



# Alberni-Clayoquot Regional District

## PERSONNEL COMMITTEE MEETING WEDNESDAY, MAY 23, 2018, 9:30 AM

Regional District Board Room (downstairs), 3008 Fifth Avenue, Port Alberni, BC

### AGENDA

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1. **CALL TO ORDER**

Recognition of Traditional Territories

2. **APPROVAL OF AGENDA**

*THAT the Committee approve the agenda.*

3. **ADOPTION OF MINUTES**

a. **Personnel Committee Meeting held February 28, 2018.**

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*THAT the minutes of the Personnel Committee meeting held on February 28, 2018 be received.*

4. **IN-CAMERA**

*Motion to close the meeting to the public as per section 90 (1) (c) of the Community Charter - labour or other employee relations.*

5. **RECOMMENDATIONS FROM IN-CAMERA**

6. **ADJOURN**



# Alberni-Clayoquot Regional District

## MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON FEBRUARY 28, 2018, 10:30 AM

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

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**MEMBERS** John Jack, (Chairperson), Councillor, Huu-ay-aht First Nation

**PRESENT:** Josie Osborne, Mayor, District of District of Tofino  
Mike Kokura, Director, Electoral Area "B" (Beaufort)  
John McNabb, Director, Electoral Area "E" (Beaver Creek)  
Mike Ruttan, Mayor, City of Port Alberni

**STAFF PRESENT:** Douglas Holmes, Chief Administrative Officer  
Wendy Thomson, Manager of Administrative Services

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 10:37 am.

The Chairperson recognized the meeting is being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

### 2. APPROVAL OF AGENDA

*MOVED: Director Osborne*

*SECONDED: Director Ruttan*

*THAT the agenda be approved as circulated.*

**CARRIED**

### 3. ADOPTION OF MINUTES

a. **Personnel Committee Meeting held November 8, 2017**

*MOVED: Director Ruttan*

*SECONDED: Director McNabb*

*THAT the minutes of the Personnel Committee meeting held on November 8, 2017 be received.*

**CARRIED**

### 4. REQUEST FOR DECISION

a. **REQUEST FOR DECISION**

Personnel Committee – Terms of Reference

*MOVED: Director Ruttan*

*SECONDED: Director Kokura*

*THAT the Personnel Committee review and reconfirm their Terms of Reference for 2018.*

**CARRIED**

**5. IN-CAMERA**

*MOVED: Director McNabb*

*SECONDED: Director Ruttan*

*THAT the meeting to the public as per section  
90 (1) (c) of the Community Charter: labour or other employee relations.*

**CARRIED**

The meeting was closed to the public at 10:39 am.

The meeting was re-opened to the public at 12:17 pm.

**6. RECOMMENDATIONS FROM IN-CAMERA**

**7. ADJOURN**

*MOVED: Director Osborne*

*SECONDED: Director Ruttan*

*THAT this meeting be adjourned 12:17 pm.*

**CARRIED**

Certified Correct:

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John Jack,  
Chairperson

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Wendy Thomson,  
Manager of Administrative Services