

**Regional District of Nanaimo Board – Meeting Date: March 28, 2023**

*This document contains closed ‘in-camera’ meeting decisions that have been released because they are no longer considered sensitive.*

### **Revisions to Board Members' Equipment and Expense Policy**

23-IC-056

It was moved and seconded that:

1. Board Policy A1.31 Board Members' Equipment and Expense Claims be amended as per Attachment 2, PROPOSED Board Policy A1.31 Board Members' Equipment and Expense Claims, specifically:

- a. That the following text be added to Section 1: “Alternate Directors shall have the option to receive a Regional District of Nanaimo-approved iPad and required software, such equipment to be transferred to their successor should a new alternate be appointed in the current term;” and,
- b. That Section 10, “Electoral Area Director Software Subscriptions” be added with the following text: “Electoral Area Directors may claim up to \$225 annually for the purchase of individual subscriptions to electronic meeting software, subject to the completion of a Privacy Impact Assessment;” and,
- c. That the following text be removed from Section 1: “In lieu of the above equipment, the Director may elect to receive a taxable cash allowance of \$2,000 for the purchase of equivalent equipment that is compatible with the Regional District of Nanaimo’s technology. Where a Director is re-elected to a further term, the Director may elect instead of receiving the new equipment to receive a taxable cash allowance of \$2,000 which shall be paid on January 1 in the year following the election. In the event the Director elects the cash allowance, the Regional District shall have no further responsibility for the repair or upgrading of the laptop, monitor or printer;” and,
- d. That the following text be added to Section 1: “Computers and iPads provided will be subject to security management by the Regional District of Nanaimo or Member Municipality;” and,
- e. That the following text be added to Section 3: “Mobile Telecommunications Devices provided or compensated for will be subject to security management through the Regional District of Nanaimo’s mobile device management software;”.

2. Directors shall only store confidential records, such as email and In Camera information, in systems and on devices that are under the management of the Regional District of Nanaimo or a Member Municipality, with an understanding that there will be a transition period before this is fully implemented.

3. Staff be authorized to send the weekly correspondence email to Alternate Directors at email addresses supplied by the Regional District of Nanaimo or Member Municipalities.

CARRIED UNANIMOUSLY

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