

Minutes of the meeting of
the Governance Committee of
the Calgary Metropolitan Region Board
held at Mount Royal University
on Friday October 18, 2019

Delegates in Attendance:

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

CMRB Administration:

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

1. Call to Order

Called to order at 12:40 PM

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, adding #5.1 Appeal/Dispute Resolution Mechanism – Direction from Board for discussion.

Motion carried unanimously.

3. Approval of Minutes

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

Motion: That the Calgary Metropolitan Region Governance Committee approve the Minutes of the September 20, 2019 meeting noting that item 6 motion was carried, not carried unanimously.

Motion carried unanimously.

4. Q3 Actuals

Moved by Councillor Koester, **Seconded by** Reeve Spilak, accepted by Chair.

Motion: That the Calgary Metropolitan Region Governance Committee receive and recommend for review by the Board the 2019 Q3 Actuals.

Motion carried unanimously.

5. 2020 Budget

The Committee reviewed the budget with the Chief Officer and noted that the estimated actual expenditure number was greater than in the distributed document due to new information from consultants.

Moved by Mayor Robertson, **Seconded by** Councillor Kinghorn, accepted by Chair.

Motion: That the Calgary Metropolitan Region Governance Committee receive and recommend for review by the Board the 2020 Budget.

Motion carried unanimously.

6. Conflict of Interest Procedure

The Committee discussed the proposed Conflict of Interest Procedure and directed CMRB Administration to rework the wording to more clearly define terms and bring back to the next meeting, including an updated Policy G-03.

7. Appeal/Dispute Resolution Mechanism-Direction from the Board

At the October 18 meeting Board members directed the Governance Committee to agree on a framework to craft another option for an appeal/dispute resolution mechanism. The Governance Committee discussed the direction from the Board and agreed to the following:

- i. The Chief Officer will work with CAO Bernie Morton to refine the proposed appeal/dispute resolution mechanism options, and specifically: practicality of policy, refine judicial process of what the Bylaw applies to, and create flow chart of options.
- ii. Refined options will be circulated to member municipalities for comments and input back to the Governance Committee for inclusion in the next iteration to the Board.

8. Delivery of Board & Committee Agenda Packages

CMRB Administration identified an issue with circulation of large file agenda packages by email. The Committee agreed to Administration exploring options for circulation, specifically a members' only website option.

9. Next Meeting

To be scheduled.

10. Adjourned at 2 PM.



CMRB Chair, Christopher Sheard