



Chief Administrative Officer Report

For the period ending: November 28, 2019

This report is designed to give the Board a broad overview of the activities that I have undertaken as your Chief Administrative Officer (CAO). My apologies that there has not been enough of these. That will change in the future. Should there be matters that I feel need to be brought to your attention that are sensitive in nature, a supplemental report will be presented in the closed session of a Board meeting.

It has been a little while since my last report, so I will focus on issues we are working on as the Regional District moves forward.

Specific issues that I have been working on:

- The organization has been focussed on financial planning and development of Business Plans. The initial presentation has been made to the Board. We are planning for our second meeting and then the public consultation. We are discussing the services where more public outreach may be required due to requisition increases or changes in service delivery.
- As a Management team we are working to interweave the Board's Strategic Priorities, the approved Tactical Plan and Business plans into a comprehensive work plan for 2020 and beyond. We are sensitive to the discussion around flexibility and look forward to continuing that discussion with the Board.
- We are focused on either filling positions or integrating key personnel into the Team. The Board has met our new Manager of Protective Services, Mr. Stuart Larson. We are excited to work with Mr. Larson and look forward to seeing what his experience and outlook can bring to Protective Services. We continue to seek qualified individuals to fill the Manager of Environmental Services position as well as Chief Building Official. We are cautiously optimistic that the Environmental Services position may be filled in the near future and continue the search for the Chief Building Official.
- I continue to work with our Municipal Members and their CAO's on issues of mutual interest. A small subset of issues includes fire services, economic transition, funding for recreation capital infrastructure, housing studies and joint services.
- The staff have worked to review and renew the memoranda of understanding with the City of Quesnel, and work will begin on similar documents for the City of Williams Lake.
- I continue to develop relationships with Staff at the Province particularly the Ministry of Indigenous Relations and Reconciliation.

- Together with Chair Wagner and the CEO/CAO's of RDBN, TNRD, and RDFFG we are developing an agenda for a meeting that will be held in conjunction with the Annual CEO/CAO Conference this coming March.
- The Emerald/Crown Island Parking Lot Service has taken up a fair amount of time as I have had to answer questions from concerned property owners.

In the next few weeks, I will continue to work on many of the same issues. Specific items that will be priorities include:

- Attending Rural Caucus and Joint Meetings in the North, Central and South as much as possible.
- Supporting the NStQ Local Government Sidetable (Ms. Bell)
- Continued support for the Management Team as they finalize financial plans for presentation to the Board and implement their Business Plans.
- Working on completing Board assigned tasks.
- Supporting new staff as they are integrated into our team.
- Working on several COW reports including fire department liability, potential new services for Recreational Parks and Trails, policing need and First Nations relationships.
- Working on Tactical Goals that have arisen from the Strategic Planning Process.
- Continued support for several internal and external programs in the Regional District such as:
 - The Community Liaison Program (Ms. Masun)
 - An update to our Records Management Systems (Ms. Johnston)
 - The Regional Broadband Strategy (Mr. Code)

As we are going into the holiday season, Merry Christmas and Happy New Year.

Respectfully submitted,



John M. MacLean, CAO

November 28, 2019