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| Category & Number: GP002 | Policy Title: Council Chair – Appointment and Duties |
| Authority: Bylaw 30.1. Duties and powers of the Council Chair | Approved by: Council |
| Effective Date: April 1, 2024 | Next Review Due: March1, 2026 |

BACKGROUND

The Council works as a single body for decision-making and may explicitly delegate roles but not responsibilities.

PURPOSE

To clearly outline the duties of the Council Chair in addition to the duties and powers defined in Bylaw 30.1.

POLICY & PROCEDURES

The Council appoints the Chair to facilitate effective Council performance by providing leadership in the guidance of Council meetings, Council fulfillment of its legislated mandate, and achievement of Council priorities.

The Chair ensures the integrity of the Council's governance by providing leadership in complying with the Council governance policies and procedures.

1. Appointing the Chair - In the absence of a Council Chair, members of Council are encouraged to consider the role and offer to stand as Chair. The Council appoints the Chair by resolution called at any meeting or by electronic vote between meetings as required. The resolution shall identify the term, or the remainder of the term to be served.
2. Agenda development – The Chair works with the Registrar to prepare and ensure the Council meeting agendas are aligned with the Council's role and governing policies.
3. Chairing meetings of Council – The Chair:
 - 3.1. Manages the content of the meeting discussion to include issues which, according to Legislation, Regulations, Bylaw, and/or policy, clearly belong to the Council for decisions.
 - 3.2. Facilitates the participation of the members of Council and the Registrar in discussions at Council meetings by:
 - 3.2.1. Managing the process of the meeting discussion so that deliberation will be fair, open, thorough, and also timely and efficient.
 - 3.2.2. Recognizing the individual strengths and expertise of the Council members and Registrar, optimizes use of that expertise in Council discussions.

