

# Meetings of Council - Electronic Devices Policy

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## **Purpose:**

The purpose of this policy is to provide guidance to elected officials, municipal staff and the public with respect to the appropriate use of electronic devices during meetings of council.

## **Scope:**

This policy applies to meetings of St. Mary's municipal council and committees of council.

## **Conduct of meeting attendees:**

Elected officials and municipal staff shall:

- Turn off all cellular phones and electronic devices, except those in use to facilitate the meeting, or otherwise set them so as not to emit any audible sound during the meeting.
- Not respond to phone calls, emails or text messages while the meeting is in session.
- Not in any way record or photograph proceedings.
- Disable all internet connections for all electronic devices during in-camera meetings except those in use to facilitate the in-camera meeting.

Members of the public shall:

- Not bring into council chambers cellular phones or electronic devices which emit a sound unless such devices are turned off or otherwise set to non-audible.
- Not in any way record or photograph proceedings.

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Municipal Clerk

Date