

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
BOARD of DIRECTORS MEETING
Thursday, November 7, 2019
3:30 pm



INAUGURAL BOARD MEETING AGENDA

A. CALL TO ORDER

B. ELECTION OF 2020 BOARD CHAIR AND VICE CHAIR

C. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

THAT the Agenda for the RDOS Inaugural Board Meeting of November 7, 2019 be adopted.

D. LEGISLATIVE SERVICES

1. 2020 RDOS Schedule of Meetings

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

THAT the 2020 Regional District of Okanagan-Similkameen Board and Committee Schedule of Meetings, as provided in the November 7, 2019 report from the Chief Administrative Officer, be approved.

2. 2020 Advisory Planning Commission Schedule of Meetings

RECOMMENDATION 3 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors accept the 2020 APC Meeting Schedule for the Electoral Area Advisory Planning Commissions.

3. 2020 Regional District Signing Authority

RECOMMENDATION 4 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors appoint the 2020 Board Chair and Vice Chair as signing officers for the Regional District of Okanagan-Similkameen for the 2020 year:

RDOS Board Chair:

RDOS Board Vice-Chair:

E. CLOSED SESSION – LABOUR RELATIONS

RECOMMENDATION 5 (Unweighted Corporate Vote – Simple Majority)
THAT in accordance with Section (90)(1)(c) and (i) of the Community Charter, the Committee close the meeting to the public on the basis of labour relations or other employee relations and the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

F. ADJOURNMENT

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: November 7, 2019

RE: Chair Election Process

For Information Only

- 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) 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 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 Chief Administrative Officer 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 Chief Administrative Officer will seek a resolution from the Board appointing Christy Malden and Gillian Cramm as Scrutineers.
6. The Scrutineers shall issue ballots and each Member shall have one vote, with each vote to have equal weight.
7. Members shall write the name of their preferred candidate on the ballot and the Scrutineers shall collect the ballots.
8. 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.
9. In the event of two consecutive tie votes, the election shall be determined by the toss of a coin.
10. Following the vote, the Chief Administrative Officer will announce the name of the Chair-elect resulting from the secret ballot and request a motion to destroy the ballots.
11. Unsuccessful candidates for Chair are eligible to stand for Vice Chair, if nominated.

12. Following the election of the Chair, the Chief Administrative Officer 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 Chief Administrative Officer 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 7, 2019
RE: 2020 Board and Committee Schedule of Meetings

Administrative Recommendation:

THAT the 2020 Regional District of Okanagan-Similkameen Board and Committee Schedule of Meetings, as provided in the November 7, 2019 report from the Chief Administrative Officer, be approved.

Purpose:

To establish, by resolution, a schedule for regular Board and Committee meetings for 2020 in accordance with relevant legislation and the RDOS Procedure Bylaw.

Reference:

Local Government Act
RDOS Procedure Bylaw 2620, 2013

Analysis:

Generally, the Board follows a schedule of convening 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.

Administration recommends adjusting the January dates to move them forward one week to take place on January 9 and 23, 2020, which will help better facilitate the agenda process over the holiday season. Because there are five Thursdays in the month of January, this adjustment would ensure that there are not two meetings held back to back. The regular schedule of first and third Thursday would resume in February.

The Local Government Leadership Academy (LGLA) forum takes place February 5-7, 2020 which does conflict with the Board meeting of February 5; however, in past the RDOS has not attended LGLA in significant numbers and it was thought that Alternates would attend the Board meeting in the absence of any Director attending LGLA.

The Federation of Canadian Municipalities (FCM) convention takes place June 4-7, 2020 which conflicts with the June 4 Board meeting; however, in recent past only one Director has attended the FCM conference.

Respectfully submitted:

"Christy Malden"

C. Malden, Manager of Legislative Services

RDOS Board of Directors 2020 Meeting Schedule

Month	Board & Committee Day	Board & Committee Day
January	January 9	January 23
February	February 6	February 20
March	March 5	March 19
April	April 2	April 16
May	May 7	May 21
June	June 4	June 18
July	July 2	July 16
August	August 6	August 20
September	September 3	September 17
October	October 1	October 15
November	November 5 (Inaugural)	November 19
December	December 3	December 17

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: November 7, 2019
RE: Electoral Area Advisory Planning Commissions — 2020 Meeting Schedule

Administrative Recommendation:

THAT the Board of Directors accept the 2020 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 2020.

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 2019 meeting schedule for each Electoral Area APC.

Alternatives:

1. THAT the Board of Directors not accept the 2020 Meeting Schedule for the Electoral Area Advisory Planning Commissions; or
2. THAT the Board of Directors defer consideration of the 2020 Meeting Schedule for the Electoral Area Advisory Planning Commissions to its first meeting of 2020 in order to allow for further consultation with the Commissions.

Respectfully submitted:

Endorsed by:

C. Garrish, Planning Supervisor

B. Dollevoet, General Manager of Development Services

Attachments: No. 1 – 2020 APC Meeting Schedule

Attachment No. 1 – 2020 APC Meeting Schedule

AREA "A"	AREA "B"	AREA "C"	AREA "D"	AREA "E"	AREA "F"	AREA "G"	AREA "H"	AREA "I"
January 13	N/A	January 21	January 14	January 13	January 27	N/A	January 21	January 15
February 10	N/A	February 18	February 11	February 10	February 24	N/A	February 18	February 19
March 9	N/A	March 17	March 10	March 9	March 23	N/A	March 17	March 18
April 14 *	N/A	April 21	April 14	April 14 *	April 27	N/A	April 21	April 15
May 11	N/A	May 19	May 12	May 11	May 25	N/A	May 19	May 20
June 8	N/A	June 16	June 9	June 8	June 22	N/A	June 16	June 17
July 13	N/A	July 21	July 14	July 13	July 27	N/A	July 21	July 15
August 10	N/A	August 18	August 11	August 10	August 24	N/A	August 18	August 19
September 14	N/A	September 15	September 8	September 14	September 28	N/A	September 15	September 16
October 13 *	N/A	October 20	October 13	October 13 *	October 26	N/A	October 20	October 21
November 9	N/A	November 17	November 10	November 9	November 23	N/A	November 17	November 18
December 14	N/A	December 15	December 8	December 14	December 28	N/A	December 15	December 16

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": 1141 Cedar Street, (Okanagan Falls Community Centre) 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": 700 – 3rd Street (Keremeos Health Centre), Keremeos, B.C. at 7:30 P.M.

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

Electoral Area "I": 320 Lakehill Road (Kaleden Community Hall), Kaleden, B.C. at 5:30 P.M.

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

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: November 7, 2019

RE: 2020 Regional District Signing Authority

Administrative Recommendation:

THAT the Board of Directors appoint the 2020 Board Chair and Vice Chair as signing officers for the Regional District of Okanagan-Similkameen for the 2020 year.

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

BOARD of DIRECTORS MEETING

Thursday, November 7, 2019

4:00 pm

INAUGURAL BOARD MEETING AGENDA

A. CALL TO ORDER

B. ELECTION OF 2020 OSRHD BOARD CHAIR AND VICE CHAIR

C. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)
THAT the Agenda for the OSRHD Inaugural Board Meeting of November 7, 2019 be adopted.

D. LEGISLATIVE ISSUES

1. 2020 OSRHD Schedule of Meetings

To establish, by resolution, a schedule for regular OSRHD meetings for 2020.

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)
THAT the 2020 Okanagan-Similkameen Regional Hospital District Board Schedule of Meetings as contained in the November 7, 2019 report from the Chief Administrative Officer, be approved.

2. 2020 OSRHD Signing Authority

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)
THAT the Okanagan Similkameen Regional Hospital District Board appoint the following Directors as signing officers for the Okanagan-Similkameen Regional Hospital District for the 2020 year:

OSRHD Board Chair:

OSRHD Board Vice Chair:

E. ADJOURNMENT

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: November 7, 2019

RE: Chair Election Process

For Information Only

- 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) 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 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 Chief Administrative Officer 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 Chief Administrative Officer will seek a resolution from the Board appointing Christy Malden and Gillian Cramm as Scrutineers.
6. The Scrutineers shall issue ballots and each Member shall have one vote, with each vote to have equal weight.
7. Members shall write the name of their preferred candidate on the ballot and the Scrutineers shall collect the ballots.
8. 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.
9. In the event of two consecutive tie votes, the election shall be determined by the toss of a coin.
10. Following the vote, the Chief Administrative Officer will announce the name of the Chair-elect resulting from the secret ballot and request a motion to destroy the ballots.
11. Unsuccessful candidates for Chair are eligible to stand for Vice Chair, if nominated.

12. Following the election of the Chair, the Chief Administrative Officer 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 Chief Administrative Officer shall turn the meeting over to the Chair to proceed with the remainder of the agenda.

ADMINISTRATIVE REPORT

TO: Okanagan-Similkameen Regional Hospital Board

FROM: B. Newell, Chief Administrative Officer

DATE: November 7, 2019

RE: 2020 OSRHD Schedule of Meetings

Administrative Recommendation:

THAT the 2020 Okanagan Similkameen Regional Hospital District Schedule of Meetings, as provided in the November 7, 2019 report from the Chief Administrative Officer, be approved.

Purpose:

To establish, by resolution, a schedule for regular OSRHD meetings for 2020.

Analysis:

Generally, the Board follows a schedule of convening meetings on the 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.

OSRHD meetings are always held on the same day as regular RDOS Board meetings. The only schedule change proposed for the RDOS Board meeting which would impact the OSRHD is an adjustment of meeting dates in January, which would see the meetings moved ahead one week to take place on January 9 and 23.

Because there are five Thursdays in the month, this will ensure that there are not two meetings held back to back. The regular schedule would resume in February.

Respectfully submitted:

"Christy Malden"

C. Malden, Manager of Legislative Services

OSRHD Board of Directors 2020 Meeting Schedule

Month	OSRHD Board Day
January	January 23
February	February 20
March	March 19
April	April 16
May	May 21
June	June 18
July	July 16
August	August 20
September	September 17
October	October 15
November	November 19
December	December 17

ADMINISTRATIVE REPORT

TO: Okanagan-Similkameen Regional Hospital Board

FROM: B. Newell, Chief Administrative Officer

DATE: November 7, 2019

RE: OSRHD Signing Authority

Administrative Recommendation:

THAT the Okanagan-Similkameen Regional Hospital District Board of Directors appoint the following Directors as signing officers for the Okanagan-Similkameen Regional Hospital District for the 2020 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:

"Christy Malden"

C. Malden, Manager of Legislative Services