

Regional District of Okanagan-Similkameen

SCHEDULE OF MEETINGS

**THURSDAY, DECEMBER 3, 2015
Suite A, Lakeside Resort, Penticton**

10:30 am	-	12:30 pm	Budget Meeting
12:30 pm	-	1:00 pm	Lunch
1:00 pm	-	3:30 pm	Budget Meeting continued
3:30 pm	-	4:00 pm	2016 Inaugural Meeting of the Regional District of Okanagan-Similkameen
4:00 pm	-	4:30 pm	2016 Inaugural Meeting of the Okanagan-Similkameen Regional Hospital District Board
4:30 pm	-	5:00 pm	MLA Larson
5:00 pm			Reception at Lakeside Resort



**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
INAUGURAL BOARD MEETING**

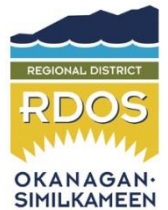
Thursday, December 3, 2015 at 3:30 p.m.
Suite A, Lakeside Resort, Penticton

AGENDA

- 1. CALL TO ORDER**
- 2. RDOS CHAIR 2015 ANNUAL YEAR-END REPORT**
- 3. ELECTION OF 2016 BOARD CHAIR AND VICE CHAIR**
- 4. ADOPTION OF AGENDA**
- 5. LEGISLATIVE ISSUES**
 - 5.1 2016 RDOS Schedule of Meetings (*Unweighted Corporate Vote – Simple Majority*)
 - 5.2 2016 Advisory Planning Commission Schedule of Meetings (*Unweighted Corporate Vote – Simple Majority*)
 - 5.3 2016 Regional District Signing Authority (*Unweighted Corporate Vote – Simple Majority*)

ADJOURN

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: Bill Newell, CAO
DATE: December 3, 2015
RE: Chairperson Election Process
For Information Only

792 (1) At the first meeting held after December 1 in each year, the board must elect a chair and a vice chair.

(2) The vice chair has, during the absence, illness or other disability of the chair, all the powers of the chair and is subject to all rules applicable to the chair.

(3) If the chair and the vice chair are not present at a meeting of the board, the directors present may elect an acting chair who, during that meeting, has all the powers of the chair and is subject to all rules applicable to the chair.

(4) For the purposes of elections under this section, each director present at the meeting has one vote in each election for an office.

POWERS AND DUTIES OF CHAIR

S. 218 of the LGA provides that the chair is the head and chief executive officer of the regional district; and, in addition to the chair's powers and duties as a board member, the chair has the following duties:

- (a) to see that the law is carried out for the improvement and good government of the regional district;
- (b) to communicate information to the board and to recommend bylaws, resolutions and measures that, in the chair's opinion, may assist the peace, order and good government of the regional district in relation to the powers conferred on the board by an enactment;
- (c) to inspect and direct the conduct of officers and employees, to direct the management of regional district business and affairs and, if considered necessary, to suspend an officer or employee;

S. 227 of the LGA provides that the chair, if present, must preside at board meetings.

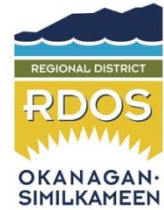
Informally, the Chair:

- a) Serves as the "face" of the Board and is required to represent the Board at many events throughout the Regional District.
- b) With the CAO, sets the Board Meeting Agenda.
- c) Issues media releases on behalf of the Corporation.
- d) Declares a State of Local Emergency when required.

ELECTION OF CHAIRPERSON

1. The Chief Administrative Officer will declare nominations open for the position of Chairperson for the Regional District of Okanagan Similkameen.
2. Each nomination will require a mover and seconder. The Member nominated will be asked if he/she is willing to let their name stand for the position.
3. The CAO will call for additional nominations until, after three calls, there are no further nominations from the Floor.
4. Once nominations close, Nominees will be allowed up to 3 minutes to present their platform to the Board, in the order of nomination.
5. The CAO will seek a resolution from the Board appointing Christy Malden and Gillian Cramm as Scrutineers.
6. The CAO shall seek a resolution of the Board that the proposed election process and rules of voting are acceptable.
7. The Scrutineers shall issue ballots and each Member shall have one vote, with each vote to have equal weight.
8. Members shall write the name of their preferred candidate on the ballot and the Scrutineers shall collect the ballots.
9. A majority of the Board is required to elect a Chair. Should there be more than two Nominees for the position, and if on the first ballot a Chair is not elected by a majority of the Board, the Nominee with the lowest number of votes shall be dropped and a second ballot will be initiated. This process will continue until a Member is elected.
10. A tie vote on the last ballot shall be resolved by a toss of a coin.
11. Following the vote, the CAO will announce the results of the secret ballot and request a motion to destroy the ballots.
12. Unsuccessful candidates for Chair are eligible to stand for Vice Chairperson, if nominated.
13. Following the election of the Chairperson, the CAO shall conduct the election of the Vice-Chairperson with the same rules applied to elect a Chair.
14. Following the election of a Vice-Chairperson, the CAO shall turn the meeting over to the Chairperson to proceed with the remainder of the agenda.

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: December 3, 2015
RE: 2016 Board and Committee Schedule of Meetings

Administrative Recommendation:

THAT the 2016 Regional District of Okanagan-Similkameen Board and Committee Schedule of Meetings as provided in the December 3, 2015 report from the Chief Administrative Officer, be approved.

Analysis:

The 2016 meeting schedule is before the Board for review and approval. Generally, the Board follows a schedule of convening meetings on the first and third Thursday of each month; however, the following adjustments to that practice are proposed and reflected in the attached meeting schedule:

- That the February meetings be adjusted to February 11 and 25 to accommodate LGLA sessions Feb 3-5;
- That the March meetings be adjusted to March 10 and March 24 to maintain at least two weeks between each meeting;
- That, in order to accommodate the annual SILGA conference (April 19 - 22), the April meetings be adjusted to April 7 and April 28, 2015; and
- That to get back on a first and third Thursday schedule, the May meetings be May 5 and May 19, which results in only one week between the April 28 and May 5 meetings.

Respectfully submitted,

C. Malden, Manager of Legislative Services



**RDOS Board of Directors
2016 Meeting Schedule**
(To be adopted at December 3, 2015 Board Meeting)

Month	Board & Committee Day	Board & Committee Day
January	January 7	January 21
February¹	February 11 (from Feb 4 for LGLA sessions)	February 25 (adjusted from Feb 18)
March	March 10 (adjusted from March 3)	March 24 (adjusted from March 17)
April²	April 7	April 28 (from April 21 for SILGA)
May	May 5 (back to back with meeting prior)	May 19
June³	June 2	June 16
July	July 7	July 21
August	August 4	August 18
September⁴	September 1	September 15
October	October 6	October 20
November	November 3	November 17
December	December 1 Inaugural Meeting⁵	December 15

¹ LGLA Leadership Forum February 3-5, 2016 - Vancouver

² 2016 SILGA Convention April 19 – 22 - Kelowna

³ 2016 FCM Convention June 3 – 5 - Winnipeg

⁴ 2016 UBCM Convention September 26 – 30 - Victoria

⁵ 2016 Inaugural Board Meeting – no committee meetings – December 1, 2016

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: December 3, 2015

RE: Electoral Area Advisory Planning Commissions — 2016 Meeting Schedule

Administrative Recommendation:

THAT the 2016 Meeting Schedule for the Electoral Area Advisory Planning Commissions be accepted.

Purpose:

The purpose of this report is to provide the Board with an overview of the meeting schedules for the various Electoral Area Advisory Planning Commissions (APCs) for 2016.

Background:

Under Section 6.3 of the Regional District's Advisory Planning Commission (APC) Bylaw No. 2339, 2006, "a schedule of regular Commission meetings including time, date and place shall be arranged by each Commission in consultation with the Regional District and shall be forwarded to the Board at the first meeting of each new year."

Alternatives:

1. THAT the Board of Directors not accept the 2016 Meeting Schedule for the Electoral Area Advisory Planning Commissions; or
2. THAT the Board of Directors defer consideration of the 2016 Meeting Schedule for the Electoral Area Advisory Planning Commissions to its meeting of February 4, 2016, in order to allow for further consultation with the Commissions.

Analysis:

The APC meeting schedule contained at Attachment No. 1 to this report has been prepared on the basis of the 2015 meeting schedule for each APC, however, the Board is asked to be aware that the recent Kaizen process applied to the processing of bylaw amendment applications identified the monthly scheduling of APC meetings as a potential issue.

A recommendation to deal with this was the exploration of a more flexible meeting schedule for APCs, such as the scheduling of bi-weekly meeting dates (similar to the Board's own meeting schedule). Due to time constraints, however, Administration has not yet explored this issue with the APCs.

Accordingly, an alternate recommendation available to the Board is the deferment of this issue pending further consultation with the APCs regarding a preferred meeting schedule for 2016, including number of meetings per month.

Respectfully submitted:



C. Garrish, Planning Supervisor

Endorsed by:

D. Butler, Development Services Manager

Attachments: No. 1 – 2016 APC Meeting Schedule

Attachment No. 1 – 2016 APC Meeting Schedule

AREA "A"	AREA "B"	AREA "C"	AREA "D"	AREA "E"	AREA "F"	AREA "G"	AREA "H"
January 11	N/A	January 19	January 12	January 11	January 7	N/A	January 19
February 8	N/A	February 16	February 9	February 8	February 4	N/A	February 16
March 14	N/A	March 15	March 8	March 14	March 3	N/A	March 15
April 11	N/A	April 19	April 12	April 11	April 7	N/A	April 19
May 9	N/A	May 17	May 10	May 9	May 5	N/A	May 17
June 13	N/A	June 21	June 14	June 13	June 2	N/A	June 21
July 11	N/A	July 19	July 12	July 11	July 7	N/A	July 19
August 8	N/A	August 16	August 9	August 8	August 4	N/A	August 16
September 12	N/A	September 20	September 13	September 12	September 1	N/A	September 20
October 10	N/A	October 18	October 11	October 10	October 6	N/A	October 18
November 14	N/A	November 15	November 8	November 14	November 3	N/A	November 15
December 12	N/A	December 20	December 13	December 12	December 15	N/A	December 20

Electoral Area "A": 8505 – 68th Avenue (Sonora Centre), Osoyoos, B.C. at 7:00 P.M.

Electoral Area "B": N/A

Electoral Area "C": 36003 – 79th Street (Oliver Community Centre), Oliver, B.C. at 7:00 P.M.

Electoral Area "D": 5013 – 11th Avenue (Okanagan Falls Firehall), Okanagan Falls, B.C. at 7:00 P.M.

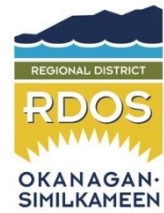
Electoral Area "E": 3rd & Ritchie Avenue (Naramata Old Age Pensioners Hall), Naramata, B.C. at 7:30 P.M.

Electoral Area "F": 101 Martin Street (RDOS Boardroom), Penticton, B.C. at 7:00 P.M.

Electoral Area "G": N/A

Electoral Area "H": 148 Old Hedley Road (Riverside Centre), Princeton, B.C. at 7:00 P.M.

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: December 3, 2015
RE: 2016 Regional District Signing Authority

Administrative Recommendation:

THAT the Board of Directors appoint the following Directors as signing officers for the Regional District of Okanagan-Similkameen for the 2016 year:

RDOS Board Chair:

RDOS Board Vice Chair:

History:

The Board historically by resolution each year appoints the Chair and Vice-Chair as signing authorities for the Regional District.

Respectfully submitted,

C. Malden, Manager of Legislative Services

**OKANAGAN-SIMILKAMEEN REGIONAL HOSPITAL DISTRICT
CORPORATE ISSUES BOARD MEETING**

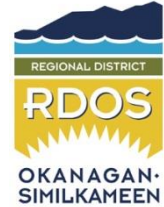
Thursday, December 3, 2015 at 4:00 p.m.
Suite A, Lakeside Resort, Penticton

AGENDA

1. **CALL TO ORDER**
2. **OSRHD CHAIR'S 2015 ANNUAL YEAR-END REPORT**
3. **ELECTION OF OSRHD BOARD CHAIR AND VICE CHAIR**
4. **ADOPTION OF AGENDA**
5. **2016 SCHEDULE OF MEETINGS**
6. **2016 REGIONAL HOSPITAL BOARD SIGNING AUTHORITY**

ADJOURN

ADMINISTRATIVE REPORT



TO: Okanagan-Similkameen Regional Hospital Board
FROM: B. Newell, Chief Administrative Officer
DATE: December 3, 2015
RE: 2016 Regional Hospital Board Schedule of Meetings

Administrative Recommendation:

THAT the 2016 Okanagan-Similkameen Regional Hospital District Board Schedule of Meetings as provided in the December 3, 2015 report from the Chief Administrative Officer, be approved.

Analysis:

The 2016 meeting schedule is before the Hospital Board for review and approval. Generally, the Board follows a schedule of convening meetings on the third Thursday of each month; however, the following changes are proposed and reflected in the attached meeting schedule:

- That the February meeting be adjusted to February 25 to accommodate LGLA sessions Feb 3-5;
- That the March meeting be adjusted to March 24 to follow the schedule of the RDOS Board meetings;
- That, in order to accommodate the annual SILGA conference (April 19 - 22), the April meeting be adjusted to April 28, 2015; and
- That to get back on a third Thursday schedule, the May meeting be May 19.

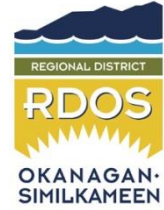
Respectfully submitted:

C. Malden, Manager of Legislative Services

**OSRHD
2016 Meeting Schedule**

Month	Board Day
January	January 21 Mtgs adjusted from Jan 1 & 16 due to New Year
February	February 25 (adjusted from Feb 18)
March	March 24 (adjusted from March 17)
April	April 28 (from April 21 for SILGA)
May	May 19
June	June 16
July	July 21
August	August 18
September	September 15
October	October 20
November	November 17
December	December 15

ADMINISTRATIVE REPORT



TO: Okanagan-Similkameen Regional Hospital Board
FROM: B. Newell, Chief Administrative Officer
DATE: December 3, 2015
RE: OSRHD Signing Authority

Administrative Recommendation:

THAT the Board of Directors appoint the following Directors as signing officers for the Okanagan-Similkameen Regional Hospital District for the 2016 year:

OSRHD Board Chair:

OSRHD Board Vice Chair:

Reference:

Hospital District Act

Analysis:

Pursuant to Section 17 of the *Hospital District Act* the Board historically by resolution appoints the Chair and Vice-Chair as signing authorities for the Regional Hospital District.

Respectfully submitted:

C. Malden, Manager of Legislative Services