



**Date:** 06/12/2018

## **AGENDA ITEM SUMMARY**

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**To:** Chair and Directors, Cariboo Regional District Board

**And To:** John MacLean, Chief Administrative Officer

**From:** Alice Johnston, Manager of Corporate Services/Deputy CAO

**Date of Meeting:** Cariboo Regional District Board\_Dec07\_2018

**File:** 1840-02

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### **Short Summary:**

Request from Director Richmond to Access Electoral Area G Director Initiative Funds – Appreciation Dinners for 108 Mile VFD and 108 Greenbelt Commission Members

### **Voting:**

Policy requires 2/3 of Electoral Area Directors in Favour

### **Memorandum:**

Director Richmond has asked that a request to access Electoral Area G Director Initiative funds be brought forward as a late item on this agenda. The Board's consideration is therefore requested to authorize up to \$1,800 to cover the cost of appreciation dinners for members of the 108 Volunteer Fire Department and the 108 Greenbelt Commission.

### **Attachments:**

n/a

### **Financial Implications:**

There are sufficient funds remaining in the Area G Director Initiative budget to facilitate this request.

### **Policy Implications:**

Policy No. 11-11A-12(3) Director Initiative Funds states:

#### **Director Initiative funds are discretionary funds to be used on a limited basis for:**

- the cost for a Director's attendance at seminars/workshops associated with development as an elected official other than training offered by NCLGA and UBCM or specifically contained in the Board's Electoral Area Administration budget;
- the cost for a Director to conduct meetings within their Electoral Area on topics of interest to their constituents provided those topics are not inconsistent with established Board policies or decisions;
- the cost of a Director's additional travel outside of the region for special initiatives of importance to their electoral area. An example of such travel would be to meet with

- provincial or federal ministers with respect to an issue, provided that the matter is not contrary to established Board policies or decisions;
- annual volunteer appreciation events (no staff resources are provided for the organization/planning of such events); and
- the cost of Long Service Recognition for CRD Commissioners including:
  - o the purchase of a retirement gift as a long service award to members of CRD Commissions who have served a minimum of 5 years,
  - o hosting a luncheon or similar venue to present long service awards.

**Ineligible projects include:**

- attending general interest seminars, workshops or conferences unrelated to the business of the Cariboo Regional District;
- hosting special events such as community luncheons, dinners, barbeques, etc. (other than annual volunteer appreciation events);
- advertising, mail-outs or other media except as related to conducting a meeting approved in accordance with the above guidelines; and
- providing funds, gifts, or favours to third parties.

**Process:**

- Directors may request a requisition in any fiscal year for the Director Initiative Fund;
- Funds may be accumulated from year to year provided that the annual allocation for the Director Initiative Fund does not exceed \$5,000.
- Requests to access the Director Initiative Fund must be submitted in writing for inclusion on a Board agenda in accordance with the Procedure Bylaw.
- Staff will prepare the appropriate report and will identify whether or not the request meets the conditions of the policy.
- Verbal requests to access the Director Initiative Fund will not be considered
- Funds can only be expended with the approval of 2/3rd of the Electoral Area Directors.

(Resolution No. 11-11A-12(3))  
 (Amended by Resolution No. 13-10B-36)  
 (Amended by Resolution No. 2015-8-52)

This request meets the Policy criteria.

**Alignment with Strategic Plan:**

- ☐ Ensuring Sufficient and Sustainable Funding
- ☒ Building on our Relationships
- ☐ Providing Cost Effective High Quality Services
- ☐ Focusing on Being Well Governed

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**CAO Comments:**

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**Options:**

- 1) Receipt and authorize funds as requested;
- 2) Receipt only;
- 3) Receipt and other action.

**Recommendation:**

That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated December 6, 2018, regarding a request from Director Richmond to access up to \$1,800 from the Area G Director Initiative funds to cover the cost of appreciation dinners for members of the 108 Mile Volunteer Fire Department and 108 Greenbelt Commission, be received. *Further action at the discretion of the Board.*