

Minutes of the Meeting of the Governance Committee
of the Calgary Metropolitan Region Board on
February 25, 2022, by Go-To Meeting

Delegates in Attendance:

Councillor Tina Petrow – City of Airdrie
Councillor Raj Dhaliwal – City of Calgary
Mayor Jeff Colvin – City of Chestermere
Mayor Jeff Genung – Town of Cochrane
Reeve Delilah Miller – Foothills County
Councillor Jamie Kinghorn – 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
Liisa Tipman, Project Manager-Planning
JP Leclair, GIS Analyst
Shelley Armeneau, Office Manager

1. Call to Order

Chair Greg Clark called the meeting to order at 9:00 AM.

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 Councillor Hanson, **Seconded by** Reeve Miller, accepted by Chair.

Motion: That the Committee approve the Minutes of the December 16, 2021 meeting, adding Jordon Copping to the attendance list.

Motion carried unanimously.

4. 2021 Draft Audited Financial Statements

Calvin Scott from AVAIL LLP presented to the Committee and advised they are bringing forward a clean opinion, with nothing significant to note. No illegal acts or fraud, no disagreements with management, and no difficulties encountered during the audit. He thanked the CMRB Administrative team for their cooperation. The Committee did not require a closed session. A question was asked about the internal controls of CMRB and Jordon confirmed the processes.

Calvin provided a copy of the internal controls document to Jordon for circulation to the Committee. A suggestion was made to bring the internal processes policies to the next Governance Committee for the benefit of those new members.

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

Motion: That the Committee recommend for approval by the Board the 2021 Audited Financial Statements.

Motion carried unanimously.

5. Vice Chair Selection

Mayor Peter Brown was nominated for Vice Chair by email to the Chief Officer by Reeve Amber Link on January 28, 2022. No additional email nominations were received by the Chief Officer, and no nominations were received from the floor.

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

Motion: That the Committee elect Mayor Peter Brown as Vice Chair of the Governance Committee.

Motion carried unanimously.

6. Q4 Actuals

Jordon Copping reviewed the Q4 actuals and notes.

Moved by Councillor Petrow, **Seconded by** Mayor Thorn, accepted by Chair.

Motion: That the Committee receive for information and recommend for review by the Board the 2021 Q4 Actuals.

Motion carried unanimously.

7. Annual Report

Jordon Copping reviewed the Annual Report. A couple of grammatical errors were identified, and a suggestion was made to add a footnote to page 19 of the Report to clarify the number of IREFS. These changes will be made prior to the Annual Report going to the Board. Members felt it was important to circulate hard copies of the Annual Report to all council members and Chair Clark directed Jordon to identify the cost and, if not prohibitive, circulate copies to all councils.

Moved by Mayor Genung, **Seconded by** Councillor Hanson, accepted by Chair.

Motion that the Committee recommend to the Board approval of the Annual Report.

Motion carried unanimously.

8. Next Meeting Friday May 13, 2022.

9. Adjourned @ 9:50 AM.



CMRB Chair, Greg Clark