



**GRAND VALLEY**

## **STAFF REPORT**

**To:** Mayor and Members of Council

**From:** Donna Tremblay, Deputy Clerk/Communications Coordinator

**Meeting Date:** September 10, 2024

**Report Number:** **2024-053**

**Subject:** Report – Revised Live Streaming and Recording of Public Council Meetings Policy

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### **Recommendation**

**THAT** Council receive the Report – Revised Live Streaming and Recording of Public Council Meetings Policy

**AND FURTHER THAT** Council approves the revised Live Streaming and Recording of Council Meetings Policy as set out in Attachment 1 to this Report.

**AND FURTHER THAT** Council directs staff to prepare and present an amendment to the Town's Procedural By-Law 2024-10 to include a section for Live Streaming and Recording of Public Council Meetings.

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### **Executive Summary**

#### **Purpose**

To provide Council with a revised Live Streaming and Recording of Public Council Meetings Policy in accordance with Council's direction received at the August 13, 2024 Regular Council Meeting and comments received from the Town's insurance provider.

## Key Findings

On August 13, 2024 Council received [Report Updates- Live Streaming and Recording of Council Meetings and Launch of Re-designed Municipal Website](#) and requested revisions to the Public Access and Use of Recording and Removal of Live Stream Recordings from the Website policy sections.

The Town's insurance provider has reviewed and provided comments with respect to the Disclaimer policy section, and in particular section 3.3, as it relates to Councillor protection.

Staff are recommending revisions to this section of the policy to address the insurer's comments.

## Financial Implications

There are no financial implications to this report.

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## Report

### Background

On August 13, 2024, Council received the Report- [Updates - Live Streaming and Recording of Council Meetings Policy and Launch of Re-designed Municipal Website](#) and provided their comments to staff with respect to amendments to various sections of the draft Live Streaming and Recording of Public Council Meetings Policy.

Prior to the August 13, 2024 Council meeting, a copy of the draft policy was shared with the Town's insurers to receive their comments/concerns. On August 15<sup>th</sup>, comments were received from the Town's insurers, and a copy of these comments can be found at attachment 2 to this report. Staff are recommending an amendment to policy Disclaimer section to address their concerns.

### Discussion

During Council discussions, amendments were provided to the following sections of the draft policy:

#### 6. Public Access and Use of Recordings

Council requested the following amendments:

Replace "*Within a reasonable time*" with "*Within 72 hours*"

Add *“Delay in posting recordings beyond 72 hours will be communicated on the Town’s website with details of when the recording will be available.”*

### **7. Removal of Live Stream Recording from Website**

Council requested the following amendment:

Remove *“or in the absence of the CAO/Town Clerk, the Mayor Chairperson/Presiding Officer”*

Staff reviewed our insurer’s comments regarding the current wording on Councillor’s protection set out in section 3 Disclaimer of the draft policy. To address these concerns, staff are recommending revising paragraph 3.3 to remove the clause, *“No protection will be afforded to Council Officials”* and include a new paragraph 3.4 setting out Council’s protection as follows:

### **3. Disclaimer**

*3.4 Council Officials may be afforded protection for comments and statements made during the live streaming of Council meetings which may be or are subsequently challenged in a Court of Law and determined to be potentially defamatory or inappropriate, subject to the terms of the Town’s insurance policy in effect at the time of the comments and claims made.*

A revised policy is included as attachment 1 and incorporates Council’s requested amendments and staff’s recommended revisions.

### **Financial Impact**

There are no financial implications to this report.

### **Consultations**

Intact Public Entities

### **Attachments**

Attachment 1 – Revised Policy – Live Streaming and Recording of Public Meetings

Attachment 2 - Email from Colin Smith, Regional Manager, Intact Public Entities

### **This report was submitted by**

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### **This report was approved by**

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