, including any actions requiring Council decision to aid in the ongoing management of the emergency. 4. To consider any other matter deemed urgent by the Mayor, in consultation with Members and City officials, and published on the main agenda. 5. To introduce and enact general Bills and a Confirming Bill for this special meeting. Should additional material and details come forward regarding this meeting, BILD will advise members accordingly. Members can find the agenda to this special meeting here, when it becomes available. <p>The meetings of Toronto City Council continue to be conducted publicly and may be viewed live on meeting day at www.toronto.ca/council or www.youtube.com/torontocitycouncillive.</p>	

YORK REGION & LOCAL AREA MUNICIPALITIES	
Municipality	COVID-19 - Regional/Municipal Response to Public Participation in Council/Public Meetings
York Region	<p>Council/Committee will be live streamed.</p> <p>For deputation requests please fill out this form by 4:30PM two business days prior to the requested meeting date.</p>

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<p><u>City of Vaughan</u></p>	<p>Council/Committee meetings will be <u>live streamed</u>. Committee of Adjustment to resume in May.</p> <p>Public comments can be submitted by email to clerks@vaughan.ca. Residents who would like to provide comments on an item on an agenda are encouraged to provide their <u>feedback in writing</u>. Comments, which will form part of the public record, can be sent to the Office of the City Clerk at clerks@vaughan.ca.</p>
<p><u>Town of Aurora</u></p>	<p>Council/Committee meetings will be <u>live streamed</u>.</p> <p>Residents who would like to comment on an agenda item are encouraged to:</p> <ul style="list-style-type: none"> • Provide written correspondence to be emailed Council and staff privately; • Provide written correspondence to be published as part of the agenda; • Delegate electronically as part of a meeting; <p>All written submissions (500 words maximum) should be sent to clerks@aurora.ca, and will be reviewed by the Town Clerk and CAO to determine appropriateness prior to being published on the Agenda.</p> <p>Delegates who wish to appear as part of an electronic meeting must complete and submit a <u>Delegation Request Form</u> to clerks@aurora.ca. Electronic meetings are held using Zoom meeting software, and participants may connect by audio and/or video connection or by phone. Once the Form has been received and approved, staff will provide further instructions for the meeting. Each Delegate will have a maximum of five (5) minutes to speak.</p> <p>If you wish to share information with Council members, but do not wish to appear before Committee or Council, correspondence can be circulated to Council Members (allcouncillors@aurora.ca) or through Legislative Services (clerks@aurora.ca).</p>
<p><u>Town of Newmarket</u></p>	<p>Due to the COVID-19 outbreak, all Council, Committee of the Whole, Board and Advisory Committee regular meeting schedules have been suspended until August 2020.</p> <p><u>A Special Council Meeting</u> has been scheduled for April 27th and will be <u>livestreamed</u>.</p>
<p><u>City of Richmond Hill</u></p>	<p>Council/Committee meetings will be <u>live streamed</u>.</p> <p>To appear as an electronic delegation, please fill out and submit the <u>online Application to Appear Before Committee/Council form</u> or email the Office of the Clerk at clerks@richmondhill.ca. Instructions on how to participate electronically and confirmation of your delegation will be provided by the Office of the City Clerk by email or telephone.</p>

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	<p>As a delegation, you may speak for up to five minutes. During the COVID-19 pandemic, the following changes to electronic delegations will be in-place: Handouts and other presentation material prepared by delegations cannot be displayed during the meeting. Written correspondence can still be provided as detailed below.</p> <p>There will be no Public Forum during Council Meetings.</p>
<p><u>Town of East Gwillimbury</u></p>	<p>Council/Committee meetings will be <u>live streamed</u>.</p> <p>Members of the public are encouraged to provide written comments regarding matters on a Council Agenda to clerks@eastgwillimbury.ca by noon on the day of a Council Meeting.</p> <p>In order to address Council, this form must be completed and submitted to the Clerk’s Office by email to Clerks@eastgwillimbury.ca, they will confirm the new procedure with you through email.</p> <ol style="list-style-type: none"> 1. If your matter is not on the agenda, the deadline to submit is no later than 4:30 p.m. on the Monday of the week prior to the meeting, or 2. If your matter is on the agenda, the deadline to submit is no later than 12:00 noon on the Friday prior to the meeting. <p>All written comments will then be posted on the published public agenda.</p>
<p><u>City of Markham</u></p>	<p>Council/Committee meetings will be <u>live streamed</u>.</p> <p>Members of the public will be permitted to submit written deputations by email to clerkspublic@markham.ca</p> <p>Members of the public who wish to make a virtual deputation please email clerkspublic@markham.ca, providing full name, contact information and item they wish to speak to. Alternatively, you may connect via telephone by contacting the Clerk's office at 905-477-7000 Ext. 3920.</p> <p>The City will be using the ZOOM platform for the meetings, in addition to the usual broadcast through the City’s live internet streaming tool.</p>

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<p><u>Town of Whitchurch-Stouffville</u></p>	<p>Council will be <u>live streamed</u>. Public Planning meetings will also be livestreamed, but are to resume in May.</p> <p>Anyone wishing to submit comments, which will form part of the public record, may write to the Town Clerk at clerks@townofws.ca.</p> <p>Anyone wishing to provide verbal comments may be invited to attend the meeting electronically, please contact the Town Clerk at clerks@townofws.ca for more information.</p>
<p><u>Township of King</u></p>	<p>The Township <i>anticipates</i> to begin live streaming Council meetings in May.</p>
<p><u>Town of Georgina</u></p>	<p>Council/Committee meetings will be <u>liv estreamed</u>.</p> <p>The Town will be using the ZOOM platform for the meetings, in addition to the usual broadcast through the Town’s live internet streaming tool. Residents can participate by providing written or email comments to the Town Clerk, rdillabough@georgina.ca, no later than noon the day before a scheduled meeting. Public comments received will be read by the Mayor and entered into the public record of the meeting.</p>

<p>HALTON REGION & LOCAL AREA MUNICIPALITIES</p>	
<p><u>Halton Region</u></p>	<p>Regional Council meetings have been cancelled until May.</p>
<p><u>Town of Oakville</u></p>	<p>Town Council meetings will be <u>live streamed</u>.</p> <p>Given the need to reduce public gatherings, and in accordance with the town’s Procedure By-law, the following meetings have been cancelled:</p> <ul style="list-style-type: none"> • Heritage Oakville Advisory Committee (April 14, May 19 and June 16); • Planning and Development Council, (May 4 and June 8); • Accessibility Advisory Committee (June 11); • Budget Committee, (June 22); and • Committee of Adjustment Committee (April 14, 28, May 19, June 2, 16, 30). <p>Any Appeal or Property Standards Committee meeting will not be scheduled until further notice, unless it affects the safety of the residents of the municipality.</p>

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<p><u>Town of Milton</u></p>	<p>Council/Committee meetings will be <u>live streamed</u>.</p> <p>Committee of adjustment to resume on April 27th.</p> <p>If a delegation wishes to present on a matter under consideration they can provide the Clerk a <u>written submission</u> no later than two hours prior to the start of the meeting, which will be distributed to members and will form part of the public record.</p>
<p><u>Town of Halton Hills</u></p>	<p>Council meetings will be <u>live streamed</u>. Committee meetings have been cancelled until May.</p> <p>Residents can submit questions for the Virtual Town Halls using the 'Ask the Town' tool on the Town's website - <u>here</u>.</p>
<p><u>City of Burlington</u></p>	<p>Council meetings will be <u>live streamed</u>. Committee meetings to resume in May.</p> <p>With respect to delegations from the public for Council and Committee meetings, it is recommended that the Procedure By-law be amended to allow for remote delegations (Appendix A). Should Council approve the Procedure By-law amendments as recommended in the report to allow for remote delegations, delegations could start during the May 2020 standing committee's meetings. The below process will be detailed in the Remote Participation Guide, as found on Page 7 of the report:</p> <p>a) All requests to delegate to an Electronic Meeting under this section shall be made by way of electronic submission, submitted to the Clerks Department at clerks@burlington.ca by noon the day before the Electronic Meeting. If the Electronic Meeting is on a Monday, requests to delegate shall be submitted by noon on the Friday before the meeting. Submissions shall be provided to members in advance of the meeting.</p> <p>b) Public attendance to Electronic Meetings during the course of an Emergency may be restricted to electronic means and will be indicated on the meeting agenda.</p> <p>c) All requests to delegate must contain a copy of the delegate's intended remarks which will be circulated to all members of Council in advance as a back-up to technology. All rules in the Procedure By-law with respect to delegations (Section 40 Delegations) shall apply to remote delegations.</p> <p>d) Confirmed delegates will be provided with all applicable access codes and instructions to enter the teleconference or video conference system.</p> <p>e) On the day of the meeting, all registered delegates should log into the system 30 minutes in advance of the meeting start time to check-in with appropriate staff and to ensure that their audio settings are appropriate for the meeting webcast.</p>

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	<p>f) When waiting to be called upon by the Mayor/Chair, all delegates will have their audio on mute.</p> <p>g) The Chair or the Clerk may indicate when the delegate has one-minute left to complete their delegation</p> <p>Statutory Public Meetings:</p> <p>In terms of statutory public meetings, staff are working on a process to support Statutory Public Meetings. Once this is determined a by-law amendment will be presented to Council.</p>
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REGION OF DURHAM & LOCAL AREA MUNICIPALITIES	
<u>Region of Durham</u>	<p>Council meetings will be <u>live streamed</u>.</p> <p>Committee meetings are to resume in May.</p> <p>To 'speak' at Durham Regional Council, you have to make a written request to delegations@durham.ca in order to be added to the meeting agenda. Your request should include:</p> <ul style="list-style-type: none"> • the date of the meeting you wish to speak at • the subject matter or topic you would like to speak about • the name of the person who will be speaking • contact information (such as address, email and telephone number) • any audio-visual requirements <p>Submission Deadline:</p> <ul style="list-style-type: none"> • 12 PM (noon) on Wednesday the week prior to the meeting
<u>Town of Clarington</u>	<p>Council/Committee meetings will be <u>live streamed</u></p> <p><u>Delegations</u> can participate online or via telephone and must follow the steps outlined <u>here</u> to register. Clarington staff will provide registered delegates with instructions on how to join the virtual meeting.</p>
<u>City of Pickering</u>	<p>Special Council Meetings will be <u>live streamed</u>. Though the following regularly scheduled Committee and Council meetings have been cancelled for the month of April.</p>

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	<ul style="list-style-type: none"> ● Council Meetings – This will be revisited as the situation progresses. Special Council meetings are being held to deal with critical business as needed. ● Executive and Planning & Development Standing Committees. ● All Advisory Committees including: <ul style="list-style-type: none"> ○ Committee of Adjustment ○ Accessibility Advisory Committee ○ Cultural Advisory Committee, and ○ Heritage Committee <p>All City public meetings and open houses will be suspended until May 3, 2020 (inclusive).</p>
<p>Town of Ajax</p>	<p>Beginning in May, Council and Committee meetings will be live streamed.</p>
<p>Town of Whitby</p>	<p>Council and Committee meetings will be live streamed</p> <p>When a meeting is scheduled to take place, click on the live stream icon below to access the live stream of the current meeting. If you are unable to view a live stream, you have the option to view archived video recordings of the meetings after they have occurred.</p> <p>Due to the ongoing COVID-19 situation, the next statutory public planning meeting is postponed until further notice.</p> <p>Should you wish to provide comments regarding a matter being considered by Council please submit written correspondence. Correspondence can be submitted by email to the Office of the Town Clerk at clerk@whitby.ca by noon on the day of the meeting. Written correspondence must include your full name, address, and the item on the agenda that your correspondence is related to. For persons who would like to address Committee or Council during a virtual meeting, a Delegation Request Form must be completed and submitted to the Office of the Town Clerk at clerk@whitby.ca by noon on the business day prior to the date of the meeting. Should you be unable to access a computer, please call 905.430.4315 to speak with a Staff Member in the Office of the Town Clerk.</p> <p>For more information:</p> <ul style="list-style-type: none"> ● Submission Methods ● Use of Personal Information ● Delegation Rules and Procedures ● Frequently Asked Questions <p>Statutory Public Planning Meetings – Information here.</p>

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	<ul style="list-style-type: none"> Scheduled for April 27th
<u>City of Oshawa</u>	<p>Council and Committee meetings will be live streamed.</p> <p>If you wish to appear as a delegation, please complete the Delegation Request Form.</p> <p>To correspond with City Council through one of its Committees, submit written correspondence to City Clerk Services.</p> <p>The deadline for delegations are as follows:</p> <ul style="list-style-type: none"> 4:30 p.m. on the Tuesday before the Monday meeting for the Corporate Services Committee and the Development Services Committee meeting agendas. 4:30 p.m. on the Tuesday before the Monday meeting for the Community Services Committee and Finance Committee meeting agendas. 4:30 p.m. the Tuesday before the Monday meeting for the City Council meeting agenda provided the delegation has appeared before the appropriate Standing Committee prior to the matter being considered at City Council.

COUNTY OF SIMCOE, LOCAL AREA MUNICIPALITIES	
<u>County of Simcoe</u>	Council and Committee meetings are live streamed.
<u>City of Barrie</u>	<p>City Council and General Committee meetings are being live streamed on the City of Barrie's YouTube Channel and Rogers TV. Visit barrie.legistar.com for meeting agendas and information.</p> <p>Planning Committee and Committee of Adjustment meetings have been suspended until further notice, therefore decisions on affected applications have been delayed. Recommendation reports are being prepared and finalized and will proceed to the appropriate decision body when meetings resume.</p> <p>Deputation to Council:</p> <ul style="list-style-type: none"> Individuals in opposition to a motion made at the previous General Committee meeting may request to make a Deputation. This requires a completed Deputation Request Form or a written submission to the City Clerk – More information – here.
<u>Town of New Tecumseth</u>	Council and Committee meetings are live streamed.

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	<p>Delegations are heard at Council and requests should be submitted to the Clerk on the Wednesday, one week prior to the meeting. Please contact the Clerk, Cindy Maher at cmaher@newtecumseth.ca or by calling 705-435-3900 ext. 1226.</p>
<p>Town of Bradford West Gwillimbury</p>	<p>Council and Committee meetings will be live streamed.</p> <p>Those wishing to participate in Open Forum during a Council meeting:</p> <ul style="list-style-type: none"> ● Submit an email containing your name, address and your comments on the matter to clerk@townofbwg.com prior to 7:00 pm on the day of the meeting ● Your comment must relate to an item on the agenda. Please note: you are free to contact any member of Council directly with other matters or questions here. ● Ensure your statement will not take longer than five minutes to read (approximately 1 page). Statements that are longer than 1 page will be read at the discretion of the Chair. ● If your statement is received prior to the start of the meeting and otherwise complies with these conditions, your name and statement will be read by the Clerk at the meeting and will form part of the public record ● If your statement duplicates other statements received, or does not relate to an item on the meeting’s agenda, it may not be read. <p>Those wishing to make a Deputation before Council:</p> <ul style="list-style-type: none"> ● Submit a completed Request for Deputation form, including preferred date ● Ensure any presentation you wish to share with Council during your deputation is received by the Clerk at least five days prior to the meeting ● Ensure you have a computer with internet access to enable you to participate electronically as an ‘Attendee’ to make your deputation to Council during their meeting ● If you do not want to participate by video, or do not have the necessary technology, you may use a telephone and call in to participate and make your deputation ● Once your deputation request has been received and approved for a Council meeting date, you will receive further detailed instructions on how to participate in the Council meeting <p>Those wishing to participate in Public Planning Meetings:</p> <ul style="list-style-type: none"> ● It is recommended that all comments or questions on planning applications be submitted in writing to planninginfo@townofbwg.com. Written submissions are not required at a public meeting but can be made at a later date and will be accepted up to the date that Council makes a decision on the matter.

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	<ul style="list-style-type: none"> • Submissions on planning matters will not be read at the Council meeting but will be forwarded to planning staff for consideration and/or response. Council will be apprised of all public comments received prior to making a decision on the application. • If you wish to receive information on a specific planning application or to be notified of an upcoming meeting related to a planning matter please email planninginfo@townofbwg.com. • If you are unable to make written submissions and therefore wish to make an oral statement during the public planning meeting please email clerk@townofbwg.com prior to noon on the date of the meeting to register. You will be provided further instructions on how you will connect during the virtual meeting. • All oral statements will be recorded as part of the electronic meeting and will be posted for public viewing on Town of BWG YouTube Channel <p>Advisory Committee Meetings have been cancelled until further notice. Timelines for holding public meetings are anticipated to begin in May, provided the decrease in COVID-19.</p>
<p>Town of Innisfil</p>	<p>Council and Committee meetings are live streamed.</p> <p>Staff are exploring delegation and question period options. Adjustments to the way the community can participate in Council meetings. If you would like to provide input regarding an agenda item you must pre-register by submitting the Request for Open Forum Form by 4:30 PM two days before the council meeting. Clerks Services will contact all registrants with confirmation of details. If you do not wish to participate in the meeting but would like to provide comment on any agenda item, you may send your email to clerksoffice@innisfil.ca and Clerks Services will circulate your email to Council and Staff in advance of the meeting.</p> <p>Planning and CoA Meetings: Committee of Adjustment and public Planning Meetings have been suspended until further notice.</p> <p>If you require more information, please contact clerksoffice@innisfil.ca or call 705-436-3710.</p>

<p>PEEL REGION & LOCAL AREA MUNICIPALITIES</p>	
<p>Peel Region</p>	<p>Council and Committee meetings are live streamed.</p> <p>To make a delegation to Council:</p> <ul style="list-style-type: none"> • Fill out this form and email it to council@peelregion.ca at least 10 business days prior to the meeting. You will be contacted with confirmation.

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<p><u>City of Mississauga</u></p>	<p>Council and Committee (inc. CofA) meetings are <u>live streamed</u>. Public Comments:</p> <ul style="list-style-type: none"> • The public may submit comments regarding agenda matters to the city.clerk@mississauga.ca at 4:30 PM two days prior to the meeting. Comments submitted will be considered as public information and entered into the public record.
<p><u>City of Brampton</u></p>	<p>Council meetings are <u>live streamed</u>. Committee meetings are cancelled until May. Correspondence related to agenda business to be considered at the Council Meeting may be submitted via email to the City Clerk at cityclerksoffice@brampton.ca up until the start of the meeting. During the Council Meeting, the public may submit questions regarding decisions made at the meeting via email to the City Clerk at cityclerksoffice@brampton.ca, to be introduced during the Public Question Period section of the meeting.</p>
<p><u>Town of Caledon</u></p>	<p>Council meetings are <u>live streamed</u>. Committee meetings are cancelled until further notice. The public may submit comments regarding Agenda matters to agenda@caledon.ca. Comments submitted may be considered as public information and entered into the public record. The Public is welcomed to call into the WebEx meetings. The number and meeting access code is provided in the details of the Council Agenda for that meeting.</p>

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