

REGIONAL DISTRICT OF CENTRAL OKANAGAN

BYLAW NO. 862

Being a bylaw to regulate the meetings of the Regional District Board.

WHEREAS pursuant to Section 235 of the Municipal Act, the Regional District Board must by bylaw, establish procedures for the conduct of Board and Committee meetings;

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

A. BOARD STRUCTURE

1. There shall be a Statutory meeting of the Regional District Board held in December of each year pursuant to the provisions of the Municipal Act.
2. The Board shall, at the Statutory meeting, elect a Chair and a Vice Chair of the Regional District Board.
3. The Secretary shall call the Statutory meeting to order and administer the necessary oaths and declaration.
4. The Secretary will call three times for the nominations for the position of Chair of the Board. After the calling of nominations and all persons nominated have indicated if they desire to allow their name to stand, an election by ballot will be held. Should no candidate receive a clear majority of votes, the candidate receiving the lowest number of votes will be removed from the ballot and a further election will be held. This process will continue until a candidate receives a clear majority of votes. Nominations shall not require a seconder.
5. The Chair will assume chairmanship of the meeting and will oversee the election of Vice Chair of the Board. Election for Vice Chair will be held following the provisions of subsection 4 above.

2.

B. TIME AND PLACE

1. Regular meetings of the Regional District Board shall be held on a Monday evening, commencing at 7:00 p.m. The annual schedule of meetings for the ensuing year shall be adopted no later than the Statutory meeting of the Board held in December of each year.
2. The location of the regular meetings of the Board shall be in the City Council Chambers, Kelowna City Hall, 1435 Water Street, Kelowna, B.C., unless the Board agrees in advance to hold the regular meetings elsewhere.
3. Notice of meeting times and location shall be posted on the public notice board in the Regional District Offices, 1450 KLO Rd., Kelowna B.C. at least one (1) week prior to the meeting date.
4. Upon resolution of the Board, the time, date and location of regular meetings may be changed.
5. Should the Chair of the Board determine that there is insufficient business to justify a regularly scheduled meeting, the Chair may cancel the meeting upon five days notice.

C. ORDER OF BUSINESS

1. There shall be prepared and mailed to each member of the Regional District Board on the Friday prior to a regular Board meeting, an agenda for the regular meeting to be held on Monday next.
2. The Order of Business on the Agenda shall be:
 - Adoption of Minutes
 - Delegations
 - Unfinished Business
 - Correspondence
 - Departmental Reports
 - New Business
 - Other Business
 - Adjournment
3. The Board may change the Order of Business by unanimous consent or by 2/3 vote.

3.

4. As soon after the hour of the meeting as there shall be a quorum present, the Chair shall take the chair and call the meeting to order. If the Chair does not attend within fifteen (15) minutes after the time appointed for the meeting, the Vice Chair shall take the Chair and call the meeting to order. If the Vice Chair is absent and no acting Chair has been appointed, the Secretary shall call the members to order and if a quorum is present, the members shall appoint a Chair for the meeting who shall preside for the meeting or until the arrival of the Chair or Vice Chair.
5. Should there be no quorum present within thirty minutes after the time appointed for the meeting, the Secretary shall record the names of the members then present and the Board shall stand adjourned until the next meeting.

D. CONDUCT OF BUSINESS

1. Any member of the Board who wishes to speak to any question or motion shall address himself to the Chair.
2. The Chair shall at all times conduct the manner and order of speaking so that all sides of the question may be as fully presented as the circumstances warrant, and he shall ensure that each member be allowed an equal opportunity to speak.
3. Resolutions regarding readings and adoption of bylaws can be held concurrently at the discretion of the Board.
4. All resolutions of the Board shall be moved and seconded by members of the Board before consideration of the business at hand.
5. Any question of procedure not provided for in this bylaw or in the Municipal Act shall be settled in accordance with regular parliamentary procedure.

E. COMMITTEES

1. The Chair may appoint such Standing Committees as deemed appropriate and shall make provision for the Chair of such committees. The procedures set forth in Sections C and D of this bylaw shall apply to the conduct of business of such committees.
2. The Board may appoint such Select Committees as deemed appropriate and shall make provision for the Chair of such committees. The procedures set forth in Section C and D of this bylaw shall apply to the conduct of business of such committees.

4.

3. Notice of meeting dates, times, and places shall be posted on the public notice board in the Regional District offices, 1450 KLO Road, Kelowna, B.C. at least one (1) week prior to the meeting date.
4. The location of committee meetings of the Regional District Board shall be at the Regional District Offices, 1450 KLO Road, Kelowna, B.C., unless previously agreed to and advertised that they be held in a different location.

F. REPEAL AND RECITAL

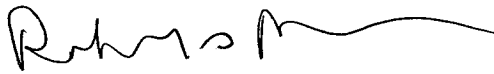
1. "Regional Board Procedure Bylaw #25, 1970" is hereby repealed.
2. This bylaw may be cited for all purposes as "Regional District of Central Okanagan Regional Board Procedure Bylaw No. 862, 2000."

READ A FIRST TIME THIS 24th DAY OF January, 2000.

READ A SECOND TIME THIS 24th DAY OF January, 2000.

READ A THIRD TIME THIS 24th DAY OF January, 2000.

RECONSIDERED, FINALLY PASSED AND ADOPTED THIS 24th DAY OF January, 2000.



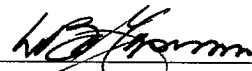
CHAIR



SECRETARY

I hereby certify the foregoing to be a true and correct copy of "Regional District of Central Okanagan Regional Board Procedure Bylaw No. 862, 2000" as read a first, second and third time, finally passed and adopted by the Regional Board of the Regional District of Central Okanagan on the 24th day of January, 2000.

Dated at Kelowna, B.C. this
26th day of January, 2000.



Secretary

(procedurebylaw)