



August 8, 2019

To whom it may concern,

As Trustee of Regional Service Commission 8 (RSC8), I approve the restructuring of the organization, these changes will take effect January 1, 2020.

RSC8 will recruit externally and fill the positions of Planner and Director of Finance & Administration. RSC8 will fill the position of Solid Waste Public Relations and Education Officer through an internal transfer.

I also approve a new salary structure for RSC8 Directors as a result of this new organizational structure. Effective January 1, 2020, all employees at the director level will fall within the current approved pay band for the planning director as per the Regional Service Commission 8 Human Resources policy and procedures manual. The Public Relations and Education Officer will follow the current approved pay band for the Administrative Officer.

I certify that the above is true.

Please do not hesitate to contact me should have any questions or concerns.

Thank you.

Best Regards,

A handwritten signature in cursive script that reads "Brenda L. Knight".

Brenda L. Knight  
Trustee  
Regional Services Commission 8