



Minutes - Governance and Policy Committee Meeting

Tuesday, May 10, 2022, 6:00 p.m., Virtual

Trustees: Michael Barrett, Paul Crawford, Donna Edwards, Carolyn Morton, Christine Thatcher, Scott Templeton, Darlene Forbes

Regrets: Trustees Patrice Barnes, Chris Braney, Niki Lundquist, Linda Stone

Staff present: Associate Director Jim Markovski, General Counsel Patrick Cotter, Executive Lead Robert Cerjanec, Policy Analyst Ahmad Khawaja

Recording Secretary: Gillian Venning

1. Call to Order

Trustee Michael Barrett, Committee Chair, called the meeting to order at 6:01 p.m.

2. Land Acknowledgment

Trustee Barrett read out the Land Acknowledgement.

3. Declarations of Interest

There were no declarations of interest.

4. Approval of Agenda

Trustee Edwards put forth a motion to approve the agenda.

CARRIED

5. Approval of Minutes – March 24, 2022

Trustee Templeton put forth a motion to approve the minutes.

CARRIED

6. Recommended Actions

(a) Emergency Closing of Schools Policy

Associate Director Jim Markovski led the Committee through the revised draft policy and two related procedures (Emergency Closing of Schools and Cancellation of Student Transportation), summarizing revisions that have been made and noting where sections align with other DDSB policies or procedures and applicable legislation including the Education Act.

Trustee questions were answered.

Following review of the revised draft policy and procedures, it was recommended that pending minor corrections as noted, the policy be moved to the next Board meeting as a notice of motion.

Trustee Morton put forward a motion to move the revised draft Emergency Cancellation of Schools Policy forward to the next regular meeting of the Board as a notice of motion, scheduled for May 16, 2022.

CARRIED

7. Information Items

(a) Receiving Board Correspondence/Letters

Chair Michael Barrett introduced the item, noting that there does not appear to be a standard framework or practice in place in terms of sharing correspondence addressed to the Chair with the entire Board.

It was suggested that a framework be developed with a draft presented at a future meeting of the Governance and Policy Committee for consideration.

There was discussion of some potential parameters including:

- correspondence addressed to the Chair of the Board be circulated to the entire Board and be included in the Correspondence section of the next Board meeting agenda
- Exceptions to the above will be made when there is information contained in correspondence that either names an individual trustee, or contains information that is disparaging to individual trustees
- Guidance to help determine whether correspondence addressed to individual trustees (other than the Chair) should be considered business of the Board
- Guidance for dealing with correspondence that includes threats of any kind to individual trustees or the Board as a whole

It was noted that the process to be developed should not interfere in any way with the ability of members of the public to bring forward complaints and have their concerns fairly addressed.

It was confirmed that Executive Lead Robert Cerjanec and General Counsel Patrick Cotter will work with Trustees Michael Barrett and Scott Templeton to begin drafting a document. When ready, the draft will be presented to this Committee for consideration and together members will determine if it should eventually be included in the By-laws or as a separate protocol.

(b) Trustee Self-Assessment

Trustee Paul Crawford introduced the item and asked members to consider whether there is interest in completing a self-assessment and if yes, whether it should take place in connection with the mandate of the existing Director's Performance Review Committee or as a separate Ad Hoc committee.

Discussion took place and trustee questions were answered.

Trustees present were in support of a self-assessment, though it was suggested that it might be better timed to take place following the October 2022 municipal election.

It was noted that the existing terms of reference of the Director's Performance Review Committee do not include mention of a board self-assessment. It was suggested that the terms of reference could be revised to include a component for board self-assessment as part of its work if necessary. Some trustees indicated the self-assessment process should take place separate from the Director's Performance Review Committee.

(c) Board Member (Trustee) Code of Conduct (Appendix 2 – Complaints Protocol – Integrity Commissioner)

Trustee Paul Crawford introduced the item and expressed concern with the updated wording of Appendix 2, suggesting it appears that anyone who wishes to, can file a complaint directly with the Integrity Commissioner, without first having to work with the entire Board to resolve informally.

Staff confirmed that the language of the Complaints Protocol in relation to complaints by members of the public.

Discussion took place and trustee questions were answered.

8. Date of Next Meeting

To be scheduled for early June.

9. Adjournment

Meeting adjourned at 7:59 p.m.