

Provisions for Calling Extraordinary Meetings of the Board

Key Contact: Michele Giroux, Executive Officer, Corporate Services

PURPOSE:

1. To recommend adopting a resolution authorizing the calling of extraordinary meetings of the Board to deal with COVID-19 and Labour Relations matters for the period of 25 May 2021 to 01 December 2021, if required.

CONTEXT:

2. In accordance with Section 8.6 of the Board's By-laws and Standing Rules, attached as Appendix A, the Board may adopt a resolution authorizing extraordinary meetings to be called by the Chair without the normal 48 hours' written notice, but with no less than six hours' notice by telephone, facsimile transmission, or electronic mail to all Board members. The enabling resolution must state the nature of the business to be transacted at such extraordinary meetings.

KEY CONSIDERATIONS:

3. As the District continues to operate within the current COVID-19 reality and contemplates planning for the return to school in September 2021, it is anticipated that key decisions may require Board approval to be responsive to Ministry timelines. In addition, there are outstanding Labour Relations matters which may require timely resolution.

The preferred practice for unplanned business is to call for a special meeting (48 hours' notice) in accordance with the provisions in the Board By-laws and Standing Rules. The Board also has the ability under section 8.6 of the by-laws to call an extraordinary meeting (6 hours' notice). However, the by-laws require an enabling motion to be in place to call an extraordinary meeting. Historically speaking, this is a precaution, and wherever possible, urgent meetings are planned with at least 48 hours' notice. Staff is recommending that the Board protect its right to call extraordinary meetings under the provisions of Section 8.6 of the By-laws for the period of 25 May 2021 to 01 December 2021, if required.

RESOURCE IMPLICATIONS:

4. There are no financial implications associated with the invoking of the provision of the extraordinary meeting.

COMMUNICATION/CONSULTATION ISSUES:

5. There is no consultation required.

STRATEGIC LINKS:

6. Improved governance practices is one of the desired outcomes of the culture of social responsibility. In its responsibility for implementing responsive governance structures and practices, the Board is responsible for adhering to its own By-laws and Standing Rules.

RECOMMENDATION:

THAT the Board invoke the provisions of Section 8.6 of the Board's By-laws and Standing Rules regarding the calling of extraordinary meetings of the Board, for the purpose of dealing with issues related to planning as a result of COVID-19 and Labour Relations matters, for the period from 25 May 2021 to 01 December 2021.

Michael Carson
Chief Financial Officer

Camille Williams-Taylor
Director of Education and
Secretary of the Board

Appendix A Board By Laws and Standing Rules (Excerpt re Extraordinary Meetings)