



REPORT

To: Chair and Directors

Date: March 17, 2020

From: Shawn Dahlen, Chief Administrative Officer

Subject: **Coronavirus Authorizations**

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board authorize the Chief Administrative Officer to cancel any gathering, or staff/Director attendance at any gathering, that does not comply with Federal and/or Provincial orders, regulations, or directives regarding Coronavirus safety for the duration of the COVID 19 pandemic.

RECOMMENDATION #2: [Corporate Unweighted]

That the Regional Board authorize the Chief Administrative Officer to close any PRRD operated facilities to the public, or completely, should the need arise in order to adhere with Federal and/or Provincial orders, regulations, or directives for Coronavirus safety for the duration of the COVID 19 pandemic.

RECOMMENDATION #3: [Corporate Unweighted]

That the Regional Board change the location of the Board meeting scheduled in Tumbler Ridge on March 26, 2020 to the PRRD Board Room in Dawson Creek.

BACKGROUND/RATIONALE:

On March 16, 2020, the Provincial Health Officer, Dr. Bonnie Henry, extended a ban on mass gatherings to groups of more than 50 people. In order to adhere to Provincial and Federal direction, the CAO is requesting Board authorization to cancel any gatherings, or cancel staff/Director attendance at any gatherings, that do not comply with current and future restrictions.

The March 26, 2020 Peace River Local Government Association (PRLGA) meeting in Tumbler Ridge has been cancelled, which was the reason the meeting location was changed to Tumbler Ridge, as many attendees of the Board meeting would also have been attending the evening PRLGA meeting. If electronic Board participation is allowed under a Procedure Bylaw amendment, staff and some Directors may be travelling to Tumbler Ridge to participate in a teleconferenced Board meeting. As a result of COVID 19, at this time, it makes more sense not to travel to teleconference into a meeting.

For more information on the March 16th press conference, please use the link below:

<https://globalnews.ca/news/6683559/bonnie-henry-health-adrian-dix-covid-update/>

Some local governments have already closed their doors to the public including:

1. The Regional District of Kitimat Stikine
2. Pitt Meadows
3. Dawson Creek

Staff Initials:

Dept. Head:

CAO:

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Many other local governments are investigating work from home policies and procedures.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

There will be some non-recoupable costs associated with cancelling events and attendance, such as booking deposits and flight cancellation fees. Costs are expected to be minimal as flight credits are issued upon cancellation (less the cancellation fee) and cancelled events are refunding hotel deposits and registration fees at 100%.

COMMUNICATIONS CONSIDERATION(S):

Any cancellations of gatherings or changes in meeting locations will be communicated to the Board members, staff, and the public.

OTHER CONSIDERATION(S):

None at this time.