

Minutes of the Meeting of the
Governance Committee
of the Calgary Metropolitan Region Board
on Thursday May 13, 2021 by Go-To Meeting

Delegates in Attendance:

Mayor Peter Brown – City of Airdrie
Mayor Marshall Chalmers – City of Chestermere (Vice Chair)
Mayor Jeff Genung – Town of Cochrane
Reeve Suzanne Oel – Foothills County
Councillor Jamie Kinghorn – Town of High River
Mayor Bill Robertson – Town of Okotoks
Councillor Jerry Gautreau – Rocky View County
Reeve Amber Link – Wheatland County

CMRB Administration:

Greg Clark, Chair
Jaime Graves, Project Manager-Intermunicipal Servicing
JP Leclair, GIS Analyst
Shelley Armeneau, Office Manager

1. Call to Order

Chair Greg Clark called the meeting to order at 9:30 AM.

2. Approval of Agenda

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

Motion: That the Committee approve the agenda.

Motion carried unanimously.

3. Review Minutes

Moved by Councillor Kinghorn, **Seconded by** Councillor Gautreau, accepted by Chair.

Motion: That the Committee approve the Minutes of the April 8, 2021 meeting.

Motion carried unanimously.

4. Q1 Actuals

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

Motion: That the Committee receive for information and recommend for review by the Board the 2021 Q1 Actuals.

Motion carried unanimously.

5. Policy on Closed Sessions

The Committee comprehensively discussed the proposed policy, and the following motion was made:

Moved by Councillor Kinghorn, **Seconded by** Councillor Gautreau, accepted by Chair.

Motion that CMRB Administration amend the Policy on Closed Sessions by adding:

- i) a sub bullet in Section 3(f) Chief Administrative Officers, or their designate;
- ii) clarity to Section 5 that one of the Representatives, or their designate may speak;
- iii) to Section 5 that others may participate at the discretion of the Chair
- iv) Section 6 that the topic of the CMRB closed session may be shared with member municipality councils in a closed session of a member municipality council meeting; and
- v) Section 7 that recording be prohibited for the duration of the closed session;

and the Governance Committee recommend to the Board for approval the draft Policy on Closed Sessions, as amended, subject to confirmation that there is no conflict with other policies.

Motion carried.

6. Meeting Protocols

Members agreed that at this time no policy is required relating to meeting protocols, and that the running of meetings will continue at the discretion of the Chair.

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

Motion: That the CMRB receive for information the Board and Committee meeting protocols.

Motion carried unanimously.

7. Board Chair Disclosure Update

Chair Clark provided a brief description of the role of the Alberta Association of Former MLAs as requested by a member. The Chair advises he will follow the policy going forward relating to disclosure.

Moved by Mayor Brown, **Seconded by** Reeve Link, accepted by Chair.

Motion: That the Committee receive for information a letter from Chair Clark updating his concurrent roles per the Board Conflict of Interest Policy.

Motion carried unanimously.

8. Next Meeting: TBD
9. Adjourned @ 10:26 AM.



CMRB Chair, Greg Clark