

REGIONAL DISTRICT OF CENTRAL OKANAGAN

Amendment BYLAW NO. 1524

A bylaw to amend the Board Procedure Bylaw No. 1501, 2022

A bylaw to regulate the meetings of the Board of the Regional District of the Central Okanagan and the conduct thereof.

WHEREAS pursuant to the *Local Government Act*, the Regional District Board must by bylaw provide for the procedure that is to be followed for the conduct of its business and the business of its committees;

AND WHEREAS, the Regional District of Central Okanagan has enacted the Regional District of Central Okanagan Regional Board Procedure Bylaw No. 1501, 2022;

NOW THEREFORE, the Regional District of Central Okanagan in open meeting assembled enacts as follows:

1. In section 3.1, delete the following words:

“on a Monday at 7:00pm and a Thursday at 8:30am with”, “for the ensuing year to be”, “of the Board held”.

and replace with the following words:

“on alternating Thursdays at 8:30 a.m. or 6:00 p.m. as approved”.

2. In section 3.10, add the following words “of the Board”, after the word “Members”.

3. In section 3.18, add a new section 3.18 (b) as follows:

(b) Notwithstanding section 3.18 (a), a motion to suspend a meeting beyond 15 minutes may be adopted by at least (2/3) two-thirds of the majority present.

4. In section 3.20, add the following words “and Committee” after “all Board”.

Add a new section 3.20 (a) as follows:

(a) “Where public comment is invited on an agenda item by the Board/Committee with a 2/3 majority vote, five (5) minutes will be allocated to each speaker.”

5. Delete section 3.22 in its entirety, “Sections 3.20 and 3.21 of this Bylaw apply to meetings of bodies referred to in the Charter, including Standing, Select, Board of Variance, Parcel Tax Roll Review, or others established by the Board under the Act.”

6. Add a new section 3.22 as follows:

3.22 Electronic access to public meetings

Regular Meetings, Standing and Select Committee meetings of the Board will be livestreamed, and a recording made available at rdco.com.

(a) Due to limitations related to technology nothing in this Bylaw shall be construed to guarantee the live-stream or video recording of a meeting.

(b) Minutes of a meeting, approved by the Board or Committee are the official record.

7. In section 5.4, delete the following:

- (a) Regular Meetings
 - 5. CAO Report (evening meeting or as required)
 - 8. New Business
- (b) Closed
 - 2. Approval of Minutes

And replace with the following:

- (a) Regular Meetings
 - 8. Committee and New Business
- (b) Closed
 - 2. Adoption of Minutes

8. In section 5.9, add the following words to the heading before New Business, "Committee and".

Delete the following in its entirety:

"Rise and report considerations, other committee recommendations or reports, and/or late items added by amending the agenda."

And replace with as follows:

"Rise and report considerations, committee minutes and reports, and/ new business added by amending the agenda."

9. In section 5.11, delete the following in its entirety:

"A motion to adjourn will be requested by the Chair who, following a mover and seconder of the motion and a majority vote of the members present, will adjourn the meeting."

And replace as follows:

"If there is no further business to discuss, the Chair will adjourn the meeting. A resolution to adjourn is not required."

10. In section 5.12, delete the following word "three (3)" and replace with the word "four (4)".

11. In section 5.26, delete the following in its entirety:

"A notice of motion will be used when the decision impacts or deviates from current operations or policies or recommends a substantial allocation of resources."

And replace as follows:

"A notice of motion will be used when an individual member of the Board would like to request an action of the Board that deviates from current operations, policies or financial plan."

12. In section 5.27, delete the following in its entirety:

“Any member may give a Notice of Motion respecting an item they intend to present by giving a written copy of the motion to the Corporate Officer during a Regular meeting and upon the member being acknowledged by the Chair.”

And replace as follows:

“A notice of motion is prepared and a written copy of the motion provided to the Chair and Corporate Officer prior to a Regular meeting.”

13. In section 5.29, renumber to be 5.28 and delete the following its entirety:

“The motion will be placed on the agenda of the next regular meeting for consideration, or other future meeting designated by the member bringing forward the notice of motion.”

And replace as follows:

“A notice of motion will be placed on the agenda of the next regular meeting for consideration, or other future meeting designated by the member bringing forward the notice of motion.”

14. In section 5.28, renumber to be 5.29.

15. In section 5.34, add the following words “and provided for convenience at rdco.com” after “regular office hours”

16. In section 5.42, add the following words at the end of the sentence “forming part of the bylaw.”

17. In section 6.3, delete the following words “Respectful Workplace Policy” and replace as with “Code of Conduct and Respectful Workplace Policies.”

18. Add section 6.11 as follows:

In accordance with the provisions of the Local Government Act, a member must request a leave from the Board if the member is to be absent from meetings of the Board for a period of 4 consecutive regularly scheduled board meetings, or a period of 60 consecutive days.

(a) Once notified by the member of their absence, and if required, the Corporate Officer will prepare a resolution for board consideration to approve the requested leave.

(b) this section does not apply if the absence is due to illness or injury.

19. In section 7.2, delete the following in its entirety:

“The Chair and all members comprise the membership of a committee of the whole.”

And replace as follows:

“A Committee of the Whole (COTW) of the Regional Board is a standing committee of the Board with one vote for each Director representing Electoral Area East (1), Electoral Area West (1), Westbank First Nation (1), District of Peachland (1), City of West Kelowna (2), City of Kelowna (6) and District of Lake Country (1) on items considered by the committee.”

20. In section 7.3, add the following words “in a Committee of the Whole” after “pass resolutions”.

21. Delete section 7.5 in its entirety, “An annual schedule of committee of the whole meetings may be adopted as provided for in section 3.1 to 3.6 of this Bylaw.”

22. Delete section 7.6 in its entirety, "A special meeting of the committee of the whole may be called, and notice provided, in the same manner for a Special Board meeting according to sections 3.7 to 3.9 of this Bylaw."

23. In section 7.7, delete the following "and the appointment of Directors as members, is effective when the Board Chair has advised the Board." and replace with "is established, and members are appointed, by the Regional Board Chair".

Re-letter (b) to (c).

Add a new letter (b) as follows:

"Standing committees are deemed to be continuous subject to direction from the Chair of the board."

In letter (c) delete the word "Chair" and replace with "Board".

24. In section 7.9, delete the following words "Other Committees, must consider inquire into, report on and" and replace with "Community advisory committees are comprised of members of the public to".

Replace the word "required" with "established".

25. In section 7.11, delete the word "other" and replace with "community advisory".

26. In section 7.12, delete the word "other" and replace with "community advisory".

27. In section 7.13, delete the word "other" and replace with "community advisory".

28. In section 7.18, delete the word "meeting" and replace with "committee".

29. In section 7.20, delete the number "30" and replace with "34".

30. In section 7.23, add the following word "community advisory: after "of all". Add the word "community advisory" after "Board Chair".

31. In section 7.24, delete the word "The" and replace with "A".

32. In section 7.26. add the following word "community" after "select or". Delete the word "by" and replace with "to".

33. This Bylaw may be cited as the "Board Procedure Amendment Bylaw No. 1524, 2023".

READ A FIRST, SECOND AND THIRD TIME THIS DAY OF 2023

ADOPTED THIS DAY OF 2023

CHAIRPERSON

CORPORATE OFFICER