

BY-LAW NO. 34

A by-law to amend the Procedural By-Law No. 1.

WHEREAS it is deemed advisable to clarify the process for approving material and non-material amendments to policies and policy regulations,

THEREFORE BE IT RESOLVED THAT:

1. Section IX, sub-section 5 be deleted and replaced with the following:
5. Policy Adoption

a) The following process shall be followed for adoption and/or material amendments of any Board policy/or policy regulation:

i. Proposed new policy, policy regulation, or material amendments shall be the responsibility of the appropriate Standing Committee or the Human Resources and Policy Committee.

ii. Committee shall develop a new policy, policy regulation, or material amendment in consultation with Administration and any stakeholders as required.

iii. Any proposed policy, policy regulation, or material amendment, must receive the approval of the Board, by way of three readings, in order to become policy.

iv. First reading shall be considered by the Board upon initial presentation to the Board of the proposed policy, policy regulation, or material amendment. The Board may:

- approve the proposed policy, policy regulation, or material amendment, for first reading.

- amend the proposed policy, policy regulation, or material amendment, and approve as amended for first reading.

- reject the proposed policy, policy regulation, or material amendment.

- refer the proposed policy, policy regulation, or material amendment, back to the appropriate Standing Committee or Human Resources and Policy Committee for further study and/or revision.

v. Second reading of the proposed policy, policy regulation, or material amendment, shall be considered by the Board at the next regular Board meeting.

vi. Following debate at second reading and, at the same meeting, the Board shall consider the proposed policy, policy regulation, or material amendment, for third and final reading provided that there are no amendments following second reading.

vii. If the approval includes an amendment the proposed policy, policy regulation, as amended, shall be presented for third and final reading at the next regular Board Meeting.

viii. All policy motions require a two-thirds majority vote of the Trustees present at the Board Meeting.

ix. In order to rescind policies, or policy regulations previously passed, the Board must approve the recission through the same process as the adoption of policy and policy regulations as set out in this section.

b) Amendments to policies and policy regulations which are not materially substantive may be made by the Board by way of the approval of a single motion passed at a Board Meeting. Multiple readings by the Board or stakeholder consultations are not required for amendments which are not material.

FIRST READING ON THIS 5 day of OCTOBER, 2006

SECOND READING ON THIS 19 day of OCTOBER, 2006

THIRD READING AND PASSED 19 day of OCTOBER, 2006

REDACTED

Chair of the Board

REDACTED

Secretary-Treasurer