

<b>TO:</b>	Committee of the Whole	<b>MEETING:</b>	June 12, 2018
<b>FROM:</b>	Phyllis Carlyle Chief Administrative Officer	<b>FILE:</b>	0530-01
<b>SUBJECT:</b>	2018-2022 Board Orientation		

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**RECOMMENDATION**

That the 2018-2022 Board Orientation be approved.

**SUMMARY**

Board orientation sessions are proposed to provide both new and returning Directors with information to assist them in their role as Directors on the Regional District of Nanaimo (RDN) Board.

**BACKGROUND**

Board orientation sessions have been tentatively scheduled following the October 20, 2018 General Election. These sessions include a joint governance session with Councils from member municipalities, and two RDN orientation sessions to provide an overview of RDN procedural and administrative matters, budget, the five-year financial plan and individual department presentations. Other external learning opportunities are available through the Local Government Leadership Academy. An outline of each session is provided below.

A joint elected official orientation session with Councils of member municipalities, hosted by the Town of Qualicum Beach, is scheduled for Friday, November 2, 2018. This all day session, facilitated by George Cuff, focuses on general governance matters including the roles and responsibilities of the Board and staff.

The first RDN Board orientation session is proposed to be held in the RDN Board Chambers on Tuesday, November 13, 2018 from 4:00 pm to 6:00 pm. This session will provide a general overview of RDN procedural and administrative matters. All Directors will be invited to attend to prepare for the Inaugural meeting at 7:00 pm.

The second RDN Board orientation session is scheduled for Tuesday, November 20, 2018 from 9:00 am to 12:00 pm in the RDN Board Chambers. This session will be led by the Chief Administrative Officer and include individual department presentations combined with an overview of the budget and five-year financial plan.

The Local Government Leadership Academy (LGLA) also provides additional learning opportunities for Directors. An Electoral Area Representatives session is being held in Richmond on January 16-18, 2019 and Elected Official seminars are being held in Parksville on February 12-14 and February 13-15, 2019.

In addition to the orientation sessions, the Chair's Executive Assistant will schedule individual meetings with each Director immediately following the election. These meetings will address general administrative matters.

#### **ALTERNATIVES**

1. That the Regional District of Nanaimo 2018-2022 Board Orientation plan be endorsed.
2. That alternative direction be provided.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications.

#### **STRATEGIC PLAN IMPLICATIONS**

Scheduling Board orientation sessions for newly elected and returning elected officials supports the Board's governing principle to work effectively as a team to achieve a common vision.



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Phyllis Carlyle  
pcarlyle@rdn.bc.ca  
June 6, 2018

Reviewed by:

- Corporate Leadership Group