

**BYLAW 06/19**

**A BYLAW OF THE VILLAGE OF SILTON, IN THE PROVINCE OF SASKATCHEWAN, TO PROVIDE FOR THE  
ESTABLISHMENT OF PROCEDURES WITHIN THE VILLAGE OF SILTON**

The Council of the Village of Silton, in the Province of Saskatchewan enacts as follows:

- 1) The purpose of this bylaw is to establish rules and procedures for the orderly conduct of business of Council.
- 2) **Definitions:**
  - a) "Administrator" means the person appointed as the administrator for the Village of Silton or his/her duly authorized representative or designate.
  - b) "Council" means the elected officials of the Village of Silton
  - c) "quorum" is the majority of the members of council and is required at any meeting of the council.
  - d) "improper conduct" refers to, but is not limited to speaking out of turn, inappropriate language and/or actions or disruptive behaviour.
- 3) **Meetings of Council:**
  - a) The first meeting of council following a general election is to be held within 31 days after the election, at a time, date, and place determined by the Administrator. 24 hours notice will be given to the members of council and the public.
  - b) The regular meetings of council will be held on the second Tuesday of each month at the Municipal Office, starting at 7:30 pm. If the time, date or place changes, notice will be given to any member of council that was not present at the meeting at which the change was made. Public notice will be given 24 hours before the changed meeting.
  - c) Special meetings shall be called by the administrator whenever requested by the mayor or a majority of councillors by giving 24 hours notice to the members of council and the public stating the purpose of the meeting and the date, time and place the meeting is to be held. No other business other than that stated in the notice may be transacted unless all members of council are present and agree unanimously to transact other business.
  - d) A public meeting for the discussion of any municipal matter may be called when authorized by resolution of council or upon the receipt of a petition that has been signed by the greater of either 20 voters or 5% of the population.
- 4) **Meeting Procedures**
  - a) All council meetings will be open to the public and everyone has a right to be present unless the person residing at the meeting expels a person for improper conduct.
  - b) All questions are to be decided by the majority of the votes. Each member of council has one vote and shall vote on every motion unless the member has a pecuniary interest. Each abstention and the reason shall be recorded in the minutes. If there is a tie in voting for or against a motion, the Mayor breaks the tie with his/her vote.
  - c) A minimum of 72 hrs written notice is required to be included on the agenda.

- d) Every bylaw will have 3 separate readings. If Council members wish to give a proposed bylaw all 3 readings at one meeting, they must unanimously pass a resolution agreeing to give the bylaw 3 readings at the meeting.
- 5) Council Committees
- a) External committees will have 1-2 members of council. The members will be appointed annually by the council and will have full authority to make decisions on behalf of council, with any required resolutions to be passed at the next regular meeting of council.
- i) Lumsden & District Heritage Home
  - ii) Parkland Regional Library
  - iii) EMO
  - iv) Last Mountain Regional Landfill
- b) Remuneration to be paid only to appointees of council, attending approved committee meetings, at a rate to be determined annually by council.

This bylaw received three (3) unanimous reading and shall come into force and take effect on the date of signing hereof.

A true certified copy of Bylaw 06/19 adopted by resolution November 12, 2019.

Peta Rick

Mayor

F Wild

Clerk

