



Policy:	G001– Policy development
Effective Date:	September 9, 2010
Approved by:	Board

PURPOSE

To establish the process for development and approval of Board policies and ensure consistent and regular review of policies

POLICY

The Board shall establish a consistent approach and philosophy for the development and approval of policies.

GUIDELINES

1. Policies shall be developed using a standard format to provide consistency of information.
2. Policies shall be consistent with relevant Federal and Provincial government legislation and related regulations, the Board Regulation as well as with the Board's Growth Plan; Servicing Plan; the Vision, Mission and Value statements; by-laws; and policies.
3. Policies shall be reviewed and then recommended by the Chief Executive Officer before submitting to the Executive Committee for its consideration.
4. The Executive Committee shall review and consider recommending all corporate policies to the Board for approval. The Executive Committee reserves the right to refer policies to the Chief Executive Officer, or any other committee or task force, for further review and/or amendments
5. Approved policies are to be formally reviewed at least once every four years.
6. New policies will be reviewed one year from date of approval.
7. At the discretion of the Chief Executive Officer, proposed policies may be referred to Legal Counsel for review and comments.



Nolan Crouse, Board Chair

Revisions		
Date	Status	Comments
October 5, 2015	Amend	Change policy review schedule from three to four years
December 15, 2015	Amend	GPF amendment to add clause regarding review of new policy, and expanded purpose.
February 11, 2016	Approved	Approved by the Board
October 31, 2017	Amend	Non-substantive changes to ensure compliance with the new MGA, Regulation, Growth Plan, and approved Board Governance Structure