

MEETING NO: # 01 19 Governance Committee Meeting

MINUTES

A meeting of the Conservation Halton Governance Committee was held on Thursday, March 21, 2019, beginning at 2:00 pm at Conservation Halton's Administration Office, Burlington.

Members Present: Gerry Smallegange
Jim Sweetlove
Jean Williams
Joanne Di Maio
Bryan Lewis

Staff Present: Hassaan Basit, CAO/Secretary-Treasurer
Adriana Birza, Executive Assistant
Niamh Buckley, Administrative Assistant

Absent: Cathy Duddeck

Joanne Di Maio chaired this meeting.

1. Acceptance of Agenda as distributed.

GC 01 01 Moved by: Jean Williams
Seconded by: Jim Sweetlove

THAT the Agenda **be accepted as distributed.**

Carried

2. Disclosure of Pecuniary Interest for Board of Directors

There was no disclosure of pecuniary interest.

3. Consent Items

Roll Call & Mileage

The Consent Items were approved as presented.

4. Action Items

4.1 2019 CH Committees
Report #: 01 19 01

GC 01 02 Moved by: Jean Williams
Seconded by: Gerry Smallegange

THAT the Conservation Halton Governance Committee **recommend to the Conservation Halton Board of Directors approval of the 2019 CH Board Committees membership effective March 21, 2019.**

Carried

4.2 Review of Terms of Reference for CH Committees 2019
Report #: CHBD 01 19 03

GC 01 03 Moved by: Gerry Smallegange
Seconded by: Jean Williams

THAT the Conservation Halton Governance Committee **recommend to the Conservation Halton Board of Directors approval of the CH Board Committees Terms of Reference effective March 21, 2019.**

Carried

It was agreed that the New Governance Committee members will look at the mandates of each committee and consider adding "Risk" and items associated with risk to the GOC.

GOC will also consider revising the title "CAO Compensation Committee" to Compensation Committee.

4.3 Board Self Assessment Survey 2018
Report #: 01 19 04

GC 01 04 Moved by: Gerry Smallegange
Seconded by: Jim Sweetlove

THAT the Conservation Halton Governance Committee **recommend to the Conservation Halton Board of Directors that the Governance Committee develops a plan to address the feedback collected from the Self Assessment Survey and presents it at the May Board meeting.**

Carried

It was recommended that the Annual Board Self Assessment be mandatory for all Board Members.

5. Other Business

6. Adjournment

GC 01 05 Moved by: Jim Sweetlove

That the Governance Committee meeting be adjourned at 2:35 p.m.

Carried

Signed: 
Hassaan Basit, CAO/Secretary-Treasurer

Date: April 25, 2019