

 DISTRICT OF RAINY RIVER SERVICES BOARD	SECTION: Governance
	POLICY TITLE: Board Communication
POLICY NO: G-3.1	POLICY AREA: Conduct and Accountability
ORIGINAL DATE: May 21, 2026	OWNER: Corporate Secretary-Treasurer (CAO)
REVISION DATE: N/A	APPROVAL AUTHORITY: Board of Directors
NEXT REVIEW DATE: May 2030	APPROVED BY: Resolution #27/26

1. Purpose

To outline who may speak on behalf of the Board and how Board positions are communicated.

2. Scope

This policy applies to communications issued in the name of the Board and to Board members when communicating publicly about Board business.

3. Policy

3.1 The Chair is the spokesperson for the Board unless the Board authorizes another spokesperson.

3.2 The Board may authorize the Vice Chair, CAO, or another designated person to speak on behalf of the Board for specific matters or in specified circumstances.

3.3 Official Board positions shall be based on Board resolutions, approved policies, or other formal and documented Board direction.

3.4 Public communications made in the name of the Board should be accurate, respectful, consistent with confidentiality obligations, and aligned with the Board's governance role.

3.5 Individual Board members may communicate their personal views but shall not represent those views as official Board positions unless authorized to do so.

3.6 Where communications involve sensitive legal, labour, privacy, or emergency matters, appropriate coordination with the CAO and legal counsel should occur.

3.6 This policy does not prevent Administration from communicating operational matters within the scope of delegated authority.

4. Roles and Responsibilities

Board Chair: Acts as the primary Board spokesperson unless otherwise directed.

Board Members: Respect the distinction between personal views and official Board positions.

Chief Administrative Officer: Supports implementation and coordinates communications consistent with delegated authority.

5. Related Tools and Policies

- DRRSB By-Law No. 1
- G-2.0 Board-CAO Relationship
- G-3.0 Board Member Conduct
- DRRSB Board Communication Implementation Guidance