

NO. 20-053

COUNCIL PROCEDURES BYLAW

A BYLAW OF THE CITY OF VICTORIA

The purpose of this Bylaw is to amend the procedures to be followed by Council and Council committees in conducting their business through electronic participation.

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1 Title

This bylaw may be cited as COUNCIL PROCEDURES BYLAW AMENDMENT (NO. 1) BYLAW No. 20-053

2 Amendment

Council Procedures Bylaw No. 16-011 is hereby amended by:

- a) deleting section 9 in its entirety and replacing it with the following

Electronic participation by members

- 9 (1) For the purposes of this section, electronic participation in a meeting means participation by use of telephone communications or by Voice Over Internet Protocol (VOIP) that
 - (a) enable the meeting's participants to hear and speak with each other, and
 - (b) enable the public to hear the participation of Council members during that part of the meeting that is open to the public.
- (2) Council may participate electronically in a Council meeting if
 - (a) at least 24 hours before the meeting those members notified the City Clerk of their intended absence; or,

- (b) if circumstances warrant the convening a meeting where electronic participation is necessary due to other circumstances.
- (3) A meeting at which there is electronic participation must not include any of the following public hearings:
 - (a) hearings to which section 890 of the *Local Government Act* applies;
 - (b) hearings for heritage conservation matters under Part 27 of the *Local Government Act*.
- (4) Written material at a meeting at which there is electronic participation, if that material is presented to the meeting without being included in either the agenda package or late agenda items sent to the members participating electronically, must be audibly read into the record.
- (5) A member, who is participating electronically in the voting on a matter, must vote by audibly stating that they vote in favour or oppose.
- (6) If there is an interruption in the communications' link to a member who is participating electronically, the other Council members may
 - (a) decide on a short recess until it is determined whether or not the link can be re-established, or
 - (b) continue the meeting and treat the interruption in the same manner as if a member who is physically present leaves the meeting room.
- b) deleting section 10 in its entirety and replacing it with the following

Application of rules of procedure

- 10 (1) In cases not provided for under this Bylaw, Robert's Rules of Order Newly Revised, 11th edition, 2011, apply to the proceedings of Council to the extent that those Rules are
 - (a) applicable in the circumstances, and
 - (b) not inconsistent with provisions of this Bylaw or the *Community Charter*
- (2) The rules of procedure contained in this Bylaw except those that are governed by statutory provisions, may be temporarily suspended by a majority vote of the Council members present.

READ A FIRST TIME the day of 2020

READ A SECOND TIME the day of 2020

READ A THIRD TIME the day of 2020

ADOPTED on the day of 2020

CITY CLERK

MAYOR