



**TOWNSHIP OF EDWARDSBURGH CARDINAL
ACTION ITEM**

Committee: Committee of the Whole – Administration & Operations

Date: January 9, 2023

Department: Administration

Topic: Update to Meeting Recording Policy

Purpose: To update the meeting recording policy to incorporate additional meetings available to the public.

Background: During the council orientation and inaugural meeting, members highlighted the need for increased openness and transparency within local government.

Upon review of the 2020 policy, updating the meeting recording policy to incorporate additional meeting types that were previously not included (Port Management Committee, Public Meetings, and Committee of Adjustment) may increase public awareness, public outreach and provide for a more open and transparent approach for Council and Committees.

By incorporating the above noted meeting types, along with the already including council and committees of the whole, the public/open portions of the meetings will be recorded and published to the Township's YouTube page and posted on the Township's website through the council calendar video section dedicated for each specific meeting.

Policy Implications: A bylaw is required to update this policy.

Financial Considerations: There will be no financial implications associated with the approval of the proposed updated policy.

Recommendation: That Committee recommends that Council adopt the proposed updated meeting recording policy, as attached.

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Clerk

Handwritten signature of the CAO in cursive.

CAO