



Section:	BOARD OF DIRECTORS		
Title:	BOD-01: Conduct of Media at Board Meetings		
Resolution	#61/17	Approval Date:	May 3, 2017

Conservation Authority Board Meetings are open to the media to attend, with the exception of in-camera sessions, which involve discussions related to personnel, legal, property or third party matters.

The conduct of the media at Board Meetings are to adhere to this policy.

1.0 Definitions

Board of Directors: refers to the Board of Directors of the Lakehead Region Conservation Authority as appointed by the Member Municipalities of the Lakehead Region Conservation Authority.

Chair: refers to the elected Chair of the Lakehead Region Conservation Authority

Media: any person representing any form of media.

Staff: refers to any staff member employed by the Lakehead Region Conservation Authority.

2.0 Photographic, Audio or Video Recording

No media shall take or attempt to take a photograph, motion picture, video recording, or other recording capable of producing visual or aural representations by electronic means, or otherwise, at any proceedings of the Board otherwise open to the media, unless the presiding Board Member authorizes the recording and the following conditions have been satisfied by the person making the request:

- a) The request for authorization was submitted to the presiding Board Member or the Chair;
- b) The Board Member determines that the proceedings will not be disrupted or delayed if approval is given;
- c) The Board Member determines that the approval will not result in any prejudice to any party to the proceedings;

- d) The equipment must be of a type approved by the Board Member and be placed in locations approved by the presiding Board Member; and
- e) Photographing and/or visual recording may take place only within the times designated by the Board Member prior to the commencement of the Board's proceedings.
- f) The Board Member or Chair may withdraw the approval at any time he or she deems it to be necessary.

3.0 Media Interviews

Requests for interviews must be pre-arranged.

Requests for a media interview are to be made to staff who will arrange such requests with the appointed spokesperson.

4.0 Addressing the Board

Except for the submission of briefs or deputations, at no time during the proceedings may members of the public or media address or participate in discussion at the Board Meetings.

Persons wishing to present a brief or deputation to the Board must adhere to the Lakehead Region Conservation Authority Deputation Policy.