



REQUEST FOR DECISION

To: Board of Directors, CCRD

From: Courtney Kirk, CAO

Meeting Date: October 8, 2020

Subject: Director External Appointments Policy Development

Recommendation:

That the Board of Directors of the Central Coast Regional District receive the report.

Summary:

The CCRD does not have a policy guiding Board appointments to external organizations.

The Board is asked to consider/discuss the following potential principals to guide the development of a formalized policy.

1. No appointments to external organizations unless their purpose is to supporting local government
2. No appointments to organizations where the Director has no relief under the Conflict of Interest exceptions regulation
3. No appointments to organizations we have funding agreements with (the Board should consider its representation on the Northern Development Trust in this regard)
4. No appointments to political organizations meaning organizations with particular political leanings or party specific
5. No additional remuneration for such appointments (the Board should consider recent CCRD precedent has been to provide work assignment remuneration for external appointments).
6. Reasonable unmet expenses are authorized for Board appointments
7. Where an external organization covers expenses the RD will not reimburse for expenses
8. Responsibility to verbally report out (update) at the next Board meeting after a meeting with the agency they are appointed to

CCRD Existing Policy Guidance

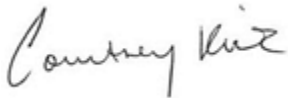
1. Policy E-1 Committee/Commission Reporting Requirements
This policy is obviously about C/C reporting to the board. However there is a sentence added at the bottom which reads : **“Private organizations or societies that may have representation by a member of the CCRD Board of Directors are exempted from this policy, however, the director representing the CCRD to such organization or society shall provide updates to the remainder of the Board of Directors in accordance with this policy.”** In other words the policy provides for accountability in regular reporting in order that the board is kept informed regarding RD activities.

2. Policy E-7 Ethical Standards of Conduct for Elected Officials
This policy speaks to core values including accountability and the conduct of public business with integrity, in a fair, honest and open manner. Point #1 is Act in the Public Interest. #3 is the conduct of members in a fair, open and honest fashion. #4 Respect for Process includes the meaningful involvement of the public. Section #7 states that members shall publicly share substantive information that is relevant to a matter under consideration by the board. There may be other bits and pieces in this policy that are relevant.

3. Bylaw 495, Remuneration and Expenses Bylaw, 2020
Remuneration is provided for “local work assignments” which is undefined in the bylaw. The bylaw also states: **“A board resolution is required to identify the Local Work Assignment and to authorize the remuneration payment. It is the responsibility of individual directors to report local work assignments to the Chief Administrative Officer for entering into the payroll system.”**

Several sections of the Community Charter and the Local Government Act are relevant to the development of the requested policy.

Respectfully Submitted by:



Courtney Kirk, CAO/CFO