

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
BOARD of DIRECTORS MEETING
Thursday, November 4, 2021
3:00 pm



2021-2022 INAUGURAL MEETING AGENDA

A. CALL TO ORDER

B. ELECTION OF 2022 BOARD CHAIR AND VICE CHAIR

C. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

THAT the Agenda for the RDOS Inaugural Board of Directors Meeting of November 4, 2021 be adopted.

D. LEGISLATIVE SERVICES

1. 2022 RDOS Schedule of Meetings

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

THAT the 2022 Regional District of Okanagan-Similkameen Board and Select Committee Schedule of Meetings, as provided in the November 4, 2020 report from the Chief Administrative Officer, be approved.

2. 2022 Advisory Planning Commission Schedule of Meetings

RECOMMENDATION 3 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors accept the 2022 Meeting Schedule for the Electoral Area Advisory Planning Commissions.

3. 2022 Regional District Signing Authority

RECOMMENDATION 4 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors appoint the 2022 Board Chair and Vice Chair as signing officers for the Regional District of Okanagan-Similkameen for the 2021-2022 Term of Office.

E. ADJOURNMENT

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: November 4, 2021

RE: Chair/ Vice-Chair Election Process

- 215 (1) At the first meeting held after November 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. 216 of the *Local Government Act* 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;
- (c) to preside at board meetings when in attendance;
- (d) 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;
- (e) to direct the management of regional district business and affairs;
- (f) to direct the conduct of officers and employees in accordance with S. 239 and 240 of the *Local Government Act*.

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) Related to 216 (d), with the Vice/Chair and Chief Administrative Officer, 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 CHAIR

1. The Chief Administrative Officer (CAO) will declare nominations open for the position of Chair 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. Each Member shall have one vote, with each vote to have equal weight.
7. Each Member shall be provided a hand-held remote responder on which to anonymously register their vote for their preferred candidate. Members participating remotely shall be provided a link to a website on which to anonymously register their vote.
8. A simple majority of the Board of Directors 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.
9. In the event of two consecutive tie votes, the election shall be determined by toss of a coin.
10. Following the vote, the CAO will announce the name of the Chair-elect resulting from the secret ballot.
11. Unsuccessful candidates for Chair are eligible to stand for Vice Chair, if nominated.

12. Following the election of the Chair, the CAO shall conduct the election of the Vice-Chair with the same rules applied to elect a Chair, with the exception that candidates will be permitted a maximum of 2 minutes to address the Board.
13. Following the election of a Vice-Chair, the CAO shall turn the meeting over to the Chair to proceed with the remainder of the agenda.

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: November 4, 2021

RE: 2022 Board and Committee Schedule of Meetings

Administrative Recommendation:

THAT the 2022 Regional District of Okanagan-Similkameen Board and Select Committee Schedule of Meetings, as provided in the November 4, 2020 report from the Chief Administrative Officer, be approved

Purpose:

To establish the 2022 meeting schedule in accordance with the Procedure Bylaw.

Reference:

Local Government Act
RDOS Procedure Bylaw

Analysis:

Generally, the Regional District convenes meetings on the first and third Thursday of each month; although, on occasion, those dates have been adjusted due to conflicts with annual conventions or proximity to the holiday season.

The 2022 Local Government Leadership Academy forum is scheduled to take place February 9 – 11. There is no conflict with the Board meetings.

The 2022 Southern Interior Local Government Association forum is scheduled to take place April 26 – 29. There is no conflict with the Board meetings.

The 2022 Federation of Canadian Municipalities (FCM) convention is scheduled to take place June 2 – 3. This does conflict with the June 2, 2022 Board meeting; however, in recent past only one Director has attended the FCM conference in person and it was thought that Alternates would attend the Board meeting in absence of any Director attending FCM.

The 2022 Union of British Columbia Municipals convention is scheduled to take place September 19 – 23. There is no conflict with the Board meetings.

For the month of October, in an election year, it is typical to hold only one meeting, which for 2022 would be October 13, 2022. The General Local Government Elections will be held on October 15, 2022.

In the month of November, in an election year, it is common to conduct the inaugural meeting in the middle of the month, to allow for member municipalities to hold their inaugural meetings and appoint their representatives to the Regional Board.

RDOS Board of Directors 2022 Meeting Schedule

Month	Board & Committee Day	Board & Committee Day
January	January 6	January 20
February	February 3	February 17
March	March 3	March 17
April	April 7	April 21
May	May 5	May 19
June	June 2	June 16
July	July 7	July 21
August	August 4	August 18
September	September 1	September 15
October	October 13	
November	November 10 (Inaugural)	November 17
December	December 1	December 15

Respectfully submitted:

Christy Malden

C. Malden, Legislative Services Manager

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: November 4, 2021
RE: Electoral Area Advisory Planning Commissions — 2022 Meeting Schedule

Administrative Recommendation:

THAT the Board of Directors accept the 2022 APC Meeting Schedule for the Electoral Area Advisory Planning Commissions.

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 2022.

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."

Analysis:

The APC meeting schedule contained at Attachment No. 1 to this report has been prepared on the basis of the 2021 meeting schedule for each Electoral Area APC.

Alternatives:

1. THAT the Board of Directors not accept the 2022 Meeting Schedule for the Electoral Area Advisory Planning Commissions; or
2. THAT the Board of Directors defer consideration of the 2022 Meeting Schedule for the Electoral Area Advisory Planning Commissions to its first meeting of 2022 in order to allow for further consultation with the Commissions.

Respectfully submitted:

A handwritten signature in blue ink, appearing to read 'C. Garrish', is written over a horizontal line.

C. Garrish, Planning Manager

Attachments: No. 1 – 2022 APC Meeting Schedule

Attachment No. 1 – 2022 APC Meeting Schedule

AREA "A"	AREA "B"	AREA "C"	AREA "D"	AREA "E"	AREA "F"	AREA "G"	AREA "H"	AREA "I"
January 10	N/A	January 18	January 11	January 10	January 24	N/A	January 18	January 19
February 7	N/A	February 15	February 8	February 7	February 21	N/A	February 15	February 16
March 7	N/A	March 15	March 8	March 7	March 21	N/A	March 15	March 16
April 11	N/A	April 19	April 12	April 11	April 25	N/A	April 19	April 20
May 09	N/A	May 17	May 10	May 09	May 24*	N/A	May 17	May 18
June 13	N/A	June 14	June 7	June 13	June 27	N/A	June 14	June 15
July 11	N/A	July 19	July 12	July 11	July 25	N/A	July 19	July 20
August 8	N/A	August 16	August 9	August 8	August 22	N/A	August 16	August 17
September 12	N/A	September 20	September 13	September 12	September 26	N/A	September 20	September 14
October 11*	N/A	October 18	October 11	October 11*	October 24	N/A	October 18	October 19
November 7	N/A	November 15	November 8	November 7	November 21	N/A	November 15	November 16
December 12	N/A	December 20	December 13	December 12	December 27*	N/A	December 20	December 14

** denotes a meeting being put forward 1 day due to a Statutory Holiday*

Electoral Area	Start Time	Electronic Venue	In-person Venue
"A"	7:00 P.M.	Webex	8505 68 th Avenue, Osoyoos, B.C. (Sonora Centre)
"B"	-	-	-
"C"	7:00 P.M.	Webex	665 McKinney Road, Oliver, B.C. (Oliver Community Centre)
"D"	7:00 P.M.	Webex	1141 Cedar Street, Okanagan Falls, B.C. (Okanagan Falls Community Centre)
"E"	7:00 P.M.	Webex	330 3 rd Street, Naramata, B.C. (Naramata Old Age Pensioners Hall)
"F"	7:00 P.M.	Webex	101 Martin Street, Penticton, B.C. (RDOS Boardroom)
"G"	-	-	-
"H"	7:00 P.M.	Webex	148 Old Hedley Road, Princeton, B.C. (Riverside Centre)
"I"	5:30 P.M.	Webex	320 Lakehill Road, Kaleden, B.C. (Kaleden Community Hall)

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: November 4, 2021

RE: 2022 Regional District Signing Authority

Administrative Recommendation:

THAT the Board of Directors appoint the 2022 Board Chair and Vice Chair as signing officers for the Regional District of Okanagan-Similkameen for the 2021-2022 Term of Office.

Analysis:

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

Respectfully submitted:

"Christy Malden"

C. Malden, Manager of Legislative Services