

THE CORPORATION OF THE CITY OF COURTENAY

BYLAW NO. 2846

A bylaw to amend Council Procedure Bylaw No. 2730, 2013

WHEREAS the *Community Charter* requires that a council must, by bylaw, establish the general procedures to be followed by council and committees in conducting their business.

NOW THEREFORE the Council of the Corporation of the City of Courtenay, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as “**Council Procedure Amendment Bylaw No. 2846, 2016**”.
2. **Council Procedure Bylaw No. 2730, 2013** is hereby amended as follows:
 - (a) By deleting **Section 7 (2)** and substituting the following:

Regular Council Meetings

7. (2) *Regular meetings of Council must take place on the first and third Monday of each month commencing at 4:00 p.m. except when*
 - (a) *the said Monday is a holiday, in which case Council must meet at the regularly scheduled time on the next day following the holiday;*
 - (b) *Council resolves to meet on subsequent days; or*
 - (c) *a quorum is not present within 15 minutes after the time appointed for commencement of the meeting.*

- (b) By deleting **Section 10 (1) (e) and (h)** and substituting the following:

Order of Business at Regular Meetings

10. (1) (e) *Staff reports in the following order where applicable:*

- (i) *Recreation and Cultural Services*
 - (ii) *CAO and Legislative Services*
 - (iii) *Development Services*

- (iv) *Financial Services*
- (v) *Engineering Services*
- (vi) *Public Works Services*

(h) *Reports from Council members regarding City related activities including reports from Council and External committees;*

(c) By deleting **Section 13 (4)** and substituting the following:

Delegations to Council meetings

(4) *The Corporate Officer may refuse to place a delegation or petition on the Council meeting agenda if the subject matter is not considered to fall within the jurisdiction of Council or does not relate to Council's areas of control, influence, or concern. If the delegation wishes to appeal the decision of the Corporate Officer, the appeal must be in writing, and must be presented to Council for consideration at the next available Council meeting.*

3. If any section or subsection of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this bylaw.

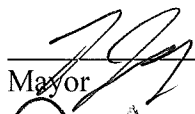
Read a first time this 7th day of March, 2016.

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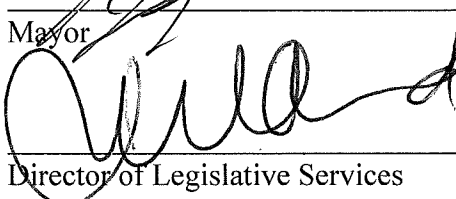
Read a third time this 7th day of March, 2016.

Notice published pursuant to section 94 of the *Community Charter* on the 10th and 15th day of March, 2016.

Finally passed and adopted this 21st day of March, 2016.



Mayor



Director of Legislative Services