

Mayne Island Improvement District

Trustee Delegates - Operational Guideline

PURPOSE

To establish and define the role of a Trustee Delegate.

SCOPE

All Mayne Island Improvement District Trustees.

POLICY

It is the policy of the Mayne Island Improvement District to establish Human Resources, Finance, Fire Department, Health Centre and Garbage delegates to assist staff. Trustee Delegates are not intended to undertake or duplicate any actions that are the responsibility of Improvement District employees, and individual Trustee Delegates do not have any authority to give them direction.

PROCEDURE

At the annual re-organization meeting a trustee will be appointed to serve each of the following five delegate roles defined below;

- Human Resources: To assist the CAO and/or Fire Chief when necessary to make recommendations to the Board on issues relating to Human Resources.
- Finance: To assist the CAO when necessary to make recommendations to the Board on issues relating to finance.
- Fire Department: To assist the Fire Chief when necessary to make recommendations to the Board on issues relating to the Fire Department and/or Helipad operations.
- Health Centre: To assist the CAO when necessary to make recommendations to the Board on issues relating to the Health Centre operations.
- Garbage Collection: To assist the CAO when necessary to make recommendations to the Board on issues relating to garbage collection.

REFERENCE: Improvement District Trustee's Handbook, Page 20, 2012.