



Policies & Procedures Manual

Policy No.1.15 (BP-Electronic Delegations)

Electronic Delegations

Purpose

The purpose of this policy is to set out the objectives and means by which members of the general public, via delegations, may participate electronically in Regular and Special Meetings, and Committee Meetings, of the Squamish-Lillooet Regional District ("SLRD") pursuant to Procedure Bylaw 1260-2012, as amended.

Policy

1. Delegations are strongly encouraged to make every effort to attend the Board or Committee meeting in person to address the Board, but where that objective is not reasonably feasible the delegation may address the Board or Committee through electronic means.
2. The means by which members of the public may present as a delegation electronically in Regular and Special Board Meetings and Committee Meetings shall be by way of telephone utilizing the SLRD's, or where necessary any other, speakerphone teleconferencing equipment (the "Speakerphone").
3. Persons wishing to be a delegation by Speakerphone should provide as much notice as possible to the Administrative Services Department of the SLRD, along with a telephone number where the delegation can be reached at the time of the Meeting.
4. Delegations participating by Speakerphone will also be expected to place a check-in call to Administrative Services no later than fifteen (15) minutes prior to the scheduled time of the Meeting for further instructions.
5. If there is no more than one Director participating in the meeting electronically, then the delegation will be called on the Speakerphone by Administrative Services staff immediately prior to commencement of the Meeting.
6. If there is more than one Director participating electronically at the Meeting, the delegation will be required to call in to the SLRD's toll free conference calling telephone number, which will be provided to the delegation representative as required when they place the pre-Meeting check-in call.
7. In the event of technical difficulties preventing the delegation from presenting electronically to the Board or Committee, the Chair of the Meeting may defer the delegation to a later point in the Agenda or to the following regular meeting, or to another designated time.

Approving Authority: Board	Page 1 of 1
Policy Name: Electronic Delegations	Policy No: 1.15
Date of Approval: May 26, 2014	Dates of Amendment:
Policies Superseded: N/A	Related Enactments: Policy No.1.12 Electronic Meetings; Procedure Bylaw No.1260