

DISTRICT OF SAANICH

COUNCIL PROCEDURE BYLAW AMENDMENT

NOTICE IS HEREBY GIVEN that pursuant to Section 124 of the *Community Charter*, a COUNCIL MEETING will be held in the Saanich Municipal Hall Council Chambers, 770 Vernon Avenue, Victoria, BC, V8X 2W7, on **MONDAY, SEPTEMBER 8, 2025**, at 7:00 p.m., to allow the public to make verbal or written representation to Council with respect to the following proposed bylaw.

A. COUNCIL PROCEDURE BYLAW, 2021, AMENDMENT BYLAW, 2025, NO. 10172

The intent of this proposed bylaw is to amend the Council Procedure Bylaw to clarify processes for conducting electronic meetings and reflect changes previously directed by Council:

- Add the definitions for “Electronic Meeting” and “Electronic Participation”.
- Amend requirements for time, place and adjournment of meetings.
- Amend requirements for notice of electronic meetings.
- Amend requirements for electronic meeting procedures.
- Amend requirements for conduct and debate.
- Amend requirements for the Order and Scheduling of Business for Council meetings.
- Amend requirements for Public Input during Council meetings and Public Hearings.

A copy of the proposed bylaw may be inspected and further information may be obtained from the Legislative Division, Saanich Municipal Hall, 770 Vernon Avenue, between 8:30 a.m. to 4:30 p.m. from August 28, 2025 onwards, excluding weekends and statutory holidays.

Providing Input:

Enquiries and comments may be submitted in person, by mail, or by email and must be received no later than 12:00 p.m., noon, on the day of the meeting. All correspondence submitted will form part of the public record and may be published in a meeting agenda.

- Send your comments to Council by emailing council@saanich.ca
- Mail your comments by post to Legislative Services, District of Saanich, 770 Vernon Avenue, Victoria, BC V8X 2W7.
- Leave your written comments in the dropbox by the main door at the Municipal Hall, 770 Vernon Avenue.

To speak at the meeting, you may register to speak in person or via video on MS Teams. Please register by:

- Emailing the meeting date, agenda item you wish to speak to, and your phone number to council@saanich.ca; or
- By calling 250-475-5501 and specifying which meeting date and agenda item you wish to speak to.

The deadline for registration is 12:00 p.m. (noon) on the day of the meeting.

An opportunity to participate during the meeting will be available, please watch the webstream for details. All meetings are streamed live at [Saanich.ca/agendas](https://saanich.ca/agendas). The agenda package will be available for viewing on the Saanich website on Thursday, September 4, 2025, at [Saanich.ca/agendas](https://saanich.ca/agendas)

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