



## REQUEST FOR DECISION

**To:** Curtis Slingerland, CAO  
**CC:** Board of Directors, CCRD  
**From:** Louise Hopkins, Records Clerk  
**Meeting Date:** February 10, 2022  
**Subject:** Authorized Signatories

### Recommendation:

THAT the Board of Directors of the Central Coast Regional District designates Curtis Slingerland, Chief Administrative Officer (CAO), and Evangeline Hanuse, Corporate Officer, as an authorized signatory of the Central Coast Regional District (acct # 5038-5), the Central Coast Regional Hospital District (acct # 5046-8), and the Hagensborg Waterworks (acct # 5113-6); AND THAT former CAO Courtney Kirk is removed from accounts.

### Issue/Background Summary:

Past CAO Courtney Kirk has been an authorized signatory for the Central Coast Regional District in the matter of WLDCU accounts. Since her departure, the regional district must designate another signatory.

### Policy, Bylaw or Legislation:

Signatory Policy #F-3  
 CCRD account# 5038-5  
 CCRHD account# 5046-8  
 Hagensborg Waterworks account# 5113-6

### Financial/Budgetary Implications:

None.

### Time Requirements – Staff and Elected Officials:

Administrative time only to make the switch with the assistance of personnel at the Williams Lake and District Credit Union.

### Options to Consider:

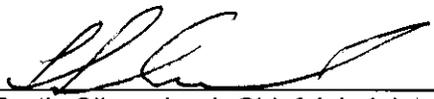
None.



**Risk Management – Refer to Policy A-36:**

The categories that account for potential risks that may be realized by the district during its regular operations are: financial, asset management, information technology and business continuity. The risk or potential risks have been evaluated and assessed as low. There are no additional plans, controls or mitigation steps that will be implemented or taken to minimize the risk to the Central Coast Regional District.

Submitted by: \_\_\_\_\_  
Louise Hopkins, Records Clerk

Reviewed by:  \_\_\_\_\_  
Curtis Slingerland, Chief Administrative Officer