



Date: 24/04/2019

AGENDA ITEM SUMMARY

To: Chair and Directors, Cariboo Regional District Board

And To: John MacLean, Chief Administrative Officer

From: Lore Schick, Deputy Corporate Officer/Executive Assistant

Date of Meeting: Cariboo Regional District Board_May03_2019

File: [Click here to enter text.](#)

Short Summary:

Request from Director Forseth - Amendment to Directors' Remuneration Bylaw

Voting:

Corporate Vote - Unweighted

Memorandum:

Director Forseth has submitted the following:

“At the December 7th, 2018 Board Meeting – the Board adopted changes to its Director Remuneration Bylaw. Changes included amendments to meeting per diems to respond to federal tax law around withdrawing the previous 1/3 tax free status of local government elected officials' annual remuneration which was removed as of January 1st, 2019

A previous version of the CRD Directors' Remuneration Bylaw included a clause of an advance of 75% of anticipated costs for travel/hotel expenses for Directors' attending an approved workshop or convention with the remainder being settled upon submission of a full travel claim to the Chief Financial Officer

The exact wording of the previous Travel Advance clause was:

If requested, Directors may receive 75% of anticipated expenses for out-of-district travel in advance of the date of travel. The remaining balance, if any, will be paid upon the submission of an expense report and approval of the Chief Financial Officer. If the advance should exceed the total allowable expenses incurred, the overage shall be deducted from the next expense claim.

If the Board does not wish to re-instate this clause then I would recommend the Board at October's Finance/Budget Committee meeting have a discussion about either have a corporate credit card system for Electoral Area Directors' in making arrangements to attend **ALL** workshops/conventions or have Staff do this on the Electoral Area Directors' behalf, both of which have financial/staff resource implications on the Regional District....

I have had a high level conversation about this topic with our CAO before authoring this memorandum as well as discussing this with Chair Wagner...

At the request of a Director – another amendment to the Director Remuneration Bylaw that the Board should reflect on **should a Director(s) be penalized for leaving a convention early WITHOUT good reason (i.e.: family emergency, etc.,)**

If the Board is desirous to pursue this further – it should be referred to Staff for a report and presented at a future Board Meeting for consideration...

OPTIONS:

- 1) Direct Staff to prepare an amendment to the Director Remuneration Bylaw restoring the 75% Travel Advance clause and present the amendment at a future Board meeting
- 2) Refer to October's Finance/Budget Committee a discussion of a Corporate Credit Card System for CRD Electoral Area Directors' or a provision that Staff complete ALL arrangements (Hotel, etc) for Directors' to attend Conventions/Workshops
- 3) Any other action the Board considers appropriate

I recommend Option #1 to the Board

Attachments:

None

Financial Implications:

[Click here to enter text.](#)

Policy Implications:

[Click here to enter text.](#)

Alignment with Strategic Plan:

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

[Click here to enter text.](#)

CAO Comments:

[Click here to enter text.](#)

Options:

- 1) Receipt
- 2) Receipt and further action
- 3) Defer

Recommendation:

That the agenda item summary from Lore Schick, Deputy Corporate Officer/Executive Assistant, dated April 24, 2019, regarding a request from Director Forseth for amendments to the Directors' Remuneration Bylaw, be received. *Further action at the discretion of the Board.*