

Minutes of the meeting of
the Governance Committee of
the Calgary Metropolitan Region Board
held at Mount Royal University
on Thursday December 6, 2018

Delegates in Attendance:

Reeve Larry Spilak – MD of Foothills
Mayor Bill Robertson – Town of Okotoks
Reeve Glenn Koester – Wheatland County
Mayor Marshall Chalmers – City of Chestermere
Councillor Jamie Kinghorn – Town of High River

CMRB Administration:

Chris Sheard, Chair
Jordon Copping, Chief Officer
Shelley Armeneau, Office Manager

1. Call to Order

Called to order at 11:00 AM

2. Adoption of Agenda

Moved by Mayor Robertson, **Seconded by** Reeve Spilak, accepted by Chair.

Motion: That the Calgary Metropolitan Region Governance Committee approve the agenda of the meeting.

Motion carried unanimously.

3. Approval of Minutes

Moved by Mayor Chalmers, **Seconded by** Mayor Robertson, accepted by Chair.

Motion: That the Calgary Metropolitan Region Governance Committee approve the Minutes of the October 11 2018 meeting as presented.

Motion carried unanimously.

4. Appointment of Auditor

Moved by Mayor Robertson, **Seconded by** Reeve Spilak, accepted by Chair.

Motion: That the Calgary Metropolitan Region Governance Committee recommend to the Board the appointment of Avail LLP Chartered Professional Accountants as Auditor, pending a satisfactory contract negotiation which would

include an exit clause if work is not satisfactory after 1 year, and confirmation of the term "inflationary increase".

Motion carried unanimously.

5. Operating Reserve Policy

The Governance Committee reviewed the Operating Reserve Policy and directed Jordon Copping to bring the item back to a future meeting after further research on the necessity of this type of policy.

6. Dispute Resolution Process

Jordon provided an update on the third dispute resolution workshop held Dec 5 and the potential three options discussed. The options will be drafted by the facilitator and provided to the Governance Committee and the Board.

7. Updated 2019 Budget

Following the appointment of Chris Sheard as Chair of CMRB at the October Board meeting, an amendment to the 2019 budget was required to reflect the cost of staffing and expenses of the Chair.

Moved by Deputy Reeve Koester, **Seconded by** Councillor Kinghorn, accepted by Chair.

Motion: That the Calgary Metropolitan Region Governance Committee recommend the Revised 2019 Budget for approval by the Board.

Motion carried unanimously.

8. CMRB Independent Board Chair Approval Authority Policy

The Committee discussed the need for a Board Chair Approval Authority Policy for the signing of a contract with Chair Sheard and approval of his expenses starting in January 2019. Jordon Copping committed to provide the Governance Committee with a copy of Chair Sheard's contract once it is completed. In addition, the following motion arising was made:

Moved by Mayor Bill Robertson, **Seconded by** Mayor Marshall Chalmers, accepted by Chair.

Motion: That, as an interim measure in the event an Independent Board Chair Approval Authority Policy is not in place when Chair Sheard is ready to submit an expense accounting in 2019, the Calgary Metropolitan Region Governance

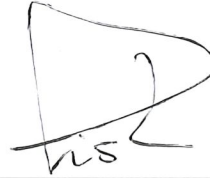
Committee recommend that the Chair do so through Reeve Larry Spilak. All expenses will align with the terms of his contract and the CMRB's approved expense policy.

Motion carried unanimously.

9. Next Meeting

To be scheduled.

10. Adjourned at 12:45 PM.



CMRB Chair, Christopher Sheard

