

Minutes of the Meeting of the  
Governance Committee  
of the Calgary Metropolitan Region Board  
on Thursday April 8, 2021 by Go-To Meeting

**Delegates in Attendance:**

Mayor Peter Brown – City of Airdrie  
Councillor George Chahal – City of Calgary  
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  
Reeve Dan Henn – Rocky View County  
Reeve Amber Link – Wheatland County  
Deputy Reeve Scott Klassen – Wheatland County

**CMRB Administration:**

Greg Clark, Chair  
Liisa Tipman, Project Manager–Land Use  
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** Mayor Chalmers, **Seconded by** Mayor Brown, accepted by Chair.

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

**Motion carried unanimously.**

**3. Review Minutes**

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

**Motion:** That the Committee approve the Minutes of the February 18, 2021 meeting.

**Motion carried unanimously.**

**4. 2020 Draft Audited Financial Statements**

Calvin Scott of Avail Chartered Accountants presented the draft audited financial statements to the Committee and noted the following:

- Bringing forward a clean opinion, with nothing of significance for the Committee to consider.

- No illegal acts or fraud
- No disagreements with management
- No difficulties encountered during the audit.

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

**Motion:** That the Committee recommend for approval to the Board the Audited Financial Statements.

**Motion carried unanimously.**

## **5. Appointment of Auditor**

There was support from the Committee to engage Avail Chartered Accountants for another three years. Jordon will bring this item back to the Committee with an official proposal from Avail for recommendation to the Board. Chair Clark commented that in the future the Committee may want to consider a formal policy on appointment of auditors.

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

**Motion:** That the Committee receive for information the report from Administration on appointment of auditors.

**Motion carried unanimously.**

## **6. Draft Dispute Resolution and Appeal Bylaw**

Committee members discussed the Bylaw and the following motions were made:

### **Motion Arising #1:**

**Moved by** Reeve Henn, **Seconded by** Reeve Oel, accepted by Chair.

A friendly amendment to add "and Growth Plan" was accepted by the mover.

**Motion:** That the CMRB Administration be directed to add sub c) decisions that are contrary to CMRB administration recommendation which for the purposes of this bylaw shall mean REF and Growth Plan implementation decisions by the Board that were contrary to recommendations by CMRB administration to Section 3.1 of the draft bylaw.

**Motion Fails.**

**Motion Arising #2:**

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

**Motion:** That CMRB Administration amend the Bylaw as follows:

- In Section 4 Notice of Dispute, any reference to 5 days or less be referred to as business days.
- Change 8.4 to read: At the discretion of ~~either~~ the Appellant, ~~or the Respondents~~ either a written or an oral hearing may be requested from the land and property rights tribunal.

**Motion carried unanimously.**

**Motion Arising #3:**

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

**Motion:** That CMRB Administration strike the last sentence of 10.1 of the Bylaw, removing "Nothing in the foregoing shall be interpreted to derogate from a Complainant's ability to elect to proceed directly to an appeal hearing pursuant to Section 6.8(b) of this Bylaw."

**Motion carried.**

**Motion Arising #4:**

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

**Motion:** That in 8.1 of the Terms of Reference Quorum be defined as 100% or all 3 of the participating members of the Committee.

**Motion carried unanimously.**

**Main Motion**

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

**Motion:** That the Committee review and recommend approval to the Board of Directors the Dispute Resolution and Appeal Process Bylaw as amended, and the Dispute Resolution Committee Terms of Reference, as amended.

**Motion carried.**

**7. Review Per Diem Policy**

Members discussed whether changes should be made to the Per Diem Policy as a result of the shift to virtual meetings. There was agreement to leave the policy as is. Members will continue to be able to claim the per diem, but not mileage.

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

**Motion:** That the Committee receive for information Administration's report on the Per Diem Policy.

**Motion carried unanimously.**

Due to time constraints, items #8 Meeting Protocols and #9 Board Chair Disclosure Update will come forward to the next meeting.

**8.** Next Meeting: Thursday May 13 @ 9:00 AM.

**9.** Adjourned @ 12:05 PM.



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**CMRB Chair, Greg Clark**