

24 (1) If necessary to conduct urgent business or business for which excluding registrants or members of the public from a board meeting would be permitted under section 19(2) [*Openness of board meetings*],

(a) a resolution approved by a majority of the board members in writing, including without limitation by mail, facsimile or e-mail, is valid and binding and of the same effect as if it were an ordinary resolution, and

(b) a resolution approved by not less than two-thirds of the board members in writing, including without limitation by mail, facsimile or e-mail, is valid and binding and of the same effect as if it were a special resolution.

(2) A report of any resolution approved under subsection (1) must be verified and made a part of the minutes of the next board meeting.

## PART 2 – COMMITTEES

### Division 1 – Registration Committee

#### Definitions for Division

25 In this Division:

“**committee**” means the registration committee established in section 26 [*Registration committee established*];

“**committee chair**” means the committee chair designated under section 29(2) [*Committee chair and vice-chairs*];

“**committee member**” means a person appointed as a member of the committee under section 27 [*Committee composition*];

“**committee vice-chair**” means a committee vice-chair designated under section 29(2) [*Committee chair and vice-chairs*];

“**governance committee**” means the governance committee established in section 173 [*Governance committee established*];

“**panel**” means a panel established under section 32 [*Committee panels*].

#### Registration committee established

26 The registration committee is established.

#### Committee composition

27 (1) The committee consists of not fewer than 12 persons, all of whom must be appointed by the board.

- (2) Not fewer than eight of the committee members must be registrants, of whom
- (a) not fewer than two must be registrants in the class of practising LPN registrants or non-practising LPN registrants,
  - (b) not fewer than two must be registrants in the class of practising RPN registrants or non-practising RPN registrants,
  - (c) not fewer than two must be registrants in the class of practising RN registrants or non-practising RN registrants, and
  - (d) not fewer than two must be registrants in the class of practising NP registrants or non-practising NP registrants.
- (3) Not less than one-half of the committee members must be registrants in one or more of the following:
- (a) the class of practising LPN registrants or non-practising LPN registrants;
  - (b) the class of practising RPN registrants or non-practising RPN registrants;
  - (c) the class of practising RN registrants or non-practising RN registrants;
  - (d) the class of practising NP registrants or non-practising NP registrants.
- (4) Not less than one-third of the committee members must be public representatives.

~~(5) Committee members must be appointed as necessary to ensure that~~

~~(a) the membership of the committee and any panels includes sufficient numbers of relevant professionals, whether they are practising or non-practising, for the committee or panels to competently and meaningfully apply relevant profession-specific knowledge and experience when exercising the powers and performing the duties of the committee in respect of a particular designated health profession, and~~

~~(b) without limiting paragraph (a), the requirements of section 33(3) [Panel composition] may be met.~~

### **Committee appointment and removal**

- 28** (1) Committee members must be appointed to the committee for terms of office specified by the board not exceeding three years.
- (2) Committee members and former committee members are eligible for reappointment to the committee, but no person may serve as a committee member for more than six consecutive years.
- (3) Despite subsection (2), a person who
- (a) completes six consecutive years of serving as a committee member, or

(b) ceases to hold office as a committee member under subsection (4)(a) or (b),

is not again eligible to be appointed to the committee until one year has elapsed since the date of the event referred to in paragraph (a) or (b).

(4) A person ceases to hold office as a committee member if, before the expiry of their term of office, the person

(a) resigns from office as a committee member under subsection (5),

(b) is removed from office as a committee member under subsection (6), or

(c) dies.

(5) A person may resign from office as a committee member, member of a panel, or both, at any time before the expiry of their term of office by delivering a notice in writing to the registrar, and the resignation is effective

(a) on the effective date specified in the notice, unless withdrawn in writing by the person before that date, or

(b) if no effective date is specified, on receipt by the registrar of the notice.

(6) The board may, by ordinary resolution, remove a person from office as a committee member, member of a panel, or both.

(7) Despite subsections (1) to (6), a person who ceases to hold office as a committee member or, as applicable, a member of a panel may continue to serve as a committee member and member of the panel to complete work of the committee or panel that began before the person ceased to hold office as a committee member or member of the panel.

### **Committee chair and vice-chairs**

**29** (1) The committee must have one committee chair and not less than one committee vice-chair.

(2) The committee chair and all committee vice-chairs must be designated by the board from among the committee members.

(3) The committee chair must

(a) preside at all meetings of the committee as a whole, and

(b) act generally in accordance with the requirements of the office of committee chair, for the proper exercise and performance of the powers and duties of the committee.

(4) If the committee chair is absent or unable to act, a committee vice-chair may exercise the powers and must perform the duties of the committee chair.

### **Committee meetings**

**30 (1)** A majority of the committee members constitutes a quorum at meetings of the committee as a whole, as long as

- (a) not less than one committee member in attendance is a registrant in the class of practising LPN registrants or non-practising LPN registrants,
- (b) not less than one committee member in attendance is a registrant in the class of practising RPN registrants or non-practising RPN registrants,
- (c) not less than two committee members in attendance are registrants in the class of practising RN registrants, non-practising RN registrants, practising NP registrants or non-practising NP registrants, and
- (d) not less than one-third of the committee members in attendance are public representatives.

(2) Sections 16 [*How board may meet*], 20(1) [*Minutes of board meetings*] and 22 [*Voting at board meetings*] apply to the committee as a whole as if it were the board, with any necessary changes.

(3) The committee chair may exclude any person who is not a committee member from any meeting of the committee as a whole if the person's attendance at the meeting is disruptive or if the committee chair is satisfied that one or more of the matters set out in section 19(2)(a) to (m) [*Openness of board meetings*] will be discussed.

(4) If necessary to conduct urgent business or business for which a meeting of the committee as a whole would be held in private under subsection (3), a resolution approved by a majority of the committee members in writing, including without limitation by mail, facsimile or e-mail, is valid and binding and of the same effect as if it were an ordinary resolution.

### **Committee powers and duties**

**31** In addition to its powers and duties set out in the Act and Part 5 [*Registration*], the committee

- (a) must develop, in consultation with the governance committee, the competencies expected of persons who wish to be appointed to the committee and a panel of the committee or designated as the committee chair, a committee vice-chair or a chair or vice-chair of a panel,
- (b) may establish, subject to the Act, this Division and any relevant policies of general application established by the board, policies to govern the activities of, and procedures to be followed by, the committee and may amend such policies and procedures,
- (c) may consult, as it considers necessary or appropriate, with registrants or other persons who have expertise relevant to a particular aspect of practice or any other matter considered by the committee, and
- (d) must approve, as the committee considers necessary or appropriate, the examinations that may be required to be taken under section 20(4.3)(b) of the Act or Part 5 [*Registration*].

### **Committee panels**

**32** Subject to any applicable policies and procedures established under section 31(b) [*Committee powers and duties*], the committee chair may

- (a) establish panels of the committee and may disestablish such panels, and
- (b) issue terms of reference for each panel of the committee and may amend such terms of reference.

### Panel composition

**33** (1) Each panel must consist of not fewer than three persons, all of whom must be appointed by the committee chair from among the committee members.

(2) Not less than one-third of the members of a panel must be public representatives.

~~(3) Members of a panel must be appointed as necessary to ensure that the membership of the panel includes sufficient numbers of relevant professionals, whether they are practising or non-practising, for the panel to competently and meaningfully apply relevant profession-specific knowledge and experience when exercising the powers and performing the duties of the committee in respect of a particular designated health profession.~~

### Panel eligibility

**34** A committee member may be appointed concurrently to more than one panel, if otherwise eligible to be a member of each panel to which the committee member is appointed.

### Panel chairs

**35** (1) Each panel must have one chair of the panel.

(2) The chair of each panel must be designated by the committee chair from among the members of the panel.

(3) A committee member may be designated concurrently as committee chair or committee vice-chair and chair of a panel, or as chair of more than one panel, or a combination thereof, if otherwise eligible to hold each office in respect of which the committee member is designated.

(4) The chair of a panel must

- (a) preside at all meetings of the panel, and
- (b) act generally in accordance with the requirements of the office of chair of the panel, for the proper exercise and performance of the powers and duties of the panel.

### Panel meetings

**36** (1) If a panel consists of three persons, all members of the panel constitute a quorum at meetings of the panel.

(2) If a panel consists of more than three persons, a majority of the members of the panel constitutes a quorum at meetings of the panel, as long as not less than one-third of the members of the panel in attendance are public representatives.

(3) Section 30(2) to (5) [*Committee meetings*] applies to a panel as if it were the committee as a whole, with any necessary changes.

#### **Panel powers and duties**

**37** Subject to any applicable policies and procedures established under section 31(b) [*Committee powers and duties*] and any applicable terms of reference issued under section 32(b) [*Committee panels*], a panel may exercise any power and perform any duty of the committee under the Act.

#### **Committee annual report**

**38** The committee must submit annually to the board, in a form satisfactory to the board, a report of the committee's activities including without limitation the activities of its panels.

## **Division 2 – Inquiry Committee**

#### **Definitions for Division**

**39** In this Division:

**“committee”** or **“inquiry committee”** means the inquiry committee established in section 40 [*Inquiry committee established*];

**“committee chair”** means the committee chair designated under section 43(2) [*Committee chair and vice-chairs*];

**“committee member”** means a person appointed as a member of the committee under section 41 [*Committee composition*];

**“committee vice-chair”** means a committee vice-chair designated under section 43(2) [*Committee chair and vice-chairs*];

**“discipline committee”** means the discipline committee established in section 54 [*Discipline committee established*];

**“governance committee”** means the governance committee established in section 173 [*Governance committee established*];

**“panel”** means a panel established under section 46(1) [*Committee panels*].

#### **Inquiry committee established**

**40** The inquiry committee is established.

## Committee composition

- 41 (1) The committee consists of not fewer than 12 persons, all of whom must be appointed by the board.
- (2) Not fewer than eight of the committee members must be registrants, of whom
- (a) not fewer than two must be registrants in the class of practising LPN registrants or non-practising LPN registrants,
  - (b) not fewer than two must be registrants in the class of practising RPN registrants or non-practising RPN registrants,
  - (c) not fewer than two must be registrants in the class of practising RN registrants or non-practising RN registrants, and
  - (d) not fewer than two must be registrants in the class of practising NP registrants or non-practising NP registrants.
- (3) Not less than one-half of the committee members must be registrants in one or more of the following:
- (a) the class of practising LPN registrants or non-practising LPN registrants;
  - (b) the class of practising RPN registrants or non-practising RPN registrants;
  - (c) the class of practising RN registrants or non-practising RN registrants;
  - (d) the class of practising NP registrants or non-practising NP registrants.
- (4) Not less than one-third of the committee members must be public representatives.
- (5) A person cannot be a member of the inquiry committee while the person
- (a) is a member of the discipline committee, or
  - (b) continues to serve as a member of a panel of the discipline committee to complete work of the panel that began before the person ceased to hold office as a member of the discipline committee.
- ~~(6) Committee members must be appointed as necessary to ensure that~~
- ~~(a) the membership of the committee and any panels includes sufficient numbers of relevant professionals, whether they are practising or non-practising, for the committee or panels to competently and meaningfully apply relevant profession-specific knowledge and experience when exercising the powers and performing the duties of the committee in respect of a particular designated health profession, and~~
  - ~~(b) without limiting paragraph (a), the requirements of section 47(3) [Panel composition] may be met.~~

### Committee appointment and removal

42 (1) Committee members must be appointed to the committee for terms of office specified by the board not exceeding three years.

(2) Committee members and former committee members are eligible for reappointment to the committee, but no person may serve as a committee member for more than six consecutive years.

(3) Despite subsection (2), a person who

(a) completes six consecutive years of serving as a committee member, or

(b) ceases to hold office as a committee member under subsection (4)(a) or (b),

is not again eligible to be appointed to the committee until one year has elapsed since the date of the event referred to in paragraph (a) or (b).

(4) A person ceases to hold office as a committee member if, before the expiry of their term of office, the person

(a) resigns from office as a committee member under subsection (5),

(b) is removed from office as a committee member under subsection (6), or

(c) dies.

(5) A person may resign from office as a committee member, member of a panel, or both, at any time before the expiry of their term of office by delivering a notice in writing to the registrar, and the resignation is effective

(a) on the effective date specified in the notice, unless withdrawn in writing by the person before that date, or

(b) if no effective date is specified, on receipt by the registrar of the notice.

(6) The board may, by ordinary resolution, remove a person from office as a committee member, member of a panel, or both.

(7) Despite subsections (1) to (6), a person who ceases to hold office as a committee member or, as applicable, a member of a panel may continue to serve as a committee member and member of the panel to complete work of the committee or panel that began before the person ceased to hold office as a committee member or member of the panel.

### Committee chair and vice-chairs

43 (1) The committee must have one committee chair and not less than one committee vice-chair.

(2) The committee chair and all committee vice-chairs must be designated by the board from among the committee members.



(3) The committee chair must

(a) preside at all meetings of the committee as a whole, and

(b) act generally in accordance with the requirements of the office of committee chair, for the proper exercise and performance of the powers and duties of the committee.

(4) If the committee chair is absent or unable to act, a committee vice-chair may exercise the powers and must perform the duties of the committee chair.

### Committee meetings

**44** (1) A majority of the committee members constitutes a quorum at meetings of the committee as a whole, as long as

(a) not less than one committee member in attendance is a registrant in the class of practising LPN registrants or non-practising LPN registrants,

(b) not less than one committee member in attendance is a registrant in the class of practising RPN registrants or non-practising RPN registrants,

(c) not less than two committee members in attendance are registrants in the class of practising RN registrants, non-practising RN registrants, practising NP registrants or non-practising NP registrants, and

(d) not less than one-third of the committee members in attendance are public representatives.

(2) Sections 16 [*How board may meet*], 20(1) [*Minutes of board meetings*] and 22 [*Voting at board meetings*] apply to the committee as a whole as if it were the board, with any necessary changes.

(3) The committee chair may exclude any person who is not a committee member from any meeting of the committee as a whole if the person's attendance at the meeting is disruptive or if the committee chair is satisfied that one or more of the matters set out in section 19(2)(a) to (m) [*Openness of board meetings*] will be discussed.

(4) If necessary to conduct urgent business or business for which a meeting of the committee as a whole would be held in private under subsection (3), a resolution approved by a majority of the committee members in writing, including without limitation by mail, facsimile or e-mail, is valid and binding and of the same effect as if it were an ordinary resolution.

### Committee powers and duties

**45** In addition to its powers and duties set out in the Act and Part 7 [*Inquiry and Discipline*], the committee

(a) must develop, in consultation with the governance committee, the competencies expected of persons who wish to be appointed to the committee and a panel of the committee or designated as the committee chair, a committee vice-chair or a chair or vice-chair of a panel,

(b) may establish, subject to the Act, this Division and any relevant policies of general application established by the board, policies to govern the activities of, and procedures to be followed by, the committee and may amend such policies and procedures, and

(c) may consult, as it considers necessary or appropriate, with registrants or other persons who have expertise relevant to a particular aspect of practice or any other matter considered by the committee.

### Committee panels

46 Subject to any applicable policies and procedures established under section 45(b) [*Committee powers and duties*], the committee chair may

(a) establish panels of the committee and may disestablish such panels, and

(b) issue terms of reference for each panel of the committee and may amend such terms of reference.

### Panel composition

47 (1) Each panel must consist of not fewer than three persons, all of whom must be appointed by the committee chair from among the committee members.

(2) Not less than one-third of the members of a panel must be public representatives.

~~(3) Members of a panel must be appointed as necessary to ensure that the membership of the panel includes sufficient numbers of relevant professionals, whether they are practising or non-practising, for the panel to competently and meaningfully apply relevant profession-specific knowledge and experience when exercising the powers and performing the duties of the committee in respect of a particular designated health profession.~~

### Panel eligibility

48 A committee member may be appointed concurrently to more than one panel, if otherwise eligible to be a member of each panel to which the committee member is appointed.

### Panel chairs

49 (1) Each panel must have one chair of the panel.

(2) The chair of each panel must be designated by the committee chair from among the members of the panel.

(3) A committee member may be designated concurrently as committee chair or committee vice-chair and chair of a panel, or as chair of more than one panel, or a combination thereof, if otherwise eligible to hold each office in respect of which the committee member is designated.

(4) The chair of a panel must

(a) preside at all meetings of the panel, and

(b) act generally in accordance with the requirements of the office of chair of the panel, for the proper exercise and performance of the powers and duties of the panel.

### Panel meetings

50 (1) If a panel consists of three persons, all members of the panel constitute a quorum at meetings of the panel.

(2) If a panel consists of more than three persons, a majority of the members of the panel constitutes a quorum at meetings of the panel, as long as not less than one-third of the members of the panel in attendance are public representatives.

(3) Section 44(2) to (5) [*Committee meetings*] applies to a panel as if it were the committee as a whole, with any necessary changes.

### Panel powers and duties

51 Subject to any applicable policies and procedures established under section 45(b) [*Committee powers and duties*] and any applicable terms of reference issued under section 46(b) [*Committee panels*], a panel may exercise any power and perform any duty of the committee under the Act.

### Committee annual report

52 The committee must submit annually to the board, in a form satisfactory to the board, a report of the committee's activities including without limitation the activities of its panels.

## Division 3 – Discipline Committee

### Definitions for Division

53 In this Division:

“**committee**” or “**discipline committee**” means the discipline committee established in section 54 [*Discipline committee established*];

“**committee chair**” means the committee chair designated under section 57(2) [*Committee chair and vice-chairs*];

“**committee member**” means a person appointed as a member of the committee under section 55 [*Committee composition*];

“**committee vice-chair**” means a committee vice-chair designated under section 57(2) [*Committee chair and vice-chairs*];

“**governance committee**” means the governance committee established in section 173 [*Governance committee established*];

“**inquiry committee**” means the inquiry committee established in section 40 [*Inquiry committee established*];

“**panel**” means a panel established under section 60(1) [*Committee panels*].

### **Discipline committee established**

54 The discipline committee is established.

### **Committee composition**

55 (1) The committee consists of not fewer than 12 persons, all of whom must be appointed by the board.

(2) Not fewer than eight of the committee members must be registrants, of whom

(a) not fewer than two must be registrants in the class of practising LPN registrants or non-practising LPN registrants,

(b) not fewer than two must be registrants in the class of practising RPN registrants or non-practising RPN registrants,

(c) not fewer than two must be registrants in the class of practising RN registrants or non-practising RN registrants, and

(d) not fewer than two must be registrants in the class of practising NP registrants or non-practising NP registrants.

(3) Not less than one-half of the committee members must be registrants in one or more of the following:

(a) the class of practising LPN registrants or non-practising LPN registrants;

(b) the class of practising RPN registrants or non-practising RPN registrants;

(c) the class of practising RN registrants or non-practising RN registrants;

(d) the class of practising NP registrants or non-practising NP registrants.

(4) Not less than one-third of the committee members must be public representatives.

(5) A person cannot be a member of the discipline committee while the person

(a) is a board member or member of the inquiry committee, or

(b) continues to serve as a member of a panel of the inquiry committee to complete work of the panel that began before the person ceased to hold office as a member of the inquiry committee.

~~(6) Committee members must be appointed as necessary to ensure that~~

~~(a) the membership of the committee and any panels includes sufficient numbers of relevant professionals, whether they are practising or non-practising, for the committee or panels to competently and meaningfully apply relevant profession specific knowledge and experience when exercising the powers and performing the duties of the committee in respect of a particular designated health profession, and~~

~~(b) without limiting paragraph (a), the requirements of section 61(3) [Panel composition] may be met.~~

### Committee appointment and removal

56 (1) Committee members must be appointed to the committee for terms of office specified by the board not exceeding three years.

(2) Committee members and former committee members are eligible for reappointment to the committee, but no person may serve as a committee member for more than six consecutive years.

(3) Despite subsection (2), a person who

(a) completes six consecutive years of serving as a committee member, or

(b) ceases to hold office as a committee member under subsection (4)(a) or (b),

is not again eligible to be appointed to the committee until one year has elapsed since the date of the event referred to in paragraph (a) or (b).

(4) A person ceases to hold office as a committee member if, before the expiry of their term of office, the person

(a) resigns from office as a committee member under subsection (5),

(b) is removed from office as a committee member under subsection (6), or

(c) dies.

(5) A person may resign from office as a committee member, member of a panel, or both, at any time before the expiry of their term of office by delivering a notice in writing to the registrar, and the resignation is effective

(a) on the effective date specified in the notice, unless withdrawn in writing by the person before that date, or

(b) if no effective date is specified, on receipt by the registrar of the notice.

(6) The board may, by ordinary resolution, remove a person from office as a committee member, a member of a panel, or both, if the board is satisfied that, in all the circumstances, such removal would not be unduly prejudicial to the interests of any person affected by a hearing under section 38 or 39.1(2)(c) of the Act that has commenced, or that has been completed and for which an order under section 39 of the Act has not yet been made.

(7) Despite subsections (1) to (5) but subject to subsection (6), a person who ceases to hold office as a committee member or, as applicable, a member of a panel may continue to serve as a committee member and member of the panel to complete work of the committee or panel that began before the person ceased to hold office as a committee member or member of the panel.

### Committee chair and vice-chairs

**57** (1) The committee must have one committee chair and not less than one committee vice-chair.

(2) The committee chair and all committee vice-chairs must be designated by the board from among the committee members.

(3) The committee chair must

(a) preside at all meetings of the committee as a whole, and

(b) act generally in accordance with the requirements of the office of committee chair, for the proper exercise and performance of the powers and duties of the committee.

(4) If the committee chair is absent or unable to act, a committee vice-chair may exercise the powers and must perform the duties of the committee chair.

### Committee meetings

**58** (1) A majority of the committee members constitutes a quorum at meetings of the committee as a whole, as long as

(a) not less than one committee member in attendance is a registrant in the class of practising LPN registrants or non-practising LPN registrants,

(b) not less than one committee member in attendance is a registrant in the class of practising RPN registrants or non-practising RPN registrants,

(c) not less than two committee members in attendance are registrants in the class of practising RN registrants, non-practising RN registrants, practising NP registrants or non-practising NP registrants, and

(d) not less than one-third of the committee members in attendance are public representatives.

(2) Sections 16 [*How board may meet*], 20(1) [*Minutes of board meetings*] and 22 [*Voting at board meetings*] apply to the committee as a whole as if it were the board, with any necessary changes.

(3) The committee chair may exclude any person who is not a committee member from any meeting of the committee as a whole if the person's attendance at the meeting is disruptive or if the committee chair is satisfied that one or more of the matters set out in section 19(2)(a) to (m) [*Openness of board meetings*] will be discussed.

(4) If necessary to conduct urgent business or business for which a meeting of the committee as a whole would be held in private under subsection (3), a resolution approved by a majority of the committee

members in writing, including without limitation by mail, facsimile or e-mail, is valid and binding and of the same effect as if it were an ordinary resolution.

(5) For greater certainty, this section does not apply in respect of a pre-hearing conference under section 313 [*Pre-hearing conferences*], a hearing under section 38 or 39.1(2)(c) of the Act, or any confidential deliberations in relation to such a pre-hearing conference or hearing.

### Committee powers and duties

59 In addition to its powers and duties set out in the Act and Part 7 [*Inquiry and Discipline*], the committee

(a) must develop, in consultation with the governance committee, the competencies expected of persons who wish to be appointed to the committee and a panel of the committee or designated as the committee chair, a committee vice-chair or a chair or vice-chair of a panel,

(b) may establish, subject to the Act, this Division and any relevant policies of general application established by the board, policies to govern the activities of, and procedures to be followed by, the committee and may amend such policies and procedures, and

(c) may consult, as it considers necessary or appropriate, with registrants or other persons who have expertise relevant to a particular aspect of practice or any other matter considered by the committee.

### Committee panels

60 Subject to any applicable policies and procedures established under section 59(b) [*Committee powers and duties*], the committee chair may

(a) establish panels of the committee and may disestablish such panels, and

(b) issue terms of reference for each panel of the committee and may amend such terms of reference.

### Panel composition

61 (1) Each panel must consist of not fewer than three persons, all of whom must be appointed by the committee chair from among the committee members.

(2) Not less than one-third of the members of a panel must be public representatives.

~~(3) Members of a panel must be appointed as necessary to ensure that the membership of the panel includes sufficient numbers of relevant professionals, whether they are practising or non-practising, for the panel to competently and meaningfully apply relevant profession-specific knowledge and experience when exercising the powers and performing the duties of the committee in respect of a particular designated health profession.~~

### Panel eligibility

62 A committee member may be appointed concurrently to more than one panel, if otherwise eligible to be a member of each panel to which the committee member is appointed.

### Panel chairs

- 63 (1) Each panel must have one chair of the panel.
- (2) The chair of each panel must be designated by the committee chair from among the members of the panel.
- (3) A committee member may be designated concurrently as committee chair or committee vice-chair and chair of a panel, or as chair of more than one panel, or a combination thereof, if otherwise eligible to hold each office in respect of which the committee member is designated.
- (4) The chair of a panel must
- (a) preside at all meetings of the panel, and all pre-hearing conferences under section 313 [*Pre-hearing conferences*] and hearings under section 38 or 39.1(2)(c) of the Act held by the panel, and
  - (b) act generally in accordance with the requirements of the office of chair of the panel, for the proper exercise and performance of the powers and duties of the panel.

### Panel meetings

- 64 (1) If a panel consists of three persons, all members of the panel constitute a quorum at meetings of the panel.
- (2) If a panel consists of more than three persons, a majority of the members of the panel constitutes a quorum at meetings of the panel, as long as not less than one-third of the members of the panel in attendance are public representatives.
- (3) Section 58(2) to (5) [*Committee meetings*] applies to a panel as if it were the committee as a whole, with any necessary changes.
- (4) For greater certainty, this section does not apply in respect of a pre-hearing conference under section 313 [*Pre-hearing conferences*], a hearing under section 38 or 39.1(2)(c) of the Act, or any confidential deliberations in relation to such a pre-hearing conference or hearing.

### Panel powers and duties

65 Subject to any applicable policies and procedures established under section 59(b) [*Committee powers and duties*] and any applicable terms of reference issued under section 60(b) [*Committee panels*], a panel may exercise any power and perform any duty of the committee under the Act.

### Committee annual report

66 The committee must submit annually to the board, in a form satisfactory to the board, a report of the committee's activities including without limitation the activities of its panels.

## Division 4 – Quality Assurance Committee