

qathet Regional District

BYLAW No. 557.3

Being a bylaw to amend the Board Procedure Bylaw No. 557, 2020

The Board of the qathet Regional District, in open meeting assembled, enacts as follows:

1. Citation

1.1. This bylaw may be cited as the “Board Procedure Amendment Bylaw No. 557.3, 2026”.

2. Amendments

2.1. "Board Procedure Bylaw No. 557, 2020" is hereby amended as follows:

- 2.1.1. In section, “Definitions” Substitute ““Vice-Chair” means the Vice-Chair of the Board, who is elected under the Local Government Act.”
- 2.1.2. In section, “Chair and Vice-Chair Positions” insert the words “and a Vice-Chair” immediately after the word “Chair” in the clause, “The Assembly shall elect a Chair from among its Members at its inaugural meeting each year.”
- 2.1.3. In section, “Chair and Vice-Chair Positions”, strike out clause: “Annually at the inaugural Board meeting, the Board will designate its eligible Members, other than the Chair, to serve as the Vice-Chair on a rotating basis according to the alphabetical order of Directors’ surnames for commencing on the date of the inaugural Board meeting. The calculation of period of time served will be the term divided between total eligible Members.”
- 2.1.4. In section, “Chair and Vice-Chair Positions”, strike out clause: “If both the Chair and Vice-Chair are unavailable for any reason including incapacitation, and a State of Local Emergency must be called, the next designated Vice-Chair will act in the place of the Chair.”

- 2.1.5. After section, "Interruption in Communication", add in the following new section and subsections:

Public Notice and Access for Electronic Meetings Application

1. Where a meeting is held electronically, public notice of the meeting must be given in accordance with this bylaw and the facilities must, except for any part of the meeting that is closed to the public, enable members of the public to hear, or watch and hear, the meeting.
 2. The notice of meeting must specify the physical location at which the meeting is deemed to be held, and the facilities at that location must enable members of the public to hear, or watch and hear, the meeting.
 3. Except for any part of the meeting that is closed to the public, a regional district officer must be in attendance at the specified place for electronic regular and special board meetings.
- 2.1.6. In section, "Agenda", strike out the words "prior to completion of the agenda" and insert "The submission must meet requirements established in this bylaw, Regional District policy, or parliamentary authority.", into the clause, "Any Director wishing to place an item on the agenda for consideration by the Board shall notify the Corporate Officer in writing prior to completion of the agenda. The Corporate Officer shall place the item on the agenda, under the applicable heading with the Director's name beside it, to indicate that the Director will be speaking to the item at the meeting."
- 2.1.7. In section, "Registered Delegations", insert the following new section "Requests to appear as a Delegation in relation to a matter that appears on the Agenda must be received by the Corporate Officer no later than twenty-four (24) hours prior to the meeting, together with any materials the Delegation intends to present, or be considered in accordance with the Late Items provisions of this bylaw."
- 2.1.8. In section, "Meeting Decorum", strike out "will" and insert "may" in the clause, "The Chair will determine seating arrangements at the meeting table."
- 2.1.9. In section, "Order of Proceedings", insert "Business Arising from Correspondence" to the section.
- 2.1.10. In section, "Rules of Debate", insert the following section "Despite section [4.46], at the commencement of consideration of an agenda item and before a motion is introduced, the Assembly may, by unanimous agreement, permit up to two (2) minutes of general discussion per Member for the purpose of seeking clarification or framing the issue."

