



PEACE RIVER REGIONAL DISTRICT

SPECIAL BOARD MEETING **MINUTES**

DATE: March 19, 2020

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Chair Sperling, Electoral Area 'C'
Vice-Chair Rose, Electoral Area 'E'
Director Bertrand, District of Tumbler Ridge
(via teleconference)
Director Bumstead, City of Dawson Creek
Director Courtoreille, District of Chetwynd
Director Fraser, District of Taylor
Director Goodings, Electoral Area 'B'
(via teleconference)
Director Heiberg, District of Hudson's Hope
Director Hiebert, Electoral Area 'D'
Director Michetti, Village of Pouce Coupe
Director Ackerman, City of Fort St. John
(via teleconference)

Alternate Directors

Alternate Director Hansen, City of Fort St. John
(via teleconference)

Absent

Director Zabinsky, City of Fort St. John

Staff

Shawn Dahlen, Chief Administrative Officer
Tyra Henderson, Corporate Officer
Lyle Smith, Chief Financial Officer
Trevor Ouellette, IT Manager
Kelsey Bates, Deputy Corporate Officer
Suzanne Garrett, Recording Secretary

Call to Order The Chair called the meeting to order at 10:00 a.m.

ADOPTION OF AGENDA:

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SRD/20/03/01

MOVED Director Rose, SECONDED Director Michetti,

That the Peace River Regional District Board agenda for the March 19, 2020 Special meeting be adopted:

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Gallery Comments or Questions**
- 4. Reports**
 - 4.1 March 17, 2020 - Shawn Dahlen, Chief Administrative Officer – Coronavirus Authorizations
- 5. Bylaws**
 - 5.1 March 17, 2020 - Lyle Smith, Chief Financial Officer - 2020-2024 Five Year Financial Plan Bylaw No. 2407, 2020
 - 5.2 March 17, 2020 - Tyra Henderson, Corporate Officer - Board Procedure Bylaw Amendment
- 6. New Business**
- 7. Media Questions**
- 8. Adjournment**

CARRIED.

REPORTS:

4.1

March 17, 2020 –
Shawn Dahlen, Chief
Administrative
Officer

CORONAVIRUS AUTHORIZATIONS

SRD/20/03/02

MOVED Director Heiberg, SECONDED Director Goodings,

That the Chief Administrative Officer be authorized 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.

CARRIED.

Director Fraser joined the meeting at 10:05 a.m.

REPORTS: (continued)

4.1 (continued)

CORONAVIRUS AUTHORIZATIONS

SRD/20/03/03

MOVED Director Goodings, SECONDED Director Heiberg,

That the Chief Administrative Officer be authorized 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.

CARRIED.

SRD/20/03/04

MOVED Director Heiberg, SECONDED Director Courtoreille,

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

CARRIED.

VARY AGENDA:

VARY THE AGENDA

SRD/20/03/05

MOVED Director Hiebert, SECONDED Director Fraser,

That the agenda be varied to deal with item 5.2 (Board Procedure Amendment Bylaw No. 2408, 2020) at this time.

CARRIED.

Director Ackerman joined the meeting, via teleconference, at 10:15 a.m.

BYLAWS:

5.2

March 17, 2020 -
Tyra Henderson,
Corporate Officer

BOARD PROCEDURE BYLAW AMENDMENT

SRD/20/03/06

MOVED Director Bumstead, SECONDED Director Rose,

That the Regional Board give "Board Procedure Amendment Bylaw No. 2408, 2020", to allow an unlimited number of Directors to participate electronically in all regular and special meetings of the Board and its committees / commissions, for any reason, for the duration of the COVID-19 pandemic, first three readings.

CARRIED.

BYLAWS: (continued)

5.2 (continued) **BOARD PROCEDURE BYLAW AMENDMENT (continued)**

SRD/20/03/07

MOVED Director Bumstead, SECONDED Director Fraser,

That "Board Procedure Amendment Bylaw No. 2408, 2020" be amended to encourage the Board Chair or Vice-Chair to physically be in attendance, if at all possible, to provide for effective governance of Board business.

CARRIED.

SRD/20/03/08

MOVED Director Heiberg, SECONDED Director Michetti,

That the Regional Board adopt Board Procedure Amendment Bylaw No. 2408, 2020.

CARRIED.

5.1

March 17, 2020 -
Lyle Smith, Chief
Financial Officer

2020-2024 FIVE YEAR FINANCIAL PLAN BYLAW NO. 2407, 2020

SRD/20/03/09

MOVED Director Fraser, SECONDED Director Hiebert,

That the "PRRD Five Year Financial Plan (2020 – 2024) Bylaw No. 2407, 2020" be adopted.

AMENDED BY THE FOLLOWING

Motion to Amend

SRD/20/03/10

MOVED Director Bumstead, SECONDED Director Rose,

That the motion be amended by adding the following:

"further, that staff be prohibited from releasing the Regional Grants-in-Aid funds until such time as a process has been created to allow the Board to individually consider each of the applications within Function 275 Grants-in-Aid budget for 2020."

CARRIED.

Motion as Amended

The Chair call the Question to the Motion as Amended:

That the "PRRD Five Year Financial Plan (2020 – 2024) Bylaw No. 2407, 2020" be adopted; further, that staff be prohibited from releasing the Regional Grants-in-Aid funds until such time as a process has been created to allow the Board to individually consider each of the applications within the 275 Grants-in-Aid budget for 2020.

CARRIED.

ADJOURNMENT:

ADJOURNMENT

The Chair adjourned the meeting at 11:15 a.m.

CERTIFIED a true and correct copy of the Minutes of the Regional Board of the Peace River Regional District from a Special meeting held on March 19, 2020 in the Regional District Office Board Room, Dawson Creek, BC.

Brad Sperling, Chair

Tyra Henderson, Corporate Officer

Draft