

Directors' Roles and Responsibilities



PROVINCIAL CAPITAL COMMISSION

Directors are under a fiduciary duty to the Commission to carry out the duties of their office honestly and in good faith and in the best interests of the PCC. Each Director has an obligation to disclose any direct or indirect conflict of interest in the affairs of the PCC.

Some Directors are appointed to the Board by certain municipalities located within the Capital Improvement District (CID) to bring special expertise or points of view to Board deliberations. The best interests of the PCC must be held paramount at all times by all Directors.

In addition, Directors have the following responsibilities:

- To exercise due diligence and reasonable care in carrying out their Board responsibilities.
 - To become familiar with the PCC, its service plan, its legislative and legal framework, and its management.
 - To prepare thoroughly for each meeting.
 - To attend as many meetings as possible, and become familiar with deliberations and decisions as soon as possible after any missed meetings.
 - To participate in Board (Committee) meetings.
 - To devote sufficient time to Board matters, including orientation and ongoing development.
 - To adhere to the requirements for ethical conduct as set out in the Board-approved Code of Conduct.
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