

GOVERNANCE ADVISORY COMMITTEE MEETING MINUTES

February 19, 2020

9:00 a.m.

Community Centre - Josephburg Room

401 Festival Lane

Sherwood Park, AB

Members Present: Glen Lawrence
Bill Tonita

Members Absent: Brian Botterill

Administration Present: Sandy Bugeja
Lana Dyrland

1. CALL TO ORDER

The Committee called the meeting to order at 9:02 a.m.

2. ADDITIONS / DELETIONS / CHANGES TO AGENDA

There were no changes to the agenda.

3. ADOPT AGENDA

Moved by: Glen Lawrence

THAT the agenda be adopted as presented.

In Favor (2): G. Lawrence, and B. Tonita

Carried

4. CONFIRMATION OF MINUTES

4.1 January 22, 2020 Governance Advisory Committee meeting minutes

Moved by: Glen Lawrence

THAT the minutes from the January 22, 2020 Governance Advisory Committee meeting be approved as written.

In Favor (2): Glen Lawrence, and Bill Tonita

Carried

5. LEGISLATIVE AND LEGAL SERVICES

5.1 Proposed Change of Meeting Date (March 11, 2020 to March 23, 2020)

Moved by: Glen Lawrence

THAT the 2020 Governance Advisory Committee meeting schedule be amended to remove the March 11, 2020 meeting date and to add a meeting date on March 25, 2020.

In Favor (2): Glen Lawrence, and Bill Tonita

Carried

Moved by: Glen Lawrence

THAT a special Governance Advisory Committee meeting be scheduled at 1:00 p.m. on March 12, 2020 to accommodate the review of the RMA resolutions prior to the spring convention.

In Favor (2): Glen Lawrence, and Bill Tonita

Carried

5.2 2020 Review of Terms of Reference for Council Committees

The Committee discussed the terms of reference for the Council Advisory Committees.

Moved by: Glen Lawrence

THAT Administration prepare a draft report to be brought forward to the March 25, 2020 Governance Advisory Committee meeting to address possible changes to Boards and Committees Bylaw 46-2015.

In Favor (2): Glen Lawrence, and Bill Tonita

Carried

5.3 2020 Boards and Committees Recruitment Process

The Committee was provided an update on the current status of the vacancies for all the Council Committees.

6. REVIEW OF ANNUAL WORK PLAN

6.1 2020 Governance Advisory Committee Work Plan

The Committee reviewed the upcoming items on their 2020 work plan.

7. ROUND TABLE

There was no round table discussion.

8. ADJOURNMENT

The Committee declared the meeting adjourned at 9:40 a.m.

Chair

Administrative Representative