



REPORT

To: Electoral Area Directors Committee

Report Number: ADM-EADC-038

From: Crystal Brown, Electoral Area Manager

Date: June 17, 2021

Subject: Recording EADC and RBAC Meetings

RECOMMENDATION #1:

That the Electoral Area Directors Committee recommend that the Regional Board authorize amendment of the agreement with Creative Solutions (dba Sound in Town) for the video recording of bi-monthly Board meetings, to include the video recording of monthly Electoral Area Directors Committee and Rural Budgets Administration Committee meetings.

RECOMMENDATION #2:

That the Electoral Area Directors Committee recommend that the Rural Budgets Administration Committee commit funding for the video recording of monthly Electoral Area Directors Committee and Rural Budgets Administration Committee meetings from the COVID-19 Safe Re-Start Grant Funding.

BACKGROUND/RATIONALE:

On January 11, 2018, the Board adopted the “Board Meeting Video Recording” Policy, which states:

“This policy applies to all meetings of the Peace River Regional District Board, its various committees and commissions, Public Hearings, the Peace River Regional Hospital District Board and may extend to other PRRD meetings or events that are open to the public.”; and

“Expansion of routine video recording to meetings other than Regular, Committee of the Whole, or Hospital District Meetings will be considered in the future”.

During the May 20, 2021, the Electoral Area Directors Committee the idea of recording EADC and RBAC meetings so that Directors, staff, and the public can view the meetings online was discussed.

STRATEGIC PLAN RELEVANCE:

☒ New and Emerging Issues

- Embracing future opportunities – Consider strategies/policies associated with alternative work arrangements, engagement practices, and other adaptive measures resulting from COVID -19

The Board approved a change to the Strat Plan at its May 27th meeting, authorizing consideration of implementing adaptive measures resulting from COVID 10 into a ‘new normal’. Videotaping of Board meetings, which started in April of 2018, was expanded during COVID to include livestreaming of the meetings on the PRRD Facebook page, to allow residents ‘real time’ access to Board meetings, rather

than having to wait for the video to be uploaded to the web page a few days later. The impact of COVID 19 restrictions on public attendance at Board and committee meetings was mitigated in this fashion, and given the geographic sprawl of the PRRD, would be one adaptive measure to COVID 19 that could be implemented as a standard practice, to enhance public access to PRRD deliberations and decisions.

FINANCIAL CONSIDERATIONS:

On March 30, 2021, the PRRD entered into a one year contract with Creative Services (dba Sound in Town) to video record and livestream Board meetings, at a contract cost of \$1800/mth. Sound in Town was the only respondent to the Request for Quotes issued for the services, which included a request for an hourly rate for meetings or events that the PRRD may wish to video record, (with no guarantee of any additional work). The estimated cost for an average EADC/RBAC meeting day (approximately 10 am to 3:30 pm) is \$850. If video recordings of EADC and RBAC are approved, the Administration Function 100 contracts budget will be over - expended in 2021. The funds could be authorized from COVID 19 funding to ensure public participation in meetings that the public is not permitted to attend.

COMMUNICATIONS CONSIDERATIONS

If approved, Staff will confirm EADC/RBAC meeting dates with Sound in Town, who has advised they are available to take on the additional meeting day per month, if approved.

OTHER CONSIDERATIONS:

None at this time.