

**Preliminary Survey Results as at September 14, 2018:  
Provision of Closed Board and Committee Agendas and Minutes Distributed to Alternate Directors**

Regional District	Are Closed Meeting Agendas circulated to Alternate Board Directors as part of your procedure, even though they may not be required to attend that particular meeting?	Are Closed Meeting Minutes circulated to Alternate Board Directors as part of your procedure, even though they may not be required to attend that particular meeting?	Are Alternate Board Directors invited to attend Closed Meetings regardless of whether the primary Director is attending or not?
Regional District of Fraser-Fort George	No	No	No
Thomson-Nicola Regional District	<u>Yes</u>	<u>Yes</u>	No
Regional District of North Okanagan	No	No	No
Strathcona Regional District	No	No	No
Capital Regional District	No	No	No

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Comox Valley Regional District	No	No	No
Regional District of Central Okanagan	No	No	No
Metro Vancouver Regional District	No	No	No
Qathet Regional District (formerly Powell River)	No	No	No

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Regional District	Please provide any further comments with respect to your Board's protocols when providing confidential or Closed Meeting information to Alternate Board Directors.
Regional District of Fraser-Fort George	It is the responsibility of the EA Director to provide closed session agenda to their alternate if they are not able to attend. Municipal Directors advise us if their alternate will be attending in their place. We rarely see Alternate Directors at our closed sessions.
Thomson-Nicola Regional District	Alternate Directors do not receive a copy of the agenda or minutes in advance, they receive a hard copy at the meeting that is returned at the end of the meeting.
Regional District of North Okanagan	I understand your pain. We included a section in our last rewrite of the procedures bylaw to deal with this - there was a lot of discussion by the Board but it passed. ...the distribution of agendas for Meetings that re held In Camera (closed to the public) shall be limited to Directors in the case of an In Camera Board meeting, and appointed Committee Members in the case of an In Camera Committee Meeting. The Director not able to attend is to inform the Corporate Officer if an alternate member will be in attendance at an In Camera meeting in their absence and the CO would them provide them with an agenda.
Strathcona Regional District	No further details provided.
Capital Regional District	Alternate Board Directors only have access to closed meeting matters when attending on behalf of a Director and will be provided with the closed agenda at the meeting on hardcopy, or on a borrowed iPad provided by Leg Services for the day of the meeting

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Comox Valley Regional District	We provide the agenda as a PDF with a statement requiring that they let us know when they've removed the PDF from all devices.
Regional District of Central Okanagan	An alternate director is only an alternate when the Director cannot attend a meeting. No information is ever provided to them unless they will be attending the Board meeting, or if the Director will be away on an extended leave (ie: medical) and the Director requests information to be provided to them. If they are attending a meeting, confidential (blue) pagers are provided in paper copy with the pages left at the Board table at the end of the meeting.
Metro Vancouver Regional District	If an alternate Director is attending on behalf of an absent Director then they are given access to that meeting agenda only. Past and future meetings are restricted with access based on individual attendance.
Qathet Regional District (formerly Powell River)	We provide in-camera Agendas by secure FTP link to Alternate Directors when notified that primary Director is not attending. Printed agendas are distributed and collected at the meeting. Agendas are deleted from FTP site once the monthly meeting cycle finishes.