
Minutes of the meeting of
the Governance Committee of the
Calgary Metropolitan Region Board held by
GoToMeeting on Thursday November 26, 2020

Delegates in Attendance:

Deputy Mayor Tina Petrow – City of Airdrie
Mayor Jeff Genung – Town of Cochrane
Reeve Suzanne Oel – Foothills County
Mayor Bill Robertson – Town of Okotoks
Reeve Dan Henn – Rocky View County
Councillor Jamie Kinghorn – Town of High River
Reeve Amber Link – Wheatland County

CMRB Administration:

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

1. Call to Order

Called to order at 9:30 AM.

2. Adoption of Agenda

Moved by Reeve Link, **Seconded by** Councillor Kinghorn, accepted by Chair.

Motion: That the Committee approve the agenda of the meeting.

Motion carried unanimously.

3. Approval of Minutes

Moved by Reeve Oel, **Seconded by** Councillor Kinghorn, accepted by Chair.

Motion: That the Committee approve the Minutes of the October 22, 2020 meeting.

Motion carried unanimously.

4. 2021 Budget

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

Motion: That the Committee review and recommend for approval to the Board the 2021-23 Budget.

Motion carried unanimously.

5. Reserve Funds Policy

Members discussed the following:

- How contractual obligations, including the office lease, would affect a contingency fund,
- Revenue sources, and
- Dispute Mechanisms costs.

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

Motion: That the Committee provide feedback on and direct Administration to finalize the proposed Reserve Funds Policy.

Motion carried unanimously.

6. Cost Sharing Formula

In consultation with member CAOs, CMRB Administration will restart work on developing an equitable membership funding framework by establishing principles for funding mechanisms. Members noted their concerns about municipalities contributing to a provincially mandated organization. The cost sharing formula will give members an idea of what their municipality's contribution would be if the province reduced funding and the Board decided to pursue additional work streams.

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

Motion: That the Committee direct Administration to restart work on developing a fair and equitable membership funding framework for the CMRB to be finalized no later than December, 2021.

Motion carried unanimously.

7. Vice Chair Selection

CMRB Administration had previously circulated an email to members of the Committee asking for nominations for the Vice Chair position. Mayor Marshall Chalmers put his name forward for the position via email. Reeve Link formally nominated Mayor Chalmers and Councillor Kinghorn seconded the nomination. With no other nominations coming forward, Mayor Robertson moved that nominations cease. Mayor Genung seconded the motion.

Moved by Reeve Link, **Seconded by** Councillor Kinghorn, accepted by Chair.

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

Motion carried unanimously.

8. Posting Recorded CMRB Meetings

Moved by Reeve Oel, **Seconded by** Deputy Mayor Petrow, accepted by Chair.

Motion: That the Governance Committee recommend to the Board that Administration post all recorded meetings with the appropriate technology, starting with the March 20, 2020 Board meeting.

Motion carried unanimously.

9. Chair Contract Extension

Mayor Genung advised that the Board Chair Recruitment Subcommittee is in the short-list stage and moving into interviews in early December. Although there may be a new Chair selected before the end of the year, ideally there would be an overlap so that Chair Sheard could remain in the position to assist the incoming Chair.

Moved by Deputy Mayor Petrow, **Seconded by** Mayor Robertson, accepted by Chair.

Motion: That the Governance Committee recommend for approval by the Board an extension of the Chair's contract by two (2) months.

Motion carried unanimously.

10. Appeal/Reconsideration Mechanism

In the interest of advancing the development of the Appeal and Reconsideration mechanisms Jordon Copping has reached out to member CAOs for input to further explore the options.

A number of documents were circulated, one set exploring the appeal process which would be attached to REF decisions, the other exploring the facilitation and/or mediation process attached to non-REF decisions.

CAO input will help further shape the documents and the ideas for discussion with the Governance Committee at the December 17 meeting.

Members requested that adequate lead time be given for review by councils and administration once a recommendation is made.

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

Motion: That the Governance Committee receive for information a verbal update on the appeal/reconsideration mechanism.

Motion carried unanimously.

11. Next Meeting Thursday December 17.

12. Adjourned at 10:55 AM.



CMRB Chair, Christopher Sheard