



# REPORT

To: Chair and Directors

Report Number: ADM-BRD-012

From: Tyra Henderson, Corporate Officer

Date: April 14, 2020

Subject: PRRD Board Meeting Locations

---

## **RECOMMENDATION #1: [Corporate Unweighted]**

That the Regional Board change the location of the Board meeting scheduled in Fort St. John on May 28, 2020 to the PRRD Boardroom in Dawson Creek, BC.

## **RECOMMENDATION #2: [Corporate Unweighted]**

That the Regional Board change the location of the Board Outreach meeting scheduled in Hudson's Hope on June 11, 2020 to the PRRD Boardroom in Dawson Creek, BC.

## **BACKGROUND/RATIONALE:**

The electronic participation of Directors in Board meetings is allowed under Board Procedure Bylaw No. 2200, 2015. At this time, and as a result of COVID-19, it would be appropriate to hold the May 28 and June 11, 2020 Board meetings in Dawson Creek so that some Directors and staff would not have to travel to Fort St. John and Dawson Creek to participate in teleconferenced Board meetings.

## **ALTERNATIVE OPTIONS:**

1. That the Regional Board provide further direction.

## **STRATEGIC PLAN RELEVANCE:**

- ☒ Not Applicable to Strategic Plan.

## **FINANCIAL CONSIDERATION(S):**

There will be no fees associated with the cancellation of the venues and catering in Fort St. John and Hudson's Hope. Expenses related to staff travel time and use of PRRD fleet vehicles will be negated. The cost to place advertisements in newspapers regarding the meeting location change is \$567.00 (plus applicable taxes) per ad.

## **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.