

**Minutes of the
Policy and Board Development Committee Meeting
Wednesday November 2, 2022
11:30 am**

Attended by: Michelle McKenzie, Chris Czember, Sourav Saha (CAO), Chelsy McArady (HR & Workflow Manager)

Regrets: Ramona Robins

1. Call to Order

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

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 Michelle McKenzie approve the minutes of the Policy and Board Development Committee Meeting on October 3, 2022. CARRIED

4. Amendments to Policies:

a. Policy B-1 Signing Authority

MOTION: Moved by Michelle McKenzie to recommend the revised Policy B-1 Signing Authority as amended to the Board for approval. CARRIED

b. Policy B-4 Benefits

MOTION: Moved by Michelle McKenzie to recommend the revised Policy B-4 Benefits as amended to the Board for approval. CARRIED

c. Policy F-1 Budget Preparation Guidelines

MOTION: Moved by Michelle McKenzie to recommend the revised Policy F-1 Budget Preparation Guidelines as amended to the Board for approval. CARRIED

d. Policy F-5 Investments

MOTION: Moved by Michelle McKenzie to recommend the revised Policy F-5 Investments as amended to the Board for approval. CARRIED

e. Policy H-83 WHMIS

MOTION: Moved by Michelle McKenzie to recommend the revised Policy H-83 WHMIS as amended to the Board for approval. CARRIED

f. Policy R-5 Tenancy

MOTION: Moved by Michelle McKenzie to recommend further revision of Policy R-5 Tenancy and will be revisited at next the policy committee meeting.
CARRIED

- g. Policy R-7 Smoking
MOTION: Moved by Michelle McKenzie to recommend the revised Policy R-7 Smoking as amended to the Board for approval. CARRIED

5. Date for the next meeting

The date for the next meeting will be December 5, 2022 @ 11:30am.

6. Adjournment

The meeting was adjourned at 12:27 pm.

Minutes by Chelsy McArady, November 2, 2022