

**SQUAMISH-LILLOOET REGIONAL DISTRICT
BYLAW NO. 1951-2026**

A bylaw to authorize the payment of remuneration and expenses to Directors and Alternate Directors

WHEREAS it is desirable and prudent to provide for the payment of remuneration and eligible expenses of the Directors and the Alternate Directors of the Squamish-Lillooet Regional District Board;

NOW THEREFORE the Regional Board of the Squamish-Lillooet Regional District, in open meeting assembled, enacts as follows:

1. CITATION

- 1.1 This Bylaw may be cited as “Squamish-Lillooet Regional District Directors Remuneration Bylaw No.1951-2026”.

2. GUIDING PRINCIPLES

- 2.1 Directors remuneration and expense reimbursements are guided by the following principles:
- (a) It is important for local governments to ensure their elected official positions are compensated fairly to attract and encourage a variety of citizens from different economic and demographic backgrounds to run for office and represent their communities. Inadequate compensation for the significant time commitment involved is a potential barrier to participation for individuals who lack other sources of income and/or benefits, limiting their diversity and ability to reflect the communities that they serve.
 - (b) Directors are expected to conduct their activities in such a way as to optimize the value to taxpayers.

3. DEFINITIONS

- 3.1 In this bylaw:

“**Regional District**” means the Squamish-Lillooet Regional District;

“**Regional Board**” means the Board of the Squamish-Lillooet Regional District;

“**Electoral Area Directors Committee**” means the standing committee of the Regional Board comprised of the Electoral Area Directors;

“**Electoral Area Director(s)**” means a Director elected to represent Electoral Area A, Electoral Area B, Electoral Area C and Electoral Area D on the Regional Board;

“**Municipal Director(s)**” means a Director appointed by the District of Lillooet, Village of Pemberton, Resort Municipality of Whistler and District of Squamish to represent that municipality on the Regional Board;

"Director(s)" means a member of the Board, whether as a municipal director or alternate municipal director, or as an electoral area director or alternate electoral area director, under the Local Government Act;

"Alternate Director(s)" means a person appointed in accordance with the applicable legislation to act in place of a Director, including:

- (a) an alternate appointed by an Electoral Area Director to act in place of that Electoral Area Director; and
- (b) an alternate appointed by the District of Lillooet, Village of Pemberton, Resort Municipality of Whistler or District of Squamish to act in place of its Municipal Director.

4. ANNUAL STIPEND FOR ELECTORAL AREA DIRECTORS

- 4.1 Each Electoral Area Director shall be paid an annual stipend of \$41,980.

5. ANNUAL STIPEND FOR MUNICIPAL DIRECTORS

- 5.1 Each Municipal Director shall be paid an annual stipend of \$20,713.

6. ANNUAL INDEMNITY FOR CHAIR

6.1 Chair of Regional Board

In addition to the annual stipend under section 4 or section 5 and in addition to the annual indemnity under section 6.2 (if applicable), the Chair of the Regional Board shall be paid an annual indemnity of \$36,638.

6.2 Chair of Electoral Area Directors Committee

In addition to the annual stipend under section 4 or section 5 and in addition to the annual indemnity under section 6.1 (if applicable), the Chair of the Electoral Area Directors Committee shall be paid an annual indemnity of \$5,966.

7. ANNUAL INDEMNITY FOR VICE-CHAIR

7.1 Vice-Chair of Regional Board

In addition to the annual stipend under section 4 or section 5 and in addition to the annual indemnity under section 6.2 (if applicable), the Vice-Chair of the Regional Board shall be paid an annual indemnity of \$10,611.

8. EXPENSES INCURRED BY DIRECTORS

- 8.1 Where this bylaw provides for reimbursement of expenses, a Director is entitled to reimbursement at the rates set out in Schedule "A", upon submission of a written claim.

9. ALTERNATE DIRECTORS

- 9.1 An Alternate Director is entitled to the following, upon submission of a written claim:

- (a) payment of meeting fees at the rates set out in Schedule "B";

- (b) payment for associated travel time at the rates set out in Schedule "B"; and
- (c) reimbursement of eligible expenses, under Schedule "A", where this bylaw provides for such reimbursement.

10. CONSUMER PRICE INDEX ADJUSTMENT

- 10.1 The following shall be increased annually as of January 1 of each calendar year by the same percentage as the Consumer Price Index, published by Statistics Canada for the Province of British Columbia, for the period January to December of the previous year:
- (a) annual stipend under section 4 and section 5;
 - (b) annual indemnity under section 6 and section 7;
 - (c) telecommunications allowance and dependent care subsidy set out in Schedule "A"; and
 - (d) meeting fees and time spent in transit rates payable to Alternate Directors at the rates set out in Schedule "B".

11. ABSENCE BY DIRECTOR FOR THREE CONSECUTIVE BOARD MEETINGS

- 11.1 Despite any other section of this bylaw except where section 12 applies, if a Director is absent from three (3) consecutive meetings of the Regional Board without leave of the Regional Board, the Regional District must suspend the following, effective the day after the third consecutive meeting:
- (a) that Director's annual stipend under section 4 or section 5, as applicable;
 - (b) that Director's annual indemnity under section 6 and section 7, as applicable;
 - (c) reimbursement of eligible expenses under Schedule "A"; and
 - (d) payment of premiums and provision of benefit coverage under section 13, if applicable.
- 11.2 If section 11.1 of this bylaw has been applied to a Director and the Director subsequently attends a meeting of the Regional Board, the Regional District must reinstate the following effective the date of the first meeting attended after the absence:
- (a) the Director's annual stipend under section 4 or section 5, as applicable;
 - (b) the Director's annual indemnity under section 6, and section 7, as applicable; and
 - (c) reimbursement of eligible expenses as set out in Schedule "A".

12. ABSENCE BY DIRECTOR DUE TO MATERNITY LEAVE OR PARENTAL LEAVE

- 12.1 A Director who is on Maternity Leave or Parental Leave (as defined in Paid Maternity and Parental Leave for Board Members Board Policy No. 27-2021 or successor/replacement policy), is authorized to be absent for the shorter of:
- (a) up to six (6) consecutive meetings of the Regional Board; or
 - (b) the remainder of the Director's term of office, being:
 - i. the elected term, in the case of an Electoral Area Director; or
 - ii. the municipal appointment term, in the case of a Municipal Director.
- 12.2 During any period of authorized absence under section 12.1, the Regional District must continue the following:
- (a) the annual stipend under section 4 or section 5, as applicable;
 - (b) reimbursement of eligible expenses under Schedule "A"; and
 - (c) benefit coverage under section 13, if applicable.

13. BENEFIT COVERAGE

- 13.1 Directors shall be entitled to:
- (a) benefit coverage under the Regional District's group benefits plan, as amended from time to time, and subject to the conditions set by the plan carrier.
 - (b) automatic enrolment in the Regional District's Employee Assistance Program (EAP), regardless of whether they elect to participate in the Regional District's group benefits plan.

14. REDUCTION OF REMUNERATION FOR CODE OF CONDUCT BREACH

- 14.1 Subject to section 14.2 of this Bylaw, where a Director has been found by the Investigator to have breached the Regional District's Code of Conduct Bylaw (as amended from time to time), or where a Director has been found by the Investigator to have submitted a complaint thereunder that is frivolous, vexatious, or made in bad faith, the remuneration to which the Director would otherwise be entitled to under this Bylaw shall be reduced as follows:
- (a) where the Director has been found to have breached the Bylaw for the first time, the remuneration to which the Director would otherwise be entitled to under this bylaw shall be reduced by 10% for a period of 12 months from the date on which the Regional Board considers the Investigator's report;
 - (b) where the Director has been found to have breached the Bylaw for a second time, the remuneration to which the Director would otherwise be entitled to under this bylaw shall be reduced by 15% for a period of 12 months from the date on which the Regional Board considers the Investigator's report relating to that offence;

- (c) where the Director has been found to have breached the Bylaw for a third or subsequent time, the remuneration to which the Director would otherwise be entitled to under this bylaw shall be reduced by 25% for a period of 12 months from the date on which the Regional Board considers the Investigator's report relating to that offence;
- (d) for certainty, where a Director has been found to have breached the Bylaw more than once in a 12-month period, the reductions in the remuneration to which the Director would otherwise be entitled under this Bylaw shall be cumulative for any period of overlap in the duration of each reduction (for example, if a Director is found to have first breached the Bylaw on January 1 of a calendar year, and is subsequently found to have breached the Bylaw again on July 1 of that year, the remuneration to which the Director would otherwise be entitled shall be reduced by 10% from January 1 to June 30 of that year, by 25% from July 1 to December 31 of that year, by 15% from January 1 to June 30 of the following year, and thereafter be fully reinstated).

- 14.2 Section 14.1 does not apply if, pursuant to section 32.2 of the Code of Conduct Bylaw, the Investigator has determined that the Director took all reasonable steps to prevent the breach or that the breach was trivial or inadvertent or that the breach was because of an error in judgment made in good faith.

15. SEVERABILITY

- 15.1 If any word, phrase, clause, sentence, subsection or section of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, any such word, phrase, clause, sentence, subsection or section shall be severed from the bylaw and the remainder of the bylaw shall be deemed to have been adopted without the severed word, phrase, clause, sentence, subsection or section.

16. REPEAL

- 16.1 Squamish-Lillooet Regional District Directors Remuneration Bylaw No.1501-2016 is hereby repealed as of 11:59 PM on November 24, 2026.

17. EFFECTIVE DATE

- 17.1 This bylaw shall come into force and effect on November 25, 2026.

READ A FIRST TIME this 24th day of June, 2026

READ A SECOND TIME this 24th day of June, 2026

READ A THIRD TIME this 24th day of June, 2026

ADOPTED this 24th day of June, 2026

"ORIGINAL SIGNED BY"

Jen Ford
Chair

"ORIGINAL SIGNED BY"

Angela Belsham
Corporate Officer

Squamish-Lillooet Regional District Directors Remuneration Bylaw No.1951-2026

SCHEDULE “A” – Eligible Expenses

Automatic Authorization for Reimbursement of Eligible Expenses

1. Directors and Alternate Directors are automatically entitled to reimbursement of eligible expenses associated with attendance at the following meetings, and for clarity, Directors and Alternate Directors are not required to obtain specific Board authorization in respect of such meetings:
 - (a) Meetings of the Regional District Board or Regional District Committees at which the Director or Alternate Director will be voting;
 - (b) Meetings of Regional District Committees at which the Chair of the Regional District Board is an *ex officio* member; and
 - (c) Advisory Committee meetings, Commission meetings, and meetings of external organizations in respect of which the Director or Alternate Director has been appointed by resolution of the Regional Board to sit as a Regional Board representative.
 - (d) Public Hearings of the Regional District;
 - (e) Public information meetings hosted by the Regional District for any purpose;
 - (f) Other meetings and conferences when appointed by the Board or the Board Chair to represent the interests of the Regional Board.
2. For greater clarity, Business incurred within a Director's electoral or municipal area jurisdiction, including but not limited to neighbourhood, residents or community association meetings or official ceremonies do not qualify for automatic authorization for reimbursement of expenses unless specifically authorized by the Board to attend the meeting on behalf of the Board. Remuneration for expenses related to such business are deemed included within the annual stipend.

Expenses related to meetings that do not meet the definition of Regional District Business may be brought forward for Board consideration and approval by resolution.

3. Automatic authorization for reimbursement of eligible expenses is subject to the parameters of section 4 of this Schedule “A” (i.e. certain expenses are limited to Directors only or Electoral Area Directors only).

Eligible Expenses

4. Subject to being automatically authorized via section 1 of this Schedule “A”, Directors and Alternate Directors (unless otherwise noted below) are entitled to the following:

a)	Incidentals	For trips lasting more than 24 hours, payment of an incidental rate in which case receipts do not need to be submitted to cover incidentals including but not limited to dry cleaning, laundry, non-meal gratuities and other miscellaneous costs.
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		The incidental rate is at the current incidental expense rate published by the Canada Revenue Agency (CRA).
b)	Meals	Where meals are not provided, meal reimbursement up to the current rate published by the CRA (receipts required). Where receipts are not provided, 75% of the CRA rate shall be reimbursed.
c)	Transportation to meetings and conventions/conferences	Directors and Alternate Directors should use the best method of transportation, keeping in mind the need to minimize time away and also keeping costs to the Regional District at a minimum. By air: Actual cost of economy air fare (receipts required). Actual costs of airport transfers (i.e. airport limousine or taxi) (receipts required). By car: Actual costs for tolls (ferry and/or highway tolls) (receipts required). Mileage as follows: • Paved Roads: At the current rate published by the CRA Automobile Allowance Rates as amended from time to time (using the rate for the first 5,000 kilometres driven per year); and • Unpaved Roads: At the current rate published by the CRA Automobile Allowance Rates as amended from time to time (using the rate for the first 5,000 kilometres driven per year), multiplied by 150%.
d)	Transportation on Regional District business	Directors and Alternate Directors are entitled to their mileage for round-trips driven on Regional District business in excess of 60 kilometres with mileage paid based on the rates as noted in subsection 4 (c) of this Schedule "A".
e)	Parking	Actual costs (receipts required).
f)	Accommodation	• For hotels, actual cost of room at Government rate (receipts required). • For accommodation in a private residence, reimbursement at the current rate published by the CRA for private non-commercial accommodation.
g)	Telecommunications (Electoral Area Directors and Chair of the Regional Board only)	An annual allowance of \$1,500 per calendar year shall be provided to Electoral Area Directors and the Chair of the Regional Board (where the Chair is not an Electoral Area Director) in recognition of any cellphone, high speed internet, landline, long distance, and facsimile expenses incurred in order to perform their duties. The Chair of the Regional Board shall be entitled to receive the allowance set out in this subsection only where reimbursement for such expenses is not available through their appointing municipality (if the Chair of the Regional Board is municipally-appointed).

h)	Satellite phone (Electoral Area A Director only)	50% of the actual monthly costs of a satellite phone (receipts required).
i)	Hosting	When incurred with respect to Regional District business, actual costs for hosting meals and refreshments with names of persons hosted and organization name indicated (receipts required).
j)	Photocopying	When incurred with respect to Regional District business, actual costs (receipts required).
k)	Electronic devices (Electoral Area Directors only)	The Regional District shall procure and provide one (1) electronic device (laptop or tablet) for use by the Director for Regional District business for each four (4) year term. Specifications for the electronic device shall be determined by the Regional District. The Regional District shall not provide any other equipment for Director's Regional District business. Exceptions shall be considered by the Regional Board on a case-by-case basis. The following rules apply in respect of electronic devices: i. Electronic device is connected to the elected/appointed office and not the individual fulfilling that office and remains the property of the Regional District until the end of the applicable four (4) year term. ii. If a Director ceases to hold office before the end of the term for any reason, the electronic device shall be returned to the Regional District office and may be reassigned to the incoming or successor Director for that office. iii. The electronic device shall be configured with the current standard software package approved by the Regional District which may include: • Basic productivity software; • PDF reading software; • Anti-virus protection; iv. Budgeting for electronic devices is based upon the election cycle, with provision for equipment in the year of each local government general election so that funds are available for equipping incoming Directors. v. The electronic device will be managed by the Regional District in accordance with its security and acceptable use policies.

		vi. At the end of the Director's four (4) year term, the Regional District may authorize transfer of the electronic device to that Director at no cost only after the Regional District has wiped the device, removed all Regional District data, and retained all software licences, which remain the property of the Regional District and are not transferred with the device. For clarity, the Regional District shall not provide reimbursement to a Director should they choose to purchase their own electronic device including but not limited to a laptop, tablet or cellphone.
l)	Home office expenses (Electoral Area Directors only)	The Regional District shall procure and provide the following items only for use by the Director for Regional District business for each four (4) year term. Such items will have specifications to be determined by the Regional District: • One (1) colour printer; and • Reasonable printer supplies, including cartridges and paper. The following rules apply in respect of the printer: i. The printer is connected to the elected office and not the individual fulfilling that office and remains the property of the Regional District unless transferred to the Director in accordance with subsection 4 (l)(ii) of this Schedule "A". ii. At the end of the Director's four (4) year term, the Regional District may authorize transfer of the printer to the respective Director at no cost. For clarity, the Regional District shall not provide reimbursement to a Director should they choose to purchase their own home office equipment and supplies including but not limited to a printer and printer supplies.
m)	Dependent care (Directors and Alternate Directors)	Directors and Alternate Directors are entitled to claim \$100 per meeting where dependent care is required in order to attend the meetings identified in subsections 1 (c), (d), (e), and (f) of this Schedule "A". At the request of the Regional District, Directors shall complete an annual declaration to confirm eligibility for the dependent care subsidy.
n)	Union of British Columbia Municipalities (UBCM) and area association conferences	Expenses identified in subsections 4 (a),(b), (c), (e), (f) and (m) of this Schedule "A" that are incurred to attend the following: • Union of British Columbia Municipalities (UBCM) annual conference; and

	(Electoral Area Directors and Chair of the Regional Board only)	Area association annual conferences, including the Southern Interior Local Government Association (SILGA) and Lower Mainland Local Government Association (LMLGA).
o)	Conferences and Professional Development (Directors only)	Directors are entitled to reimbursement of actual costs (receipts required), up to a maximum of \$500 per calendar year, for registration fees, course materials and expenses identified in subsections 4 (a),(b), (c), (e), and (f) associated with attending conferences, courses and professional development opportunities relevant to their duties as an SLRD Director and provided by the organizations listed below: - Union of British Columbia Municipalities (UBCM) - Southern Interior Local Government Association (SILGA) - Lower Mainland Local Government Association (LMLGA) - Local Government Leadership Academy (LGLA) - Federation of Canadian Municipalities (FCM) - Recognized provincial post-secondary institutions (UBC, SFU, Capilano, Justice Institute of BC etc.) - Training or workshops offered by local Chambers of Commerce or the BC Chamber of Commerce - Training or workshops offered through local governments or First Nations For clarity, the Chair of the Regional Board and Electoral Area Directors, these eligible expenses are in addition to the expenses identified in subsection 4 (n) of this Schedule “A”. The Regional District reserves the right to determine a Director ineligible for reimbursement of expenses under subsection 4(o) if the Director fails to attend or undertake the professional development for which such expenses were incurred.

Vehicle Insurance

5. Mileage reimbursement rates as set out in subsection 4 (c) and (d) of this Schedule “A” are intended to cover costs associated with operating a personal vehicle (including but not limited to fuel, maintenance, repairs, insurance, and vehicle licensing fees) for Regional District business. Whether or not Directors and Alternate Directors claim mileage pursuant to this Schedule “A” and notwithstanding that the Regional District carries a Non-Owned Automobile Policy and an Excess Third Party Legal Liability policy, each providing up to \$5,000,000 indemnification, Directors and Alternate Directors using their personal vehicles for Regional District business must:

- (a) maintain a valid BC Driver’s License;
- (b) have valid basic insurance coverage; and
- (c) ensure compliance with Part 17 – Transportation of Workers in *Workers Compensation Act, Occupational Health and Safety Regulation, B.C. Reg. 296/97* (as amended).

No Expenses Payable for Spouses/Partners

6. There shall be no compensation of expenses for the spouses/partners of Directors or Alternate Directors when spouses/partners accompany Directors or Alternate Directors while on business of the Regional District.

Advances

7. If requested by Directors and Alternate Directors and approved by the Chief Administrative Officer, the Regional District shall provide a travel advance.
8. If a travel advance in accordance with section 7 of this Schedule "A" has been provided to a Director or Alternate Director, such Director or Alternate Director shall within 30 days of completion of travel:
 - (a) submit receipts in support of the travel advance utilized to the Chief Administrative Officer; and
 - (b) return any unused portion of the travel advance to the Regional District.
9. The Regional District shall not make any further travel advances if a Director or Alternate Director has not complied with section 8 of this Schedule "A".

Claims

10. When submitting a claim for eligible expenses, Directors and Alternate Directors shall certify that such expenses:
 - (a) qualify for reimbursement in accordance with this Schedule "A";
 - (b) were incurred as a result of carrying out Regional District business in accordance with this Schedule "A"; and
 - (c) have not been and will not be reimbursed by any other external organization or party.
11. Directors and Alternate Directors shall complete and submit claims for eligible expenses on a monthly basis.
12. Claims for eligible expenses submitted:
 - (a) after January 31 for the previous calendar year; and
 - (b) in any event, more than six (6) months after being incurred;shall not be reimbursed, unless specific authorization from the Regional District Board via resolution is obtained.

Administration

13. For the purposes of reviewing claims submitted pursuant to this Schedule "A", the Chief Administrative Officer of the Regional District shall be the approving authority.

Extraordinary Expenses

14. Directors and Alternate Directors are required to obtain specific authorization from the Regional District Board for reimbursement of extraordinary expenses not listed in this Schedule "A".

Squamish-Lillooet Regional District Directors Remuneration Bylaw No.1951-2026

SCHEDULE “B” – Remuneration of Alternate Directors

Eligible Meetings for Alternate Directors

1. Meetings that qualify for meeting fees pursuant to section 3 of this Schedule “B” are as follows:
 - (a) regular or special meetings of the Regional Board;
 - (b) meetings of the Committee of the Whole;
 - (c) meetings of the Electoral Area Directors Committee;
 - (d) meetings of Standing Committees of the Regional Board;
 - (e) meetings of Select Committees of the Regional Board;
 - (f) Public Hearings of the Regional Board;
 - (g) Orientation meetings to onboard Members of the newly elected Regional Board;
 - (h) meetings of external organizations on which the Squamish-Lillooet Regional District has been granted a seat and to which the Alternate Director has been appointed by the Regional Board via resolution;
 - (i) other meetings for which the Alternate Director has specifically been authorized or directed by the Regional Board via resolution to attend to represent the interests of the Regional Board; and
 - (j) conferences, conventions and seminars for which the Alternate Director has been specifically authorized or directed, by the Regional Board via resolution to attend to represent the interests of the Regional Board.

Other Eligible Activities

2. Other activities that qualify for the meeting fees as set out in section 3 (a) of this Schedule “B” are as follows:
 - (a) meeting attendance where the Alternate Director is attending one (1) of the meetings identified in sections 1 (a), (b) and (c) for the purpose of shadowing. Eligibility for meeting fees under this activity shall be limited to 1 (one) meeting per election term.

Meeting Fees

3. The meeting fee rates are as follows, and are inclusive of Alternate Directors’ responsibilities such as reviewing meeting materials and preparation time:
 - (a) Meetings identified in subsections 1(a), (b) and (c) of this Schedule “B”:
 - i. If the duration of such meeting is less than 30 minutes: **\$155.00 per meeting**; or

ii. If the duration of such meeting is 30 minutes or longer: **\$332.00 per meeting**.

(b) Meetings identified in subsections 1(d) through (i) of this Schedule "B":

i. If the duration of such meeting is less than 1 hour: **\$155.00 per meeting**; or

ii. If the duration of such meeting is 1 hour or longer: **\$332.00 per meeting**.

4. For greater clarity, the following rules apply when making determinations regarding the payment of meeting fees:

(a) The time during which a meeting is recessed for lunch (and other similar breaks) is included in the calculation of the meeting duration;

(b) If a meeting of the Regional Board is recessed to the next day, there shall be no additional meeting fee for the resumed portion of the meeting of the Regional Board if the resumed portion of the meeting of the Regional Board is combined with a meeting of the Committee of the Whole on the following day; and

(c) The Regional District shall not pay meeting fees if the Alternate Director has received a meeting fee (or other remuneration) from an external organization or any other party.

Time Spent in Transit

5. When attending meetings identified in section 1 of this Schedule "B", Alternate Directors are entitled to remuneration for time spent in transit at the rates set out in the table below:

Distance Travelled (Kilometres)	Amount
0 – 29	\$0.00
30 – 59	\$10.00
60 – 89	\$20.00
90 – 119	\$30.00
120 – 149	\$40.00
150 – 179	\$50.00
180 – 209	\$60.00
210 – 239	\$70.00
240 – 269	\$80.00
270 – 299	\$90.00
300 – 329	\$100.00
330 – 359	\$110.00
360 – 389	\$120.00
390 – 419	\$130.00
420 – 449	\$140.00
450 – 479	\$150.00
480 – 509	\$160.00
510 – 539	\$170.00
540 – 569	\$180.00
570 +	\$190.00 MAXIMUM

Claims

6. When submitting claims for meeting fees and time spent in transit, Alternate Directors shall certify that the meeting fees and time spent in transit:

(a) qualify for reimbursement in accordance with this Schedule "B";

(b) were incurred in accordance with this Schedule "B"; and

(c) have not been or will not be reimbursed by any other external organization or party.

7. Alternate Directors shall complete and submit claims for meeting fees and time spent in transit on a monthly basis.

8. Claims for meeting fees and time spent in transit submitted:

(a) after January 31 for the previous calendar year; and

(b) in any event, more than six (6) months after being incurred;

shall not be reimbursed, unless specific authorization from the Regional District Board via resolution is obtained.

Administration

9. For the purposes of reviewing claims submitted pursuant to this Schedule "B", the Chief Administrative Officer of the Regional District shall be the approving authority.