

THE CORPORATION OF THE VILLAGE OF SALMO

BYLAW #704

A BYLAW TO AMEND THE PROCEDURES OF COUNCIL MEETINGS

WHEREAS Section 128 of the *Community Charter* requires the establishment of procedures to be followed for meetings of Council and Council committees in conducting their business;

WHEREAS Council has determined that the Village of Salmo Procedures Bylaw #663, 2014 should be amended to update procedures for electronic meetings;

NOW THEREFORE the Council of the Village of Salmo, in open general meeting assembled, enacts as follows:

1. AMENDMENTS

- 1.1. Schedule A – Revised PART 2, Section 2 – New definitions as detailed.
- 1.2. Schedule B – Revised PART 2, Section 8 Electronic Meetings of Council Procedures Bylaw #663, 2014.

2. CITATION

- 2.1. This Bylaw may be cited for all purposes as "**COUNCIL PROCEDURES AMENDMENT BYLAW #704, 2021**".

3. ENACTMENT

- 3.1. If any section, subsection or clause of this Bylaw is held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and shall not affect the validity of the remainder of this Bylaw.
- 3.2. This Bylaw shall come into full force and effect on the day of adoption.

READ A FIRST TIME	this 14 th day of December, 2021
READ A SECOND TIME	this 14 th day of December, 2021
READ A THIRD TIME	this 14 th day of December, 2021
RECONSIDERED AND FINALLY ADOPTED	this 14 th day of December, 2021

Originally Signed By:

Diana Lockwood
Mayor

Anne Williams
Chief Administrative Officer

I HEREBY CERTIFY THIS TO BE A TRUE COPY OF THE VILLAGE OF SALMO "COUNCIL PROCEDURES AMENDMENT BYLAW #704, 2021".

Anne Williams
Chief Administrative Officer

SCHEDULE A

REVISIONS TO COUNCIL PROCEDURES BYLAW #663 – PART 2, Section 2

Section 2 – Definitions is revised to include the following new definitions:

“Electronic meetings” means, meetings where all members of a Council or Council Committee may participate electronically (e.g. videoconference, audioconference or telephone).

“Electronic participation” means, allowing for a hybrid meeting where some members of Council or a Council Committee attend in person, and other members attend by electronic means.

SCHEDULE B

REVISIONS TO COUNCIL PROCEDURES BYLAW #663 – PART 2, Section 8

Section 8 - Electronic Meetings is revised as follows:

- 1) Provided the conditions set out in subsection 128(1) of the *Community Charter* are met:
 - a) a Regular Council meeting may be conducted by means of visual and audio or audio electronic or other communication facilities if:
 - i) members of the public are allowed to access the meeting electronically.

Special Council Meetings

- 2) Provided the conditions set out in subsection 128.1(2) of the *Community Charter* are met:
 - a) a special Council meeting may be conducted by means of visual and audio or audio electronic or other communication facilities if:
 - i) a matter requires a resolution of Council and a quorum of Council cannot be present,
 - ii) a deadline attached to a matter and a quorum of Council cannot be present.
 - iii) a Public Health Order or other Emergency Order is in place disallowing or discouraging gathering in person.
 - iv) members of the public are allowed to access the meeting electronically.

Council Committee Meetings

- 3) Provided the conditions set out in subsection 128.2(2) of the *Community Charter* are met:
 - a) a Council committee meeting may be conducted by means of visual and audio or audio electronic or other communication facilities if:
 - i) members of the public are allowed to access the meeting electronically.

Electronic participation by members in Council and Council Committee meetings

- 4) Provided the conditions set out in subsection 128.3(1) of the *Community Charter* are met:
 - a) A Council, Special Council or Council Committee meeting may allow a mix of electronic and in-person participation.
 - b) A member of Council or a Council Committee who is unable to attend in person at a regular Council meeting, a Special Council meeting or a Council Committee meeting may participate in the meeting by means of electronic or other communication facilities.
 - c) All electronic meetings must be conducted in accordance with the relevant sections of the Council Procedures Bylaw.
- 5) Except for any part of the Council meeting, Special Council meeting or Council Committee meeting that is closed to the public, there must be provision made for the public present at a meeting to hear, or watch and hear, the participation of the member who is unable to attend the meeting in person.
- 6) Members of Council or a Council Committee who are participating in a meeting conducted in accordance with this section are deemed to be present at the meeting.

- 7) As per PART 2, Sections 6 and 7, Council must provide advance public notice of the way in which the meeting is to be conducted by means of electronic or other communication facilities.
- 8) The member presiding at a special Council or Council Committee meeting may participate electronically.
- 9) All members of Council at one time may participate at a council meeting under sections 8(1) and 8(2).
- 10) All members of a Council Committee at one time may participate at a Council Committee meeting under section 8(3).