

APPENDIX A: Notice of Motion Excerpt from Bylaw No. 3828

“Capital Regional District Board Procedures Bylaw, 2012”

Section 22 - Motions

(5) Any Member desiring to bring before the Board any new matter, other than a point of order or privilege, shall do so by way of motion; provided, however, that any new matter of major import, which may require further information than could or would normally be available to the Board at such meeting, may be referred to a Board Standing Committee agenda by the Chair, or may be ruled by the Chair as a notice of motion and shall be dealt with as provided by section 22(6).

(6) Any Member may give notice of a motion to the Board by providing the Corporate Officer with a written copy of such motion before or during a meeting, and the Corporate Officer shall, upon the Member being acknowledged by the Chair and the notice of motion being read to the meeting, include it in the minutes of that meeting as a notice of motion and shall add the motion to the agenda of the next regular Board meeting, or to the agenda of a special Board meeting scheduled for that purpose.

(7) Notwithstanding section 12(2), a motion under section 22(6) shall only be decided at its meeting of introduction if all of the following are met:

- (a) the motion's subject matter falls into one or more of the following classes:
 - (i) those items with an urgent deadline;
 - (ii) those items of minor organization impact (e.g. simple advocacy or letters of support); or
 - (iii) those items supporting the position of member local governments;
- (b) the Members present vote with a two-thirds majority to consider it.