

BOARD POLICY	
Effective:	September 2022 M22-0127
Revised:	
Review Date:	May 2026
Review Cycle:	4 years

TRUSTEE OPERATIONS

1. OBJECTIVE

1.1. This policy will provide a framework for governance procedures that pertain to the operational role of the Board of Trustees (“Board”).

2. POLICY STATEMENT

2.1. Number of Trustees

2.1.1. The Board shall have the number of Trustees determined by the Trustee Determination and Distribution Report that is approved by the Board every four years, prior to municipal elections.

2.1.2. Should a Trustee no longer be able to serve, the Board will ensure a procedure is in place to replace the Trustee to serve that constituency as soon as is practical. Should there be less than three months left in the term, the vacancy will not be filled prior to the municipal elections.

2.2. Director

2.2.1. The Board shall ensure there is a Director.

2.2.2. Should the Director no longer be able to serve, the Board will ensure a procedure is in place to hire a Director as soon as is practical.

2.3. Chair and Vice-Chair

2.3.1. The Board will have a Chair and a Vice-Chair.

2.3.2. The Board will ensure a procedure is in place to elect a Chair and a Vice-Chair annually or in the event a Chair or Vice-Chair is unable to complete their term.

Related Board Policies and Procedures

Policy and Procedure Framework

By-laws