



Public Input Information Package

December 13, 2021 at 7:00 pm

*Council Chambers
2225 Otter Point Road*

Council Procedure Amendment Bylaw

Proposed Bylaw:	Council Procedure Amendment Bylaw No. 833 (728-03), 2021
Purpose:	To increase the number of Council members that may attend a meeting electronically.

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| 1. Advertisement of Public Input published in the Sooke News Mirror <ul style="list-style-type: none">• December 1 and December 8, 2021 | 1 |
| 2. Staff report to Council dated November 8, 2021. | 3 |
| 3. Council Procedure Amendment Bylaw No. 833, 2021 at third reading. | 5 |

*Please note that written and verbal submissions will
become part of the public record.*

Printed November 30, 2021



Notice of Intent to Adopt

(pursuant to sections 124 and 94 of the Community Charter)

Council Procedure Amendment Bylaw No. 833 (728-03), 2021

Notice is hereby given that the District of Sooke Council will consider adoption of the *Council Procedure Amendment Bylaw No. 833 (728-03), 2021* at the **December 13, 2021**, Regular Council meeting.

Date: **Monday, December 13, 2021**
Meeting Time: **7:00 p.m.**
Place: **District of Sooke, Council Chambers
2225 Otter Point Road**

The purpose of this bylaw is to amend the District of Sooke's Council Procedure Bylaw to increase the number of Council members that may attend meetings electronically.

Copies of the proposed bylaw are available for public inspection starting **Wednesday, December 1, 2021** until **Monday, December 13, 2021** on the District's website www.sooke.ca, as well at the front reception counter of the District of Sooke Municipal Hall, between the hours of 8:30 a.m. and 4:30 p.m., excluding weekends and statutory holidays.

Public Input:

Please be advised that District of Sooke Council meetings are open to the public to attend in-person, and public participation will not be available virtually as the authority to do so has expired and is not authorized by the District's Council Procedure Bylaw. All public attendees are required to wear a mask and remain seated for the duration of the meeting unless they wish to address Council during the public input opportunities.

Members of the public may express their support or opposition to the proposed bylaws in one of the following ways:

- 1) Attend the in-person Council meeting and speak during the designated public input opportunity.
- 2) Submit written comments to Council.
 - Written comments submitted prior to Monday, December 13, 2021 at 12:00 noon will be included in a public agenda and considered by Council. Please submit to corp@sooke.ca

If you wish to view the meeting online and do not wish to participate, you can watch the meeting live at <http://sooke.ca/livestream>.

Carolyn Mushata
Corporate Officer



Council Procedure Amendment Bylaw No. 833

RECOMMENDATION:

THAT Council give First, Second and Third Reading to "Council Procedure Amendment Bylaw No. 833 (728-03), 2021".

Previous Council Action:

At the October 25, 2021 Regular Council meeting, the following resolution was passed:

THAT Council direct staff to bring forward an amendment to section 10(3) of the Council Procedure Bylaw to permit 4 members of Council, physically unable to attend in person, to attend meetings electronically at any one time.

AND THAT staff be directed to bring this regulation back to Council with full consideration of electronic meetings.

Report:

During the COVID-19 pandemic, gatherings were restricted under provincial health orders. As a result, the Province authorized electronic Council meetings under Order M192 so that business could continue. Order M192 expired on September 28, 2021 but an amendment to the *Community Charter* that into effect on September 29, 2021 now provides permanent authority for electronic meetings as long as they are authorized by the municipality's Council Procedure Bylaw.

Staff are awaiting an update to the electronic meeting best practices from the Province. Once received, the issue as a whole, will be brought forward for Council consideration. In the interim, Council has directed staff to bring forward an amendment to increase council member electronic participation to a maximum of four (4). Under the current bylaw, only one member of council may participate electronically.

The draft amendment bylaw is attached for consideration.

Legal Impacts:

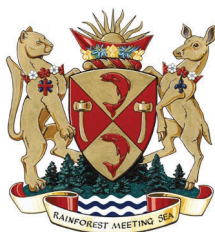
In accordance with section 124(3) of the *Community Charter*, notice will be provided regarding the proposed amendment prior to adoption for two consecutive weeks.

Attached Documents:

[833 \(728-03\) Council Procedure Amendment, 2021](#)

Approved by
Carolyn Mushata, Corporate Officer
Norm McInnis, Chief Administrative Officer

Approved - 26 Oct 2021
Approved - 27 Oct 2021



DISTRICT OF SOOKE COUNCIL PROCEDURE AMENDMENT BYLAW No. 833

A bylaw to amend the “Council Procedure Bylaw No. 728, 2019” to increase the number of Council members that may attend electronically.

The Council of the District of Sooke, in open meeting assembled, enacts as follows:

Citation

1. This Bylaw is cited as the “Council Procedure Amendment Bylaw No.833 (728-03), 2021”.

Amendments

2. Section 10 is hereby amended by deleting subsection (3) and replacing it with a new subsection (3) as follows:

“(3) No more than four (4) Members of Council, physically unable to attend in person, may participate at a meeting under subsection 1(a) at any one time.”

READ a FIRST, SECOND and THIRD time the 8 day of November, 2021.

PUBLIC NOTICE placed the 1 day of December and the 8 day of December, 2021.

ADOPTED the ____ day of _____, 2021.

Maja Tait
Mayor

Carolyn Mushata
Corporate Officer