

Board Calendar

	Jan	Mar	May**	Sep	Nov
STRATEGIC PLANNING/REPORTING					
1. Strategic Plan:					
1. Approve Strategic Plan	As required				
2. Approve Strategic Implementation Plan		X			
2. Approve Information Resource Management Plan (IRMP) †				X	
3. Approve Annual Operating Budget & Capital Budget †			X		
4. Review and approve final draft Annual Service Plan Report			June		
5. Approve Annual Service Plan	X				
6. Review CEO Report on operations performance	X	X	X	X	X
MATERIAL DECISIONS					
7. Approve material commitments	As Required				
8. Approve material financial commitments outside of approved budget	As Required				
9. Approve the commencement or settlement of litigation	As Required				
FINANCIAL ACCOUNTABILITY					
10. Review and approve management reports on financial performance †	X	X	X	X	X
11. Approve annual audited financial statements and MD&A †			X		
12. Appoint external auditor and set fees †			X		
13. Approve other financial reports made publicly available †	As Required				
INTERNAL AUDIT					
14. Approve the internal audit plan and budget		X			
RISK MANAGEMENT					
15. Annual risk review	X				

* Additional meeting may be required outside normal Board schedule.

**It is understood that if necessary there will be Board meeting in June

† Based on recommendation of Board Committee.

‡ Required for Directors, Senior Management and employees.

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HUMAN RESOURCES					
16. CEO performance evaluation:					
1. Approve CEO performance criteria †		X			
2. Approve CEO evaluation process †		X			
3. Approve CEO evaluation †		X			
4. Approve CEO compensation †		X			
17. Review and approve compensation philosophy and guidelines †			X		
GOVERNANCE					
18. Board, individual Director, Committee, Chair Evaluation:					
1. Approve evaluation process †			X		
2. Review report and determine action plan †					X
19. Board Composition and Development †:					
1. Approve Board profile/Director Criteria †	As Required				
2. Approve Board Education and Development Plan †	X				
3. Approve Orientation process for new Directors †		X			
20. Governance Framework:					
1. Approve changes to Board Governance Manual and/or Committee Terms of Reference †	As Required				
2. Approve changes to Bylaws †	As Required				
21. Approve Executive and Director Compensation Disclosure		X			
22. Approve organizational policies † <i>(as required in Board Governance Manual Tab 25: List of Significant Organizational Policies and Processes)</i>	X	X	X	X	X
23. Complete Directors' Declarations	X				
24. Approve guiding principles for collective bargaining and proposed collective agreements †	As required				

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QUALITY AND SERVICE					
25. Approve agenda for annual PAC/CC/CLBC Board Meeting †		X			
26. Meet with PAC and CC Chairs*			X June		
27. Receive advice from Provincial Advisory Committee	As Required				
COMMUNICATIONS					
28. Review/Approve corporate/visual identity	As Required				
COMPLIANCE/LEGAL					
29. Review compliance with policy and regulatory requirements	As Required				
30. Report Other Material Developments	As Required				
31. Approve Commencing/Settling Litigation	As Required				
KEY STAFF					
32. Approve the appointment or termination of the Manager, Internal Audit †	As required				

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