

Trustee Accommodation Policy

1.0 Rationale

The Human Rights Code requires that persons with disabilities be accommodated to the point of undue hardship. This process will consider accommodation requests from trustees with respect to their attendance at or participation in Board meetings, and other duties.

2.0 Policy

- 2.1 If a member reasonably believes that they require an accommodation with respect to their attendance at or participation in Board meetings and Board duties, the member shall provide a request in writing to the Board Chair detailing the nature of the requested accommodation and the duration of the requested accommodation.
- 2.2 Upon receipt of a written request, the Board Chair may request further supporting information, including but not limited to, documentation from medical professionals.
- 2.3 At the request of the Board Chair, the General Counsel may retain external legal counsel to advise the Board Chair directly and confidentially in relation to an accommodation request.
- 2.4 The Board Chair shall advise the member of a determination with respect to the request in a timely manner.
- 2.5 The Board Chair shall advise the Board of the any approved accommodation to the extent necessary to ensure the proper functioning of the Board and the discharge of the Board's obligations. Otherwise, the Board Chair shall maintain the confidentiality of accommodation requests and supporting documentation provided by members, unless disclosure is required by law.

3.0 Evaluation

- 3.1 This Policy is subject to review and revision as may be deemed appropriate by the Board, but it shall be brought to the Board for review at least every five years.

4.0 Reference Documents

- 4.1 N/A

Effective Date

2020-11-16

Amended/Reviewed

2023-11-10