

Minutes of the Meeting of the Governance Committee  
of the Calgary Metropolitan Region Board on  
May 13, 2022, by Go-To Meeting

**Delegates in Attendance:**

Mayor Peter Brown – City of Airdrie  
Councillor Gian-Carlo Carra – City of Calgary  
Mayor Jeff Genung – Town of Cochrane  
Reeve Delilah Miller – Foothills County  
Councillor Kelly Killick-Smit – Town of High River  
Mayor Tanya Thorn – Town of Okotoks  
Councillor Kevin Hanson – Rocky View County

**CMRB Administration:**

Greg Clark, Chair  
Jordon Copping, Chief Officer  
Jaime Graves, Project Manager-Intermunicipal Servicing  
Liisa Tipman, Project Manager-Planning  
JP Leclair, GIS Analyst  
Shelley Armeneau, Office Manager

**1. Call to Order & Land Acknowledgment**

Chair Greg Clark called the meeting to order at 9:01 AM and Councillor Carra provided a land acknowledgment.

**2. Approval of Agenda**

**Moved by** Mayor Thorn, **Seconded by** Mayor Genung, accepted by Chair.

**Motion:** That the Committee approve the agenda.

**Motion carried unanimously.**

**3. Approval of Minutes**

**Moved by** Mayor Brown, **Seconded by** Councillor Killick-Smit, accepted by Chair.

**Motion:** That the Committee approve the Minutes of the February 25, 2022 meeting.

**Motion carried unanimously.**

**4. Q1 Actuals**

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

**Motion:** That the Committee receive for information and recommend for review by the Board the 2022 Q1 Actuals.

**Motion carried unanimously.**

## 5. Financial Controls Overview

Jordon Copping provided a high-level review of the policies and administrative procedures relating to the oversight of fiscal expenditures for CMRB. He confirmed that the auditor reviews the control practices annually, and that the Governance Committee is responsible for providing direction on the creation of policies.

**Moved by** Mayor Brown, **Seconded by** Councillor Killick-Smit, accepted by Chair.

**Motion:** That the Committee receive for information an overview of financial controls of the CMRB.

**Motion carried unanimously.**

## 6. Committee Representatives

A member brought forward an item for discussion relating to composition of Committees. From a general governance perspective, it was suggested that having different representatives on each of the Committees and Board could provide more varied viewpoints and discussion opportunities. Members also discussed capacity issues, consistency and the option of moving the Governance Committee items up to the Board. The Chair noted that this could lead to longer and more frequent Board meetings.

**Moved by** Mayor Brown, **Seconded by** Mayor Thorn, accepted by Chair.

**Motion:** That the Committee direct CMRB Administration to investigate and make recommendations to the Governance Committee regarding options to gain efficiencies, including potentially combining or eliminating Committees, and to include a review of Board meeting schedules and frequency of meetings.

**Motion carried unanimously.**

## 7. Roundtable

The Committee members discussed the Chair evaluation process, and in particular, the manner in which feedback is provided by Board members. A member would like to see a more standardized form for Board members to complete to make it easier to respond and in order to track improvements.

## 8. Next Meeting Friday July 28, 2022.

## 9. Adjourned @ 10:07 AM.

  
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CMRB Chair, Greg Clark