



MINUTES

Tuesday, January 28, 2020 at 9:30 a.m.
Conference Room at the Town Office
1907- 21 Avenue

GOVERNANCE COMMITTEE

MEMBERS: Chairperson Beryl West and Members Victor Czopand Mayor Jennifer Handley (ex-officio).
Absent: Member Dave Mitchell

OTHERS: Neil Smith Chief Administrative Officer
Lisa Lockton Legislative Services Manager

1. CALL TO ORDER & ADOPTION OF AGENDA:

1.1 The meeting was called to order by Chair West at 9:31 p.m.

RESOLUTION # 1 – 20/01/28 – 10 - Handley

IT WAS MOVED to accept the agenda for the January 28, 2020 Governance Committee meeting as distributed. CARRIED

2. MINUTES OF PREVIOUS MEETINGS & BUSINESS ARISING FROM THE MINUTES:

2.1 Minutes of the last meeting of the Governance Committee of November 4, 2019, accepted at the Regular Meeting of Council on November 18, 2019, included for information - E

2.2 Proposed Organization Chart changes – (as per E-3.2)

RECOMMENDATION # 1 – 20/01/28 – 10 - Czop

That Council consider approval at the February 3, 2020 Regular Council Meeting, of the 2020 Organizational Chart, as presented at the November 4, 2019 Governance Committee. CARRIED

3. NEW AND UNFINISHED BUSINESS:

3.1 ICF positions ahead of February 4th & 5th

Item to be discussed as Closed Confidential, to follow agenda item 3.5.

3.2 Annual Report template - E

Committee discussed inclusion of more information with Chief Administrative Officer, prior to finalization of the document and presentation to Council.

3.3 Surveys (discussion)

The Committee will consider information compiled by the Chief Administrative Officer regarding a Citizen Satisfaction Survey, to be tentatively scheduled for posting in September, 2020.

bw

Ju

3.4 Public time in Regular Agendas (discussion)

RECOMMENDATION # 2- 20/01/28 – 10 – Handley

That the Council consider inclusion of a Public Question Period within the Regular Council Meetings and that the Chief Administrative Officer research and present a draft policy for the procedure regarding same. CARRIED

RECOMMENDATION # 3- 20/01/28 – 10 – Czop

That Council consider adding a financial commitment to the 2020 budget regarding video recording of Council Meetings, prior to drafting a policy in this regard. CARRIED

3.5 Review 2020 workplan – E

Brief review with note to add tasks as recommended at this meeting

3.1 ICF positions ahead of February 4th & 5th

Agenda Item moved for Closed Confidential Session, FOIP Section 21(1) *Disclosure harmful to intergovernmental relations.*

Brief break was called at 11:50 to allow time for Stephen Tipper, Nanton News, to leave the meeting. The Committee meeting reconvened at 12:07 p.m.

RESOLUTION # 2 - 20/01/28 – 10 - Handley

IT WAS MOVED to recess the Governance Committee Meeting at 12:08 p.m. in order to hold a "Closed Confidential Session" pursuant to Section 197(2) of the Municipal Government Act, RSA 2000, Chapter M-26 and the Freedom of Information and Protection of Privacy Act, Section 21(1). CARRIED

RESOLUTION # 3 - 20/01/28 – 10 - Handley

IT WAS MOVED to reconvene the Governance Committee Meeting at 12:52 p.m. CARRIED

4. REPORTS / AGENDA BUILDING:

The next Governance Committee meeting has been scheduled for April 14, 2020. The following items will be placed onto the agenda for that date:

- 2020 Workplan review
- Chief Administrative Officer Evaluation format
- Citizen Satisfaction Survey
- Policy for Public Question Period at Regular Council Meetings
- Information regarding video recording of Council Meetings.



Handwritten initials: BW and Jm

5. ADJOURNMENT:

RESOLUTION # 4 - 20/01/29 – 10 - Handley

Moved to adjourn the Governance Committee meeting at 12:56 p.m.

TOWN OF NANTON



CHIEF ELECTED OFFICIAL



CHAIRPERSON

CHIEF ADMINISTRATIVE OFFICER

NS:ll

These minutes accepted and signed this 3rd day of February, 2020.



