



BOARD REPORT

TO: Chair and Directors

File No: File No. 0550-01

SUBJECT: 2019 Board and Committee Meeting Schedule

DESCRIPTION: Report from Lynda Shykora, Deputy Manager, Corporate Administration Services, dated October 31, 2018.

RECOMMENDATION: THAT: the proposed 2019 Board and Committee meeting schedule be approved this 15th day of November, 2018.

SHORT SUMMARY:

In accordance with Regional District Board and Committees Procedure Bylaw No. 5648, staff has prepared a schedule for the 2019 Board and Committee meetings. The proposed schedule is attached for the Board's consideration.

VOTING:

Unweighted
Corporate



LGA Part 14
(Unweighted)



Weighted
Corporate



Stakeholder
(Weighted)



BACKGROUND:

Each year before December 31, the Board considers the proposed Board and Committee meeting schedule for the future year, in accordance with the CSR D Board and Committee Procedures Bylaw No. 5648. Bylaw No. 5648 also establishes Regular Board meeting dates on the third Thursday of the month, unless altered by a resolution of the Board. For example, the Board will observe that the first meeting in January 2019 is set for Thursday, January 10, 2019 due to a conflict with the newly elected officials orientation for electoral area directors scheduled the third week in January (January 16 – 18, 2019).

POLICY:

Part 3, Section 6 of Regional District Board and Committees Procedure Bylaw No. 5648 states: "Regular meetings (of the Board) for each ensuing year will be established by Board resolution prior to December 31st of the prior year."

Local Government Act legislation requires that the upcoming annual Board meeting schedule be advertised in all CSR D area newspapers before the end of December each year.

FINANCIAL:

Advertising costs are funded in the General Government budget.

KEY ISSUES/CONCEPTS:

The need to meet legislated requirements and to provide Board members with advance notice of Board and key Committee meeting dates for the future year.

IMPLEMENTATION:

Corporate Administration staff are responsible for meeting administration, communications, and statutory advertising on behalf of the Board.

COMMUNICATIONS:

If the Board approves the Board and Committee meetings schedule, staff will post the schedule on the CSRD's main office notice board and publish it on the CSRD website and through social media. Directors, Alternate Directors and CSRD staff will be provided with a copy of the meeting schedule for reference.

Notice of the 2019 Board and Committee meeting schedule will be advertised in all CSRD area newspapers (Golden Star, Revelstoke Review, Eagle Valley News, Shuswap Market, Vernon Morning Star) before the end of December.

DESIRED OUTCOMES:

That the Board endorse the staff recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

Document Title:	2018-11-15_Board_CA_0660-01_2019_Board_and_Committee_Meeting_Schedule.docx
Attachments:	- Board-Committee Meeting Calendar 2019.xlsx
Final Approval Date:	Nov 1, 2018

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read 'C. Hamilton', with a stylized flourish at the end.

Charles Hamilton - Nov 1, 2018 - 2:33 PM