



Date: 06/11/2020

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_Nov13_2020

File: 1840-02

Short Summary:

Request from Director Bachmeier to Access EA B Director Initiative Fund – Appreciation Dinner for Commissioners

Voting:

Policy requires 2/3rd of Electoral Area Directors in favour

Memorandum:

Director Bachmeier has submitted the following request:

“I have 9 Commissioners in Bouchie Lake and 8 at Parkland along with 4 dedicated contractors who have worked very hard for their community this year. So 21 X 2 is 42 maximum plus myself so 43.

At \$35 per person that would be \$1,505 + renting a hall for about \$300 for an estimate of \$1,805. If I rent one of the halls then it will be easy to socially distance.

So I would like to requisition up to a maximum of \$1,805 out of my 2020 Director initiative funds at the next meeting. “

“A catered dinner at the Bouchie Lake Hall can easily accommodate up to 50 people and still maintain Covid Protocols. The tables are set in such a way that spouses sit at their own table and they are formed in a rectangle so everyone can see each other and still maintain the 2 metre social distancing between each set of spouses. This would be a served dinner rather than a buffet style dinner.

The hall can easily support this activity and everyone would be socially distanced at the same time, following covid protocols.

A covid plan would be drawn up for approval prior to the dinner. “

Attachments:

None

Financial Implications:

Sufficient funds exist in the Area B Director Initiative fund to accommodate 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 intent of the policy.

Alignment with Strategic Plan:

- Communication:** Facilitate communication strategies throughout the entire Cariboo Regional District that meet the needs of residents, community stakeholders, and other levels of government.
- Planning:** Intentionally plan services and activities of the CRD to prepare for future needs of residents and community stakeholders.
- Economic Sustainability:** Foster an environment to ensure the economic sustainability of CRD communities and the region.
- Governance:** Ensure that CRD governance policy and practices are intentional, transparent, and respectful.

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CAO Comments:

We understand the efforts considered to try and ensure that we continue to meet the requirements of the Medical Health officer in responding to COVID-19. That being said, we do not feel that the Cariboo Regional District should sanction and group meetings at this time. We should lead by example and find another way to recognize the efforts of our volunteers.

Options:

- 1) Receipt and authorize the funds as requested, subject to COVID-19 protocols being followed;
- 2) Receipt only;
- 3) Receipt and other action.

Recommendation:

That the agenda item summary from Lore Schick, Deputy Corporate Officer / Executive Assistant, dated November 6, 2020, regarding a request from Director Bachmeier to access \$1,805 from Electoral Area B Director Initiative Funds to host a thank you dinner for Bouchie Lake and Parkland Commissioners, be received. *Further action at the discretion of the Board.*