



The Corporation of the
City of Sault Ste. Marie

COUNCIL REPORT

March 17, 2025

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Rachel Tyczinski, City Clerk
DEPARTMENT: Corporate Services
RE: Procedure By-law Review 2025 Supplementary Report

Purpose

The purpose of this report is to provide supplementary information to Council with respect to proposed amendments to the Procedure By-law.

Background

The Procedure By-law Review Task Force met on March 17, 2025 to discuss accessibility concerns regarding recording and archiving of board and committee meetings.

Analysis

Currently, all meetings of boards and committees whose members are appointed by City Council are livestreamed. Recordings are available post-meeting on the City's YouTube channel.

The Procedure By-law Review Task Force had initially recommended removing the requirement to livestream/record board and committee meetings.

In view of accessibility and transparency concerns, the Task Force is now recommending that the words "Board and committee meetings will not be recorded" be removed from the proposed by-law.

The Task Force further recommends that if a board or committee meeting loses the livestream, they may recess for 5-minutes and, if the livestream cannot be re-engaged, will resume without a broadcast.

Recordings of board and committee meeting broadcasts will remain on the City's YouTube channel until minutes of the meetings are approved.

Financial Implications

There is no financial impact.

Strategic Plan / Policy Impact / Climate Impact

This is an operational matter not articulated in the corporate Strategic Plan.

There is no climate impact.

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Recommendation

It is therefore recommended that Council take the following action:

Resolved that the supplementary report of the City Clerk dated March 17, 2025 concerning Procedure By-law Review 2025 be received and that the proposed by-law as revised be presented at the April 7, 2025 meeting of Council.

Respectfully submitted,

Rachel Tyczinski

City Clerk

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