

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN BOARD POLICY

POLICY: TERMS OF REFERENCE-SELECT COMMITTEES

AUTHORITY: Board Resolution No. B281/09 dated May 21, 2009.

AMENDED: Board Resolution No. B374/09 dated July 16, 2009
Board Resolution No. B292/10 dated June 17, 2010
Board Resolution dated July 2, 2015
Administrative Review November 7, 2019

POLICY STATEMENT

The Regional District of Okanagan Similkameen promotes good decision-making through effective structure and information flow. A Select Committee system has been created to provide an opportunity for informal discussion between elected officials, administrative staff and the public on significant issues coming before the Board to assist in achieving the informed decision making model.

PURPOSE

1. To outline the duties of the Regional District Select Committees.
2. To establish procedures for the Select committees.
3. To establish membership for the Select committees.

RESPONSIBILITIES

In addition to any other duties referred to the Select Committees by the Regional District of Okanagan-Similkameen Board, the Select Committees duties are as follows:

1. Corporate Services Committee Terms of Reference
 - a. Governance
 - b. Human resources
 - c. Legislation, bylaws and policy
 - d. Litigation and risk management
 - e. Information systems and technology
 - f. Information and privacy legislation
 - g. Intergovernmental relations
 - h. Communications
 - i. Finance
 - j. Property acquisition or disposal
 - k. Fleet Services
2. Planning & Development Committee Terms of Reference
 - a. All matters related to the Sub-Regional Growth Strategy
 - b. Official Community Plans and Land Use Bylaws

- c. Bylaw enforcement activities, including Building bylaw
- d. Land development related matters
- e. Climate Change
- f. matters relating to critical habitat as related to local government land and local government jurisdiction
- g. economic development and tourism development within specific electoral areas
- h. Heritage

3. Environment & Infrastructure Committee Terms of Reference

- a. capital construction and operation of waterworks and sewerage systems of the Regional District, the property and distribution and collections systems connected therewith
- b. environmental , maintenance and construction matters pertaining to all streets, roads and highways in the electoral areas and liaison with the Ministry of Transportation and Infrastructure
- c. matters pertaining to the solid waste collection service of the Regional District and the maintenance of the waste disposal grounds under the control of the Regional District
- d. Water Quality & Quantity Governance
- e. street lighting and traffic signs
- f. RDOS building maintenance

4. Community Services Committee Terms of Reference

- a. Liaison with all lay recreation and parks commissions
- b. Operation and control of all public parks, trails, recreation grounds and facilities and to recommend the establishment of such parks and recreation grounds and facilities deemed necessary to carry on a comprehensive parks and recreation program
- c. Encouraging, initiating and supervising programs which will include physical, artistic, cultural and intellectual recreation while continually striving to meet the parks and recreation needs of the District
- d. Co-operation with and encouragement of all organizations and institutions within the Regional District that are engaged in recreational or cultural pursuits or activities whether such organizations and institutions are public, private, civic, social or religious and to co-operation with provincial and national groups or organizations that support and promote parks and recreation
- e. Public Transit and Transportation

5. Protective Services Committee Terms of Reference

- a. Emergency Planning
- b. 9-1-1 emergency telecommunications system
- c. Mitigation of Wildfire Risk
- d. Search and Rescue liason
- e. crime prevention liason

PROCEDURES

The Select committees will conduct its business in accordance with the Regional District of Okanagan-Similkameen Procedure bylaw.

MEMBERSHIP

The Select committees consist of all members of the Regional District of Okanagan-Similkameen Board of Directors.

VOTING

All members are entitled to vote and have one vote on all recommendations to the Regional District of Okanagan-Similkameen Board.

APPOINTMENT OF CHAIR / VICE CHAIR

The Chair of the Board of Directors shall call for expressions of interest from Board members wishing to act as Chair or Vice Chair of a Committee and will make recommendations at the next Corporate Services meeting.

The Chair and Vice Chair of the Board of Directors will also be the Chair and Vice Chair (respectively) of the Corporate Services Committee.

Members should consider the potential for conflict of interest when submitting their name as Chair of a specific committee.