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CATEGORY: Part V-B – Governance Process

SUBJECT: **COMMITTEE AND TASK FORCE PRINCIPLES**

Committees and Task Forces of the Board play an essential role in the Board's functioning. These bodies reinforce the responsibility of the Board. Except as limited by the Ontario *Not-for-Profit Corporations Act, 2010* and as outlined in the By-Laws, the consideration of key policies, oversight, and decision support functions are carried out at the Committee/Task Force level and recommendations are made to the Board for discussion and if appropriate, ratification. Board Committees and Task Forces may not speak or act for the Board except when formally given such authority for specific and time-limited purposes. Such delegation should be framed so as to not conflict with the authority delegated to the Chief Executive Officer.

Board Committees and Task Forces do not relieve the Board of its oversight accountability; committees are a resource to assist in the Board's fulfillment of its governance role. Committees and Task Forces will assist the Board by preparing policy alternatives and identifying implications for Board deliberation.

Committee and Task Force mandates are approved by the Board. Written terms of reference for each committee and task force will provide the expectations from the Board and clarity about committee discretion, if any.

Unless otherwise authorized to do so, Committees and Task Forces of the Board may not engage independent legal counsel or consulting advice without the prior approval of the Board.

Each committee and task force will report regularly to the Board through formal minutes, reports and oral updates provided by the Committee Chair.

Policy Review Log

Date	Action
July 8, 2003	Issued
January 27, 2026	Revised