



PEACE RIVER REGIONAL DISTRICT

Guidelines for Delegations

to the Board Meetings of the
Peace River Regional District and Peace River Regional Hospital District

The following are guidelines for persons or parties wishing to address the Regional District Board as a scheduled delegation:

1. Your request must be made at least ten (10) days before the meeting.
2. Send a letter requesting a date for your presentation. Include the subject matter, name(s) and title(s) of presenters(s), preferred Board meeting date, and your request of the Board (ie. letter of support, advocacy, funding).

Address the letter to:

Peace River Regional District

Delivery options:

Mail to: Box 810, Dawson Creek, BC V1G 4H8; or

Hand deliver to: 1981 Alaska Avenue, Dawson Creek; or

Email to: prrd.dc@prrd.bc.ca

3. You will be contacted to confirm a date and time to appear before the Board.
4. The deadline to send in your presentation materials is ten (10) days before the meeting. This gives the Directors time to review your information before the meeting.

If you are unable to meet the deadline, contact Legislative Services to discuss options.

Personal information is collected under the authority of the Freedom of Information and Protection of Privacy Act and the Local Government Act. The information you provide will become a matter of public record and will be published in meeting agendas and posted online. For enquiries about the use of information please contact the Corporate Officer.

5. You will be given a maximum of fifteen (15) minutes for your presentation, including a question and answer period.

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