



**CARIBOO REGIONAL DISTRICT  
POLICY COMMITTEE MINUTES**

**August 22, 2019**

**3:00 pm**

**Cariboo Regional District Board Room  
Suite D - 180 Third Avenue North  
Williams Lake, B.C.**

**PRESENT :** Chair M. Sjostrom, Director J. Massier, Director S. Forseth, Director M. Lebourdais, Director G. Kirby

**ABSENT :** Director A. Delainey, Director A. Richmond (for a portion of the meeting), Director J. Glassford

**STAFF :** J. MacLean, Chief Administrative Officer, K. Erickson, Chief Financial Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, L. Schick, Deputy Corporate Officer/Executive Assistant, H. Surat, Manager of Development Services

**1. CALL TO ORDER**

**1.1 Adoption of Agenda**

**PC.2019-8-1**

Moved Director Kirby

Seconded Director Lebourdais

That the agenda be adopted as presented.

**Carried Unanimously**

**2. ADOPTION OF MINUTES**

**2.1 Minutes of the Policy Committee Meeting - June 26, 2019**

**PC.2019-8-2**

Moved Director Kirby

Seconded Director Massier

That the minutes of the Policy Committee meeting, held June 26, 2019, be received and adopted.

**Carried Unanimously**

### 3. IN-CAMERA SESSION

#### PC.2019-8-3

Moved Director Forseth  
Seconded Director Kirby

That the meeting be closed to public to discuss items suitable for discussion in-camera pursuant to Section 90(1)(i) of the *Community Charter*.

**Carried Unanimously**

The meeting recessed at 3:03 p.m. to go in-camera.

The meeting reconvened at 3:47 p.m.

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| PRESENT: | Chair M. Sjostrom, Director J. Massier, Director S. Forseth, Director M. Lebourdais, Director A. Richmond, Director G. Kirby  |
| ABSENT : | Director A. Delainey, Director J. Glassford   |
| STAFF :  | J. MacLean, Chief Administrative Officer, K. Erickson, Chief Financial Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, L. Schick, Deputy Corporate Officer/Executive Assistant, E. Epp, Manager of Communications |

### 4. REPORTS AND CORRESPONDENCE

#### PC.2019-8-4

Moved Director Lebourdais  
Seconded Director Kirby

That the remaining agenda items be dealt with in the following order: 4.5, 4.2, 4.3, 4.1, and 4.4

**Carried Unanimously**

#### 4.5 Draft Grants for Assistance Policy

##### PC.2019-8-5

Moved Director Forseth  
Seconded Director Kirby

That the agenda item summary from John M. Maclean, Chief Administrative Officer, dated August 15, 2019, regarding a proposed Grants for Assistance Policy, be received. Further, that the draft Grants for Assistance Policy be forwarded to the Board with a recommendation for endorsement.

**Carried Unanimously**

L. Schick, Deputy Corporate Officer/Executive Assistant, left the meeting.

**4.2 Proposed Media Relations Policy**

**PC.2019-8-6**

Moved Director Forseth

Seconded Director Kirby

That the agenda item summary from Emily Epp, Manager of Communications, dated August 9, 2019, regarding a proposed Media Relations Policy, be received. Further, that the proposed Media Relations Policy be forwarded to the Board with a recommendation for endorsement.

**Carried Unanimously**

**4.3 Revised Social Media Policy**

**PC.2019-8-7**

Moved Director Lebourdais

Seconded Director Kirby

That the agenda item summary from Emily Epp, Manager of Communications, dated August 9, 2019, regarding a revised Social Media Policy, be received. Further, that the revised Social Media Policy be forwarded to the Board with a recommendation for endorsement.

**Carried Unanimously**

E. Epp, Manager of Communications, left the meeting.

**4.1 Naming Policy**

**PC.2019-9-8**

Moved Director Lebourdais

Seconded Director Massier

That the memorandum from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated May 14, 2018, regarding consideration to implement a Naming Policy, as deferred from the July 12, 2018 Policy Committee meeting to the Policy Committee in the new term, be received.

**Carried Unanimously**

#### **4.4 Cariboo Regional District Director Credit Card Policy**

##### **PC.2019-8-9**

Moved Director Forseth  
Seconded Director Kirby

That the agenda item summary from Kevin Erickson, Chief Financial Officer, dated August 8, 2019, regarding the Cariboo Regional District Director Credit Card Policy, be received. Further, that the CRD Credit Card Policy be forwarded to the Board with a recommendation for approval.

**Carried Unanimously**

#### **5. ADJOURNMENT**

##### **PC.2019-8-10**

Moved Director Forseth  
Seconded Director Lebourdais

That the meeting of the Policy Committee be adjourned at 4:31 p.m., August 22, 2019.

**Carried Unanimously**

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Chair

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Manager of Corporate Services