

CENTRAL COAST REGIONAL DISTRICT
POLICIES

E-5 - Directors Attendance at Board Meetings

Preamble: The present Board consists of only 5 directors. Directors are absent for reasons of health, transportation, out-of-area work or other reasons. A missing director at any Board meeting diminishes public representation and the quality of decision-making.

Policy: That all directors undertake to ensure quality representation for their electoral area, and commit to making every effort to attend all regular meetings of the board.

In the event that the director cannot attend, the director should give as much advance notice as possible to the alternate director. Staff should also be advised as soon as possible if a director is not able to attend and if the alternate director will attend the meeting. The director will make available to the alternate director the agenda and all meeting materials.

In the event the alternate is not able to attend, the director should discuss the key agenda items either with the Chairperson or the Chief Administrative Officer in advance of the meeting.

Pursuant to s. 204(1) of the *Local Government Act*, a board member is disqualified from holding office if the member is absent from board meetings for whichever of the following is the longer time period: 60 consecutive days or 4 consecutive regularly scheduled board meetings.

Date: September 14, 1993
Reviewed: February 11, 2004
Amended: November 15, 2012
Amended: November 13, 2015
Amended: June 8, 2017
Amended: June 11, 2020