

Policy Name	<b>Email Voting</b>		
Policy #	507	Category	GOVERNANCE
Steward	Board of Governors	Date Approved	July 1, 2023
Next Review Date		Date Reviewed or Revised	Feb. 27, 2025

## PURPOSE

In order to address time sensitive issues in an expedient manner, the Board of Governors may electronically vote (e-vote) on issues between meetings.

## PRINCIPLES

There may be occasions when decisions must be made between Board meetings. This policy outlines the rules and procedures so that the Board of Governors may e-vote on issues between meetings.

## POLICY

When it is necessary to proceed with an action between scheduled Board meetings and it is not reasonable to call a special meeting, the Chairperson or Vice-Chair can authorize the Corporate Secretary to conduct a vote electronically (such as via email). The Chairperson or Vice-Chair must be confident that circumstances of urgency require a vote.

Any vote taken following directions of this policy will have the same effect as one taken during a Board meeting.

All participants must have access to the necessary equipment for participation in the e-vote otherwise an e-vote cannot be taken.

## DEFINITIONS

## LEGISLATIVE AND COLLECTIVE AGREEMENT REFERENCES

## LINKS TO OTHER RELATED POLICIES, DOCUMENTS AND WEBSITES

See Procedures Document