
Minutes of the meeting of
the Governance Committee of
the Calgary Metropolitan Region Board
held at Mount Royal University
on Thursday March 7, 2019

Delegates in Attendance:

Mayor Bill Robertson – Town of Okotoks
Councillor Tom Ikert – Wheatland County
Mayor Marshall Chalmers – City of Chestermere
Councillor Jamie Kinghorn – Town of High River

CMRB Administration:

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

1. Call to Order

In Chair Sheard's absence, Mayor Bill Robertson called the meeting to order at 8:04 AM.

2. Adoption of Agenda

Moved by Mayor Chalmers, accepted by Mayor Robertson.

Motion: That the Calgary Metropolitan Region Governance Committee approve the agenda of the March 7, 2019 meeting as presented.

Motion carried unanimously.

3. Approval of Minutes

Moved by Councillor Ikert, accepted by Mayor Robertson.

Motion: That the Calgary Metropolitan Region Governance Committee approve the Minutes of the January 24, 2019 meeting as presented, correcting Reeve Koester to Deputy Reeve Koester in the attendees list.

Motion carried unanimously.

4. Audited Financial Statement

Calvin Scott from Avail LLP presented the Financial Statements and answered questions. He also noted the following:

- Under #10 Notes to the Financial Statements, consulting agreements will be added.
- GST is still shown as a receivable, pending notification from CRA that CMRB qualifies for the public services body rebate. This will be adjusted next year if CMRB does not qualify for 100% rebate.

- Vacation payable has been reviewed but not recorded. This will show in the 2019 Financial Statements.

Councillor Kinghorn arrived at 8:24 AM.

Chair Sheard arrived at 8:26 and took over chairing of the meeting.

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

Motion: That the Calgary Metropolitan Region Governance Committee recommend for approval to the Board the Audited Financial Statements.

Motion carried unanimously

5. Annual Report

Jordon Copping reviewed the Annual Report. Suggested additions to accomplishments included:

- Reaffirming the Chair
- Hiring a permanent Chief Officer
- Individual Committee Terms of Reference
- Visioning sessions and agreed upon framework.

These additions will be made and the updated Annual Report will be circulated to members with track changes, prior to being included in the upcoming Board agenda package.

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

Motion: That the Calgary Metropolitan Region Governance Committee recommend for approval to the Board the Annual Report, with changes agreed upon electronically by email.

Motion carried unanimously

6. Code of Conduct

The Committee discussed the Code of Conduct and requested it be brought back to a future meeting with additions.

7. Vice Chair Selection

Members voted for the Vice Chair position:

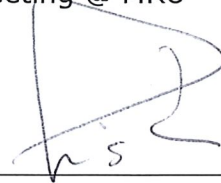
- Reeve Spilak was nominated by email and accepted the nomination.
- Mayor Chalmers was nominated by Mayor Robertson, declined.
- Mayor Robertson was nominated Mayor Chalmers, declined.

The Chair moved that nominations cease. There being only one accepted nomination, no secret ballot was conducted. Reeve Spilak was confirmed as Vice Chair of the Governance Committee.

8. Next Meeting

April 26 at 12:45 PM following the Board meeting @ MRU

9. Adjourned at 9:15 AM.



CMRB Chair, Christopher Sheard

