



## **Conduct at Council, Committee or other Public Meetings**

During meetings, all those in attendance shall conduct themselves in a dignified manner, and shall maintain decorum and demonstrate respect for elected officials, administration, delegates and members of the public, when observing or participating in proceedings.

Discriminatory language or behavior based on an individual's race, ancestry, place of origin, ethnic origin, creed, gender, sexual orientation, age, colour, marital status or disability and/or any use of indecent, disrespectful, or offensive words, symbols, or advertising will not be tolerated.

Anyone failing to adhere to the conduct guidelines may be asked to leave the meeting.

## **Mobile or other Electronic Devices**

Please silence all mobile or electronic devices, phones, radios or pagers for the duration of the meeting. If you must make or take a call, please exit the meeting for the duration of the call.

## **Washrooms**

Washrooms are available on the upper floor across the atrium from the Council Chambers. Washrooms are available on each floor of the Civic Centre.

## **Use of Photography and Video**

The meetings of Essex County Council are broadcast via YourTV Cogeco, and over the County's Livestream site online. Attending a meeting of Council may result in photos or videos of attendees being broadcast and/or recorded.

## **Emergency Procedures**

There is a fire safety plan posted in the Council Chambers. In case of fire, or other facility or event emergency, please exit in an orderly fashion, using the nearest safe stairway, and exit the building from the nearest safe exit doors.

There is a fire extinguisher located in the Council Chambers by the exit door, as well as in the atrium.

A first aid kit is available in the Council Chambers and Automated External Defibrillator (AED) units are available on each floor of the Civic Centre, with the nearest one being in the hallway on the upper floor to the right when exiting the Council Chambers.

## **Elevator and Stairs**

The Civic Centre is equipped with an elevator. In case of fire, please do not use the elevator. If you require assistance to exit the building please advise County or Emergency personnel.

There are two primary stairwells to exit the second floor, one located centrally (the spiral stairs) which will lead to the main floor, and another across the atrium from the Council Chambers. There is another secondary exit located at the South end of the building.

Thank you for your cooperation.