

REGIONAL DISTRICT OF CENTRAL OKANAGAN

BYLAW NO. 1154

Being a bylaw to establish a Westside Fire Protection Service Area Advisory Committee.

WHEREAS, the Westside Fire Protection District has asked the Ministry of Community Services to dissolve the Improvement District;

AND WHEREAS, the Minister of Community Services has requested the Regional District of Central Okanagan assume the assets, liabilities and responsibilities of the Westside Fire Protection District;

AND WHEREAS, the Regional Board of the Regional District of Central Okanagan is desirous of establishing a Fire Advisory Committee under the provisions of the Local Government Act.

NOW THEREFORE THE REGIONAL BOARD OF THE REGIONAL DISTRICT OF CENTRAL OKANAGAN, IN AN OPEN MEETING ENACTS THE FOLLOWING:

Cited:

1. This bylaw may be cited as the "Regional District of Central Okanagan Westside Fire Protection Advisory Committee Bylaw No. 1154, 2006".

Mandate

2. The mandate of the Westside Fire Advisory Committee (WFAC) is to provide the Regional Board advice on policy changes for consideration of the Board on fire protection issues with an emphasis on how those issues might impact the area of the Westside Fire Service Area. The WFAC will consider and advise on matters referred to it, including but not limited to budgets and fire protection policies and bylaws.

Establishment

3.
 - a) The Westside Fire Advisory Committee shall be comprised of four (4) persons who shall be a resident of the established fire protection area. A Director of the Regional District, officer or employee is not eligible to be a member of WFAC but may attend any meeting of WFAC in a resource capacity.
 - b) All appointments to WFAC shall be by resolution of the Regional Board after considering any recommendation by the area directors.
 - c) All members of the WFAC shall be appointed for a term of three (3) years or until a successor is appointed.
 - d) A member who is absent from three (3) consecutive meetings of WFAC shall be declared to have resigned at the end of the third such meeting, as the case may be, except for reasons of illness or leave from WFAC.

- e) A vacancy created by a death, resignation or absence shall be reported to the Regional Board by the Chair of WFAC. The Regional Board shall appoint a replacement for the un-expired term of the former member.

Rules of Procedure

- 4.
 - a) WFAC shall meet annually in January at an inaugural meeting following the appointment of new members. The first order of business is to call the meeting to order and the selection of a Chair. The second order of business shall be to elect a Vice Chair. The third order of business shall be establishing a meeting schedule (time and date) and meeting location for the year.
 - b) WFAC shall meet, providing there is sufficient material, after the inaugural meeting as determined by the schedule.
 - c) WFAC shall meet for a special meeting at the call of the Chair, or in his or absence the Vice Chair, or two (2) members.
 - d) Notice of a meeting together with an agenda and all available information shall be delivered (via mail, e-mail, or fax) to each WFAC member by the Friday prior to the meeting.
 - e) A quorum of WFAC is a majority of the total membership and is required for the purpose of conducting business of WFAC.

Conduct of Meetings

- 5. The Chair or in his/her absence, the Vice Chair, shall preside at all meetings and shall be guided by the following:
 - a) The order of business shall be established by the agenda except that additional items may be added to the agenda by a majority vote of those members present.
 - b) All decisions of WFAC shall be made by majority vote of all members present, a member who abstains from voting will be deemed to have voted in the affirmative and on a tie vote the question shall be defeated.
 - c) Except as otherwise provided for in this bylaw, meetings of WFAC must be open to the public. A meeting or part of a meeting may be closed to the public if the subject matter being considered is related to one or more of the matters referred to in Section 90 of the Community Charter.
 - d) Before a meeting or part of a meeting is closed to the public, WFAC must state by resolution the fact that the meeting is to be closed, and the reason stated under Section 90 of the Community Charter on which the meeting or that portion of the meeting is to be closed.
 - e) If a WFAC member attending a meeting considers that he or she is not entitled to participate in the discussion of a matter or to vote on a question in respect of a matter because the WFAC member has a direct or indirect pecuniary interest in

the matter or for any other reason, the member must declare this and state the general nature of why he/she considers this to be the case.

- f) After making the declaration in accordance with this section, the WFAC member:
 - i) Must not take part in the discussion of the matter and is not entitled to vote on any question in respect of the matter;
 - ii) Must immediately leave the meeting or the part of the meeting during which the matter is under consideration, and;
 - iii) Must not attempt in any way, whether before, during or after the meeting, to influence the voting on any question in respect of the matter.

- g) When the WFAC member's declaration is made under this section:
 - i) The person recording the minutes of the meeting must record the member's declaration, the reasons given for it, and the time of the member's departure from the meeting room, and if applicable, the member's return, and;
 - ii) The person presiding at the meeting must ensure that the member is not present at the meeting at the time of any vote on the matter.

Minutes

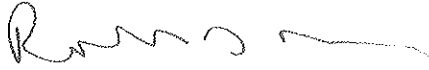
- 6. Minutes shall be taken by the recording secretary of all meetings of WFAC and shall;
 - a) Record the motion and voting on all resolutions.
 - b) Be secured at the Regional District offices and signed by the Chair of WFAC and by one committee member as the true record of the decisions.
 - c) Be distributed to the Regional District offices who will distribute them as required.
 - d) Be subject to correction at the next meeting of WFAC.
 - e) Be made available to the public upon request.

Remuneration

- 7. Remuneration shall be paid as follows:
 - a) For all members of the Fire Advisory Committee, except the Chair, an amount of \$100.00 per meeting attended, to a maximum of two (2) meetings per month;
 - b) For the Chair of the Fire Advisory Committee, an amount of \$125.00 per meeting attended, to a maximum of two (2) meetings per month;
 - c) All members of the Fire Advisory Committee are entitled to claim out of pocket expenses, including mileage, for conducting Fire Advisory Committee business. Mileage may be claimed when using personal vehicles at a rate that is established by Revenue Canada.

8. Section 7 remuneration to be further reviewed prior to budget adoption for 2007.

READ A FIRST TIME THIS	13th	DAY OF	February	2006.
READ A SECOND TIME THIS	13th	DAY OF	February	2006.
READ A THIRD TIME THIS	13th	DAY OF	February	2006.
RECONSIDERED AND ADOPTED THIS	13th	DAY OF	February	2006.



CHAIR



DIRECTOR OF CORPORATE SERVICES

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1154 cited as the "Regional District of Central Okanagan Westside Fire Protection Advisory Committee Bylaw No. 1154, 2006" as read a third time and adopted by the Regional Board on the 13th day of February, 2006.

Dated at Kelowna, B.C. this
17th day of February, 2006.



DIRECTOR OF CORPORATE SERVICES