

Policy Number:	1.3.2 Board Policy Approval Process
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Relevant Statutory / Corporate By-Laws

Regulatory Linkages:

Policy Statement (Intent and Scope)

The following material outlines the Board of Directors' Policy decision-making and approval process.

1. Board Policy discussions and motions will focus on and be primarily framed around the development, approval / non-approval of a new Board Policy; affirmation of an existing Board Policy; or amendments to / deletion of an existing Board Policy.
2. Board of Director policy decisions will normally be undertaken based on one of two possible outcomes:
 - 2.1. A motion approving or not approving a recommendation on a new Board Policy or an amended existing Board Policy.
 - 2.2. A referral motion to further review, develop, analyze or make additional recommendations in regards to a new or an existing Board Policy.
3. Where a decision is required as to whether an individual motion is policy (Board) or operational (Principal) in nature, the Board of Directors decides the status of the motion and how to proceed.
4. The discussions on and research undertaken in support of developing a new Board Policy, or amending an existing Board Policy, can involve various activities, partners and stakeholder input, etc., as deemed appropriate by and as directed by the Board of Directors at its sole discretion.
5. For a referral motion on a Board Policy, the Board of Directors decides who the referred party will be, and can identify the types of research, consultation and other activities to be undertaken in support of the process, as well as reporting timelines, etc.
6. The Board of Directors, at its sole discretion, can decide to approve a Board Policy in a decision motion outside of the process outlined above, e.g.: an emergency response

when timeliness issues prevail, or for any other reasons. The Board can then decide that a new Board Policy or existing Board Policy amendment is required to be developed and considered by the Board at a future date in such cases.

Monitoring

1. Implemented at all regular and special Board meetings.
2. Included in Vice Chair’s annual Governance Report

Original Approval Date:	February 2019
Effective Date:	February 2019
Revised:	February 2021
Next Review:	2023-24