



Date: 14/06/2023

To: Chair and Directors, Cariboo Regional District Board

And To: Murray Daly, Chief Administrative Officer

From: Lore Schick, Deputy Corporate Officer/Executive Assistant

Date of Meeting: Cariboo Regional District Board_Jun23_2023

File: 1610-02

Short Summary:

Request from Director LeBourdais to Access Electoral Area F Director Initiative Funds for a Robert's Rules of Order Webinar

Voting:

Corporate Vote - Unweighted

Memorandum:

Director LeBourdais has requested \$443 from Area F Director Initiative Funds for the following:

CLEBC Webinar

Monday, June 26

Demystifying Robert's Rules of Order

This request is hereby brought forward for the consideration of the Board.

Attachments:

n/a

Financial Implications:

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Policy Implications:

Policy No. 2023-3C-33 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:
- the purchase of a retirement gift as a long service award to members of CRD Commissions who have served a minimum of 5 years,
- hosting a luncheon or similar venue to present long service awards.

Ineligible projects include:

- 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 agenda item 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 Simple Majority.

The Board should consider the terms of the above-noted policy when determining whether this request meets the intent of the policy or not.

Alignment with Strategic Plan:

- ☐ **Infrastructure and Asset Management:** To establish a systematic, predictable approach to managing the regional district's assets and infrastructure that builds on current asset management data and condition assessments.
- ☐ **Enhanced Communications and Engagement:** To build trust and credibility of the regional district by enhancing our communications and engagement with citizens, stakeholders, and volunteers.

- ❑ **Effective and Responsive Land Use Planning and Development:** To ensure our land use planning and development is responsive to future growth and housing needs, anticipates risks and hazards associated with climate change and provides efficient and consistent processes for landowners and developers.
- ❑ **Relationships with First Nations:** To foster a healthy and inclusive region by building and strengthening our relationships with First Nations and embracing the principles of reconciliation.

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CAO Comments:

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Options:

1. Receipt and authorize funds;
2. Receipt;
3. Receipt and other action.

Recommendation:

That the agenda item summary from Lore Schick, Deputy Corporate Officer/Executive Assistant, dated June 14, 2023, regarding a request from Director LeBourdais to Access Electoral Area F Director Initiative Funds to participate in a Demystifying Robert's Rules of Order Webinar on June 26, 2023, be received. *Further action at the discretion of the Board.*