

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** June 19, 2025

**RE:** Electoral Area Boundary Review

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### Administrative Recommendation:

See Alternatives.

### Purpose:

The Board must determine whether to proceed with an Electoral Area Review for the Regional District of Okanagan-Similkameen. If the RDOS believes redrawing boundaries would benefit the Area:

- It may formally request the Province to amend its Letters Patent.
- The request goes through the Ministry of Community, Sport and Cultural Development.
- The request includes preferred new boundary lines.

### Strategic Priorities:

2.3 Engage Communities

### Background & Analysis:

At the April 17 RDOS Board of Directors meeting, the Board approved the addition of a new Action; 25.175 Electoral Area Boundary Review. Staff estimate 1,830 hours to complete the Electoral Area Boundary Review.

The estimated staff time, by department, to proceed with the review are:

CAO	30 hours
Corporate Services	450 hours
Community & Environmental Services	450 hours
Development & Infrastructure Services	300 hours
Finance & Information Services	600 hours
Total estimated hours	1830 hours

Staff hours include reviewing and adjusting the respective budgets, bylaws, policies, services and assess operational impacts and changes.

If the review proceeds in 2025, staff will reassign the following Actions to the 2026 workplan:

25.012 Review of Fire Services Bylaws and level of Service Bylaws	181 hours
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25.017 Review of RDOS Transit Service Bylaws for development of efficient transit services	425 hours
25.100 Parks Trails and Rec service review	475 hours
25.912 Investigate and facilitate an RDOS property to keep or sell	315 hours
25.904 Determine if the Board should establish an Economic Development Committee	150 hours
25.934 Develop and pilot an Electoral Area Committee for 6 months	150 hours
Total estimated hours	1696 hours

If the review proceeds, and the Board wishes to add the review instead to 2026, staff would not recommend shifting 2025 Actions to 2026.

#### **Financial Implications:**

There are no financial implications at this time.

#### **Communication Strategy:**

Information will be posted on RDOS web and social media channels, sent to local media via email, published on a dedicated project page on the RDOS Regional Connections interactive website, and distributed via Voyent Alert! notifications. Posters will be prepared and made available for display on social media and community notice boards. Print and online advertisements will be published in advance.

#### **Alternatives:**

THAT the Board of Directors proceed with the Electoral Area Boundary Review.  
 THAT the Board of Directors not proceed with the Electoral Area Boundary Review.

Will a PowerPoint presentation be presented at the meeting?    Yes

#### **Respectfully submitted:**

Matt Hatch

M. Hatch, Executive Assistant

#### **Endorsed by:**

*"insert digital signature; or name in italics"*

XXX, Senior Manager