REPORT FOR ACTION

TO Live

Updates to Finance and Information Technology Policies

Date: March 2, 2026
To: Finance & Audit Committee and the Board of Directors of TO Live
From: President and CEO

SUMMARY

The purpose of this report is to seek Board approval on updates to TO Live's Finance and Information Technology (IT) policies, including the introduction of a new Artificial Intelligence policy.

RECOMMENDATIONS

The President and CEO recommends that the Board of Directors of TO Live:

1. Approve updates to Policies 301, 303, 305, 502, 504 and the new Policy 511 (Artificial Intelligence), as outlined in Attachments 1 and 2.

FINANCIAL IMPACT

There is no financial impact.

DECISION HISTORY

None.

COMMENTS

Management undertook an annual review of TO Live's Finance and IT policies. Attachment 1 provides a summary of the updates to these policies. Attachment 2 contains the updated or new policies, as listed below:

- Policy 301 - Signing Authority
- Policy 303 - Financial Delegation of Authority for Purchasing
- Policy 305 - At Risk Presentations
- Policy 502 - Personal Passwords
- Policy 504 - Mobile Device Management
- Policy 511 - Artificial Intelligence (new policy)

CONTACT

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SIGNATURE

Clyde Wagner
President & CEO

ATTACHMENTS

Attachment 1 - Summary of Updates to TO Live Finance and IT Policies
Attachment 2 - Updated Finance and IT Policies