

Minutes of the Policy and Board Development Committee Meeting
Monday, March 7, 2022
11:00 am

Attended by: Ramona Robins (Chair), Michelle McKenzie, Chris Czember, Sourav Saha (CAO), Chelsy McArady (HR & Workflow Manager), Myrna Cooper (Advisor to the Board)

Regrets:

1. Call to Order

The meeting was called to order at 11:04 am.

2. Approval of the Agenda

MOTION: Moved by Michelle McKenzie to approve the agenda as presented.
CARRIED

3. Approval of the Minutes

MOTION: Moved by Chris Czember to approve the minutes of the Policy and Board Development Committee Meeting on February 14, 2022. CARRIED

4. Amendments to Policies:

a. Policy A-13 Out-of-Scope Compensation & Benefits for Management Group A
MOTION: Moved by Michelle McKenzie to recommend the revised Policy A-13 Management Compensation & Benefits to the Board for approval.
CARRIED

b. Policy A-15 Out-of-Scope Compensation & Benefits for Group B
MOTION: Moved by Chris Czember to recommend the revised/new Policy A-15 Out-of-Scope Compensation & Benefits to the Board for approval.
CARRIED

c. P-2 Progressive Discipline
MOTION: Moved by Michelle McKenzie to recommend the revised P-2 Progressive Discipline to the Board for approval. CARRIED

d) Policy P-6 Service Awards
MOTION: Moved by Chris Czember to recommend the revised Policy P-6 Service Awards to the Board for approval. CARRIED

d. Policy P-25 Stat Holidays
MOTION: Moved by Chris Czember to recommend the revised Policy P-25 Stat Holidays to the Board for approval. CARRIED

e. Policy R-2 Guest Rooms
MOTION: Moved by Michelle McKenzie to recommend the revised Policy R-2 Guest Rooms to the Board for approval. CARRIED

- f. Policy R-3 Rental Payments
MOTION: Moved by Chris Czember to recommend the revised Policy R-3 Rental Payments to the Board for approval. CARRIED
- g. Policy R-9 Fire Prevention
MOTION: Moved by Michelle McKenzie to recommend the revised Policy R-9 Fire Prevention to the Board for approval. CARRIED
- h. Policy R-10 Access to Rooms/Suites
MOTION: Moved by Chris Czember to recommend the revised Policy R-10 Access to Rooms/Suites to the Board for approval. CARRIED

5. Elimination of Policy

- a. P-28 Management on Call
MOTION: Moved by Michelle McKenzie to recommend the elimination of Policy P-28 Management on Call to the Board for approval. CARRIED

6. Date for the next meeting

The date for the next meeting will be April 4, 2022 @ 11:00 am.

7. Adjournment

The meeting was adjourned at 12:50 pm.

Minutes by Chelsy McArady, March 7, 2022