



STRATFORD CITY COUNCIL PUBLIC MEETING COVID-19 ELECTRONIC MEETINGS PROTOCOL

Public Meetings

Viewing the Public Meeting

A link to the public meeting will be included within the council agenda which will be posted on the City's website on the Friday prior to the public meeting. This can be found on the Council Calendar page by clicking the following link:

<https://calendar.stratford.ca/meetings>.

The public meeting will also be streamed to the City's Facebook page. Please note that any comments received on the Facebook live stream are not monitored by staff.

The public meeting will be recorded and will be available for viewing after the meeting. The link to the video will be available by the next business day on the Council Calendar page by clicking the date that the meeting was held and then the meeting title:

<https://calendar.stratford.ca/meetings>.

Participating in the Public Meeting

The public meeting will be held electronically.

If you think you may want to provide verbal comments at the public meeting please register to participate in the meeting by e-mailing the Clerks Department at clerks@stratford.ca. Once you have registered the Clerks Department will provide you with the details for participating in the meeting.

All requests to speak and materials that will be presented during the public meeting must be received by the City Clerk by 10am the day of the public meeting.

All participants will participate via phone and their phones will be muted upon joining the meeting.

Being a participant does not require you to provide comments during the meeting if you choose not to. At the beginning of the public commenting period, the Mayor, or Chair, will state the registered participants name and ask if they would like to provide verbal

comments. You will then have the opportunity to provide those comments. If you no longer wish to provide comments you are welcome to make a statement to that effect. If no statement is made the Mayor, or Chair, will move to the next registered participant on the list.

Receiving Comments during the Public Meeting

After the planner presentation the Mayor will ask the applicant if they would like to provide any comments or make a presentation.

During the meeting there will be an active chat function where any member of the public who is viewing the meeting live can provide comments or ask questions. The comments received will be read during the public comment portion of the public meeting.

Providing Comments- After the Public Meeting

You are still able to provide comments after the public meeting that will be incorporated into a future planning report. Contact the planner on the file if you have any comments or questions after the public meeting.

Requests to Receive Additional Information

If you would like to receive additional information on the application after the public meeting please send a request to the City Clerk , Tatiana Dafoe by e-mail at: clerks@stratford.ca or by telephone at [519-271-0250 Ext. 237](tel:519-271-0250) with your name, file number, mailing address and e-mail (if e-mail is your preferred method of contact).

Duration of Electronic Meetings

Changes to the *Municipal Act* allows members of council and committees to participate in open and closed meetings electronically and be counted for the purposes of quorum during emergencies declared locally or provincially under the *Emergency Management and Civil Protection Act*. If the emergency declared is terminated prior to the hearing, the public meeting will then be held in the City of Stratford Council Chambers in City Hall, 1 Wellington Street, Stratford, or an alternative location, on the date and time the meeting is currently scheduled.