



---

## Executive Committee

Thursday, November 8, 2018  
9:00 a.m. – 12:00 p.m.  
Edmonton Metropolitan Region Board  
Capital Region Boardroom

---

### Members:

Jodi Abbott, *Board Chair*  
Bob Young, *City of Leduc (Vice Chair)*  
Tanni Doblanko, *Leduc County*  
Rod Shaigec, *Parkland County*  
Barry Turner, *Town of Morinville*  
Michael Walters, *City of Edmonton*  
(Alternate)

### EMRB Staff & Consultants

Karen Wichuk, *CEO*  
Sharon Shuya, *Director, Regional Growth Planning*  
Neal Sarnecki, *Director, Corporate Planning & Operations*  
Loreen Lennon, *Communications Manager*  
Alex Bonokoski, *Project Manager*  
Taylor Varro, *Project Manager*  
Stephanie Chai, *Project Manager*  
Agata Lewandowski, *Executive Assistant*  
Carol Moreno, *Project Coordinator*  
Raquel Chauvette, *Administrative Coordinator*  
Joseana Lara, *Municipal Planning Intern*

### Guests:

Teaka Broughm, *Town of Beaumont*  
Leslie Chivers, *Sturgeon County*  
Gibby Davis, *City of Edmonton*  
Trevor Duley, *City of St. Albert*  
Jordan Evans, *Leduc County*  
Larissa Hepp, *Sturgeon County*  
Alanna Hnatiw, *Sturgeon County*  
Greg Hofmann, *City of Edmonton*  
Brandy Kelly, *City of Leduc*  
Nancy Lyzaniwski, *Strathcona County*  
Avril McCalla, *City of Edmonton*  
Peter Reeson, *UDI*  
Paul Ross, *City of Edmonton*  
John Stewart, *Town of Beaumont*  
Julie Vizbar, *Leduc County*

## 1. Opening

### 1.1 Quorum

Quorum achieved; five of five voting members present.

### 1.2 Call to Order

Chair Abbott called the meeting to order at 9:00 a.m.



### 1.3 Chair's Opening Remarks

Chair Abbott congratulates Stephanie Chai for her recognition in the Avenue Magazine Top 40 under 40. Chair Abbott welcomes CEO Karen Wichuk in her first week with the Edmonton Metropolitan Region Board.

## 2. Approval of Agenda

EC2018-62

**Motion:** That the Executive Committee approve the November 8, 2018 meeting agenda.

**Moved by:** Mayor Doblanko

**Accepted by:** Chair

**Decision:** Carried unanimously

## 3. Approval of Minutes

EC2018-63

**Motion:** That the Executive Committee approve the September 13, 2018 meeting minutes.

**Moved by:** Mayor Shaigec

**Accepted by:** Chair

**Decision:** Carried unanimously

## 4. Governance

### 4.1 Board Chair Review – Policy Discussion & Clarification

Mr. Sarnecki updates Executive Committee members, stating that Policy G010 is not aligned with the way our current Board Chair was appointed and needs to be revised. At the suggestion of the Chair, an interim review process for the Board Chair is introduced by Mr. Sarnecki.

Chair Abbott suggests that the Executive Committee move a motion to continue with the process of reviewing and updating Policy G010.

EC2018-64

**Motion:** That Policy G010 – Selection of Board Chair or Interim Board Chair, Board Vice Chair and Board Chair Review be referred back to Administration for review and update to include a Board Appointed Chair in alignment with the Edmonton Metropolitan Region Board Regulation.

**Moved by:** Mayor Barry Turner

**Accepted by:** Chair

**Decision:** Carried unanimously

The Process of Board Chair Review is presented to the Executive Committee members:

1. The Board designate responsibility for the Board Chair Review to the Vice Chair of the Board.



2. The Vice Chair, with the support of the CEO, establish 3 or 4 questions to provide to board members for feedback on the performance of the Board Chair.
3. The Vice Chair gather the feedback from all Board members either through email or meetings regarding the performance of the chair and assess the Chair's performance.
4. The Vice Chair provide the assessment to Board members for final input and clarification.
5. The Vice Chair meet with the Board Chair to review and discuss the assessment.
6. The Vice Chair update the Board at the next Board meeting, in camera, regarding the results of the review.

Mr. Sarnecki suggests that the Executive Committee move two motions.

EC2018-65

**Motion:** That the Executive Committee endorse and recommend the proposed Interim Review Process of the Board Chair to the Edmonton Metropolitan Region Board for approval.

**Moved by:** Councillor Michael Walters

**Accepted by:** Chair

**Decision:** Carried unanimously

EC2018-66

**Motion:** That the Executive Committee endorse and recommend the Vice Chair of the Board be designated the responsibility for the Interim Review Process of the Board Chair to the Edmonton Metropolitan Region Board for approval.

**Moved by:** Mayor Turner

**Accepted by:** Chair

**Decision:** Carried unanimously

## 5. Corporate Policies

### 5.1 Corporate Policies Review Workplan

Mr. Sarnecki walks member through the Corporate Policies Review Workplan.

EC2018-67

**Motion:** That the Executive Committee approve the Corporate Policies Review Workplan

**Moved by:** Councillor Walters

**Accepted by:** Chair

**Decision:** Carried unanimously

## 6. Strategy

### 6.1 Shared Investment for Shared Benefit Project Charter



Mr. Bonokoski guides members of the Executive Committee through the Project Charter. The Executive Committee suggests minor changes to the Project Charter including alignment with existing sub regional models; supporting more than one type of working group to allow for expertise from all areas; and, expressing the need for strong Provincial level representation on the Task Force. Administration agrees to revise charter as suggested.

EC2018-68

**Motion:** That the Executive Committee endorse and recommend the Shared Investment for Shared Benefit Project Charter to the Edmonton Metropolitan Region Board for approval as amended.

**Moved by:** Councillor Walters

**Accepted by:** Chair

**Decision:** Carried unanimously

## 6.2 Shared Investment for Shared Benefit Task Force Terms of Reference

Mr. Bonokoski walks members of the Executive Committee through the Terms of Reference for the Shared Investment for Shared Benefit Task Force.

EC2018-69

**Motion:** That the Executive Committee endorse and recommend the Shared Investment for Shared Benefit Task Force Terms of Reference to the Edmonton Metropolitan Region Board for approval.

**Moved by:** Mayor Doblanko

**Accepted by:** Chair

**Decision:** Carried unanimously

## 6.3 Regional Context Statements

Ms. Shuya provides update on the Regional Context Statements to the Executive Committee members, noting that 12 of 13 have been received, with the final one known to be in progress.

EC2018-70

**Motion:** That the Executive Committee endorse and recommend Administration's update on the status of Regional Context Statements to the Edmonton Metropolitan Region Board for information.

**Moved by:** Mayor Turner

**Accepted by:** Chair

**Decision:** Carried unanimously

## 7. Advocacy & Communications

### 7.1 2018 Fall Advocacy Plan Update

CEO Wichuk welcomes Ms. Lennon and the Advocacy Team members to join the table, and provides updates on the Fall Advocacy Plan.



## 8. CEO Update

CEO Wichuk thanks the Executive Committee members for putting their trust in her and for all the warm welcomes that have been received. CEO Wichuk introduces new Executive Assistant Agata Lewandowski to members of the Executive Committee.

## 9. Next Meeting

- January 10, 2019, 9:00 a.m. – Noon, EMRB Office

## 10. In Camera

No items for In Camera.

## 11. Adjournment

EC2018-71

**Motion:** That the Executive Committee meeting of November 8, 2018 be adjourned at 10:32 a.m.

**Moved by:** Councillor Walters

**Accepted by:** Chair

**Decision:** Carried unanimously

---

Committee Chair, Dr. Jodi L. Abbott