

NOTICE OF INTENT TO CONSIDER BOARD PROCEDURE BYLAW 778, 2022

In accordance with section 94 of the *Community Charter* and section 225 of the *Local Government Act*, notice is hereby given that the Regional District of Kitimat-Stikine (RDKS) Board of Directors gave 1st and 2nd reading to Kitimat-Stikine Board Procedure Bylaw No. 778, 2022 which will repeal Kitimat-Stikine Board Procedure Bylaw No. 695, 2017 at the Regular Board Meeting on October 21, 2022. The proposed bylaw will be on the agenda for adoption at the December 16th Board meeting.

In addition to re-ordering and restructuring, some minor revisions and additions to provide clarity, and housekeeping changes; key changes to the bylaw includes, but is not limited to, the following:

- Definitions: Definitions updated.
- Adding an Application of the Rules of Procedure: including changing Bourinot's rules of Order to Robert's Rules of Order.
- Suspension of the Rules of Procedure: new section added to state in what circumstances the rules of procedure in the procedure bylaw may be temporarily suspended.
- Adding procedure for the election of Chair and Vice Chair.
- Agenda: revised to reflect agenda being published in an electronic format and provision for process of late items. Adjournment: new section added to note the length of regular meetings unless extended by a vote of the Board.
- Closed meeting section was added for rules and procedures regarding closed meetings.
- Correspondence section was added to outline how incoming correspondence to Board will be addressed.
- Electronic Meeting Provisions: Updated to allow for electronic meetings in accordance with the *Local Government Act* and emergency circumstances. Electronic Participation: outlining when a member may participate electronically.
- Order of Proceedings has changed to reflect the change in the order of the agenda and to include Territorial Acknowledge. As well as processes to amend the agenda, change the order of proceedings and recess and reconvening of a meeting.
- Rules of Conduct and Debate and Points of Order sections have been revised to aid in maintaining order and conduct of debate, ensuring meeting rules are followed, viewpoints are heard, and rules on deciding points of order.
- Motions: adding sections to help with clarity on dealing with motions. As well as adding a section on procedures for Notice of Motions, Amendments, and Reconsideration of a Motion.
- Adding a section on use of recording and video recording devices in meetings.
- Delegations & Petitions: updated to state that groups or individuals wishing to speak to board, committees, or commission must do so in writing in accordance with Regional District policy.
- A Question Period from the Media & Public section was added to outline process for the question period at the end of the meeting.
- Bylaws: additional provisions and detail regarding bylaws including how a bylaw will be read and adopted and if a public hearing is to be held, the bylaw shall have 2 readings and then a public hearing is held.
- Committees and Commissions: Some amendments to Standing and Select Committees for clarification and sections on process for commissions, Advisory committees, and Committee of the Whole were added.
- Code of Ethics and Conduct for Members is removed from the procedure bylaw to be reviewed and revised and placed in a policy that will be approved by the board at a later meeting.

Bylaw No. 778 will be available for viewing on the Regional District of Kitimat-Stikine website at www.rdks.bc.ca Requests for copies of the proposed Bylaw, questions and comments up until December 8, 2022 at 4:00 p.m. can be directed to Renee Lukasser, Corporate Officer, at 615-6100 or reneel@rdks.bc.ca