



## **MUNICIPAL CLERK'S OFFICE**

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**TO:** Council  
**DATE:** October 27, 2020  
**FILE:** N/A  
**SUBJECT:** Livestreaming of Municipal Planning Commission Meetings

**DIVISION:** All  
**APPLICATION:** N/A

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### **POLICY DIRECTION:**

*Procedure Bylaw C-7907-2019 (Procedure Bylaw)* states that County Council meetings are recorded and livestreamed to the public and that board and committee meetings may be recorded and livestreamed to the public.

### **EXECUTIVE SUMMARY:**

Meetings of the County's Municipal Planning Commission (MPC) are not currently livestreamed. Meetings are recorded and uploaded to the County's YouTube channel after a meeting is concluded.

In order to meet the requirements of the *Meeting Procedures (COVID-19 Suppression) Regulation*, Alberta Regulation 50/2020, MPC meetings were temporarily livestreamed in the spring of 2020 when the County Hall was closed to the public due to Covid-19. Since that time, Administration has received requests to resume livestreaming MPC meetings from members of the public, staff from the County's Planning and Development department, and recently from the MPC as noted below:

On October 8, 2020, the MPC passed the following resolution:

*MOVED by Vice-Chair Schule that the Municipal Planning Commission recommend to Council that the meetings be livestreamed, starting October 29, 2020.*

### **ADMINISTRATION RECOMMENDATION:**

Administration recommends approval in accordance with Option #1.

### **BACKGROUND:**

Board and committee meetings are not required to be recorded or livestreamed as outlined under section 85 of the *Procedure Bylaw*. On January 14, 2020, Council directed Administration to record MPC meetings and upload the video to the County's YouTube channel once the meeting is done. No direction was given to livestream MPC meetings.

Livestreaming increases access to members of the public and would help the productivity of staff from Planning and Development as they would be able to monitor the livestream while working from their desks rather than attending the entire meeting in anticipation of their items being heard by the MPC.



**BUDGET IMPLICATIONS:**

Livestreaming a meeting on the County's YouTube channel requires dedicated technical and monitoring support that is not needed if a meeting is simply recorded and uploaded after the fact. Additionally, Administration expects livestreaming MPC to increase the productivity of Planning and Development staff, as it eliminates the need for staff to sit in chambers waiting for their item, thus offsetting any potential costs. For these reasons, Administration has no concerns about the potential cost implications of livestreaming MPC.

**STRATEGIC OBJECTIVES:**

Livestreaming MPC meetings aligns with Council's strategic theme of Service Excellence. Administration believes that livestreaming MPC supports the creation of a culture of customer service as well as enhancing the transparency and communication strategies.

**OPTIONS:**

- Option #1:                    THAT the meetings of the Municipal Planning Commission be livestreamed as of the October 29, 2020 Municipal Planning Commission meeting date.
- Option #2:                    THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

"Kent Robinson"

"Al Hoggan"

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Executive Director  
Corporate Services

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Chief Administrative Officer

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