

**DISTRICT OF COLDSTREAM
BYLAW NO. 1836, 2024**

**A BYLAW TO AMEND THE COUNCIL PROCEDURE BYLAW NO. 1742, 2019, BY AMENDING PART 4 –
COUNCIL MEETINGS**

The Council of the District of Coldstream, in open meeting assembled, enacts that the District of Coldstream Council Procedures Bylaw No. 1742, 2019, be amended as follows:

TITLE

1. This Bylaw may be cited as “DISTRICT OF COLDSTREAM COUNCIL PROCEDURE AMENDMENT BYLAW NO. 1836, 2024, AMENDMENT NO. 2”.

INTERPRETATION

2. Unless otherwise provided in this Bylaw, words and phrases used herein have the same meanings as in the *Community Charter, Local Government Act* and the *Interpretation Act* as the context and circumstances may require.
3. A reference to an Act in this Bylaw refers to a statute of British Columbia, and a reference to any statute, regulation, bylaw or other enactment refers to that enactment as it may be amended or replaced from time to time.
4. Words in the singular include the plural, and words in the plural include the singular.
5. Headings are for convenience only and must not be construed as defining or limiting the scope or intent of the provisions.

SEVERABILITY

6. If any part of this Bylaw is held to be invalid by a court of competent jurisdiction, the invalid part is severed and the remainder of the Bylaw continues to be valid.

AMENDMENT

7. Section 21 – Time and location of meetings is amended as shown in **RED** in Schedule A of this bylaw.
8. Section 22 – Electronic meetings and participation by council members is amended as shown in **RED** in Schedule A of this bylaw.
9. The Table of Contents and subsequent sections are updated accordingly to reflect the addition to Sections 21 and 22.

READ A FIRST TIME this	day of	2024
READ A SECOND TIME this	day of	2024
READ A THIRD TIME this	day of	2024
ADOPTED this	day of	2024

Corporate Officer

Mayor

Attachment: Schedule 'A' – Sections 21 and 22 of the Council Procedure Bylaw – amendments in red.

Notice of the consideration of Bylaw No. 1836, 2024 was posted on the bulletin board at the District of Coldstream Municipal Office from XXXXXX to XXXXXX.

Notice of the consideration of Bylaw No. 1836, 2024 was published in the XXXXXXXX and XXXXXXXX issues of the Vernon Morning Star and distributed in the District of Coldstream.

Council Procedures Amendment Bylaw No. 1836, 2024, Amendment No. 2

PART 4 – COUNCIL MEETINGS

Inaugural Meeting

- 20 (1) Following a general local election, the first council meeting must be held on the first Monday in November in the year of the election.
- (2) If a quorum of council members elected at the general local election has not taken office by the date of the meeting referred to in subsection (1), the first council meeting must be called by the Corporate Officer and held as soon as reasonably possible after a quorum has taken office.

Time and location of meetings

- 21 (1) All council meetings must take place within the Municipal Hall except when Council resolves to hold meetings elsewhere.
- (2) Regular council meetings must
- (a) be held on the second and fourth Monday of each month;
 - (b) be held in Lavington twice annually, one in the Spring and one in the Fall, and that any additional meetings to be held in Lavington be scheduled by a resolution of Council;
 - ~~(bc)~~ begin at 6:00 p.m.;
 - ~~(cd)~~ be adjourned at 10:00 p.m. on the day scheduled for the meeting unless Council resolves to proceed beyond that time in accordance with section 46; and
 - ~~(de)~~ when such meeting falls on a statutory holiday, be held on the next day the Municipal Hall is open.
- (3) Regular Council meetings may:
- (a) be rescheduled to a different day, time and place by the Mayor, provided the Corporate Officer is given at least two (2) days written notice;
 - (b) be cancelled at the discretion of the Mayor with the consent of the majority of council members, provided the Corporate Officer is given at least two (2) days written notice and not more than two (2) consecutive meetings are cancelled.

Council Procedures Amendment Bylaw No. 1836, 2024, Amendment No. 2

Electronic meetings and participation by council members

- 22 (1) For the purposes of this section, electronic participation in a meeting means that a meeting may be conducted for all or part of a meeting by means of electronic or other communication facilities that
- (a) enable the meeting's participants to hear, or watch and hear, each other; and
 - (b) enable the public to hear, or watch and hear, the participation of members during that part of the meeting that is open to the public.
- (2) Members may participate electronically: ~~in a council meeting, COTW or committee meeting, or public hearing, if~~
- (a) if the member is on a medical leave; or
 - (b) participation is necessary to preserve quorum; ~~or-~~
 - (c) up to a maximum of four (4) consecutive Council Meetings, unless otherwise authorized by Council; and
 - (d) up to a maximum four (4) consecutive Committee of the Whole Meetings, unless otherwise authorized by the Committee; and
 - (e) at any other meeting, when authorized by Council.
- (3) Notwithstanding section 22(2), members may participate electronically in a meeting provided that a provincial or local state of emergency has been declared and in-person participation in a meeting would be inconsistent with the declaration.
- (4) No more than two (2) members at one time may participate electronically at a meeting under section 22(2), unless authorized by Council.
- (5) Only a member who is physically present may preside at a meeting at which there is electronic participation.
- (6) A member who participates in a meeting electronically is deemed to be present at the meeting.
- (7) A member who is participating electronically in the voting on a matter, must indicate their vote verbally.
- (8) Equipment failure or other occurrence that prevents or limits electronic participation will not result in meeting adjournment unless the failure results in loss of quorum.
- (9) Electronic participation will only be permitted where existing facilities at the location of the meeting accommodate electronic participation.