

ISLANDS TRUST CONSERVANCY

BYLAW NO. 3

A BYLAW TO AMEND THE ISLANDS TRUST CONSERVANCY BYLAW TO REGULATE THE MEETINGS OF THE ISLANDS TRUST CONSERVANCY BOARD AND COMMITTEES OF THE ISLANDS TRUST CONSERVANCY BOARD

The Islands Trust Conservancy Board, having jurisdiction in respect of the Trust Area in the Province of British Columbia pursuant to the *Islands Trust Act*, as amended, enacts as follows:

1. Islands Trust Conservancy Meeting Procedures Bylaw, 2019 is amended as follows:

a) By adding the following definition under section 1.1 Definitions:

“Delegation” means an individual or group which appears before the Board to make a presentation, submit a petition or request for action, or bring the Board up-to-date on a project, new idea or information, or concept, on a topic which falls within the jurisdiction or activities of the Board or one of its Committees; and,

"resolution without meeting" means an Islands Trust Conservancy Board resolution passed in accordance with the *Islands Trust Special Voting Regulation*;

b) By adding the words “and includes an email address” to the end of the definition for “trustee’s address” in section 1.1;

c) By deleting section 2.2 in its entirety and replacing it with the following:

“Schedule and Notice of Regular Meetings

2.2. At the last meeting of each calendar year, the Board shall establish the schedule of the date, time and place of regular Board meetings for the following calendar year, scheduling six meetings spread evenly over the year (e.g. January, March, May, July, September, and November), of which there shall be at least one in-person meeting.”

d) By adding the following section after section 2.2, and by renumbering section 2.3 Quorum and 2.4 Postponement if no Quorum accordingly:

“Schedule and Notice of Regular Meetings

2.3 The meeting schedule and any revision to the schedule shall be posted at the places specified in Part 9 of this bylaw.”

e) By deleting section 3.1 (b) in its entirety and replacing it with the following:

“Calling a Special Meeting

3.1 (b) The Board may also by resolution at a regular or special meeting or by resolution without meeting call a special meeting.

(c) In the event the resolution referred to in Section 3.1(a) or (b) is passed by a majority of trustees, the Secretary shall give notice of the special meeting to every trustee in writing at the place to which the trustee has directed that notices be sent, and to the public by

posting a copy of the notice at places specified in Section 9, at least 48 hours before the time of the meeting. The notice will indicate the day, hour, place and in general terms the purpose of the special meeting.”

- f) By deleting the words “Section 5.12” from section 5.16 and replacing them with “Section 5.13.”
- g) By adding section 9.3 as follows:

“Public Notice

9.3 Where either a regular or a special meeting is conducted by means of electronic or other communications facilities under section 10.1 (a), the public meeting notice shall include notice of the way the meeting is to be conducted by means of electronic or other communications facilities and the place(s) where the public may attend to hear, or watch and hear, the part of the proceedings that is open to the public. The notice of regular meeting shall be given in accordance with Part 9 and the notice of special meeting shall be given in accordance with Section 3.1(c).”

- h) By deleting sections 10.1 and 10.2 and replacing them with the following:

“PART 10 - ELECTRONIC MEETINGS AND ELECTRONIC ATTENDANCE AT IN-PERSON MEETINGS

10.1 (a) Regular or special meetings of the Board, may be conducted by means of electronic or other communication facilities if a majority of the members of the Board have agreed by resolution that the meeting may be conducted in this way and provided the Deputy Secretary has received sufficient notice and can make the necessary arrangements.

(b) An individual member of the Board who is unable to attend at the physical location of an in-person regular or special meeting due to special circumstances may participate in the meeting by means of electronic or other communication facilities, provided the Secretary has received sufficient notice and can make the necessary arrangements.

(c) Board members who use electronic communication facilities to participate in a meeting conducted in accordance with this bylaw are deemed present at the meeting.

10.2 (a) A regular or special meeting of a Committee may be conducted entirely by means of electronic or other communication facilities if a majority of the members of the Committee have agreed by resolution that the meeting may be conducted in this way and provided the Secretary has received sufficient notice and can make the necessary arrangements.

(b) An individual Committee member who is unable to attend at the physical location of an in-person regular or special committee meeting due to special circumstances may participate in the meeting by means of electronic or other communication facilities, provided the Secretary has received sufficient notice and can make the necessary arrangements.

(c) Committee members who use electronic communication facilities to participate in a meeting conducted in accordance with this bylaw are deemed present at the meeting.”

- 2. This Bylaw may be cited for all purposes as “Islands Trust Conservancy Meeting Procedures Bylaw, 2019, Amendment Bylaw No. 1, 2022”.

READ A FIRST TIME THIS	25 th	DAY OF	January	, 2022
READ A SECOND TIME THIS	25 th	DAY OF	January	, 2022
READ A THIRD TIME THIS	25 th	DAY OF	January	, 2022
ADOPTED THIS	8 th	DAY OF	February	, 2022

SECRETARY

CHAIR