

The Corporation of the Township of Tiny



Live Streaming Protocol

APPROVAL DATE:
10/12/2016

REVISION DATE:
10/19/2023

Page 1 of 1

Regular Committee of the Whole and Council meetings, as well as Special Meetings of Council, conducted in the Council Chambers located in the Municipal Building at 130 Balm Beach Road West will be live streamed.

Any Council Meeting held outside of the Council Chambers will be exempt from live streaming and audio recording.

The official record of all Council Meetings shall be the written minutes in accordance with the Municipal Act, Section 239 (1) which states that minutes of meetings are to be recorded without note or comment by the Clerk or designate.

Public Notification:

In order to advise presenters and members of the public that meetings are being broadcasted, recorded and available on the internet the following shall be implemented:

1. Signage shall be posted in the Council Chambers.
2. Notation shall be added to all Council, Committee of the Whole and Special Meeting agendas.
3. Announcement by Presiding Officer at the commencement of Council, Committee of the Whole and Special Meetings.

Live Stream Files:

The live stream file will be archived to the Township's YouTube channel. Files will be hosted on the Township's YouTube channel during the current year and for one year thereafter.

Video files from live streaming on the internet are part of the public realm and, as such, are subject to alteration by a member of the public with no municipal control over such alterations. The Township assumes no liability associated with any alterations that may be made by a member of the public on the internet.

Access to recorded proceedings shall be in compliance with the *Municipal Freedom of Information and Privacy Act*.

Meetings of Boards and Advisory Committees of Council will not be live streamed or audio recorded with the exception of the Committee of Adjustment meetings. Due to its quasi-judicial nature, the Committee of Adjustment meetings will be live streamed only and not archived.

Closed session Council Meetings shall not be live streamed or audio recorded.