



REVISED

Minutes

A TELECONFERENCE MEETING of the COUNCIL TERM LIMITS TASK FORCE was held on Thursday, February 21, 2017 at 9:00 a.m.

Present: R. Willson, P.Eng.
N. Hill, P.Eng., Vice-Chair
P. Ballantyne, P.Eng.
M. Stauch, M. ED (left the meeting at 11:15 a.m.)
M. Wesa, P.Eng.

Staff: S.W. Clark, LL.B. Chief Administrative Officer
R. Martin, Manager, Secretariat
D. Power

CALL TO ORDER

Notice having been given and a quorum being present, Mr. Willson, acting as Chair, called the meeting to order at 9:05 am.

APPROVAL OF AGENDA

Moved by Mr. Ballantyne, seconded by Mr. Wesa to approve the agenda as amended with the addition of "Council Composition Task Force Update – Chair's Attendance."

CARRIED

COUNCIL COMPOSITION TASK FORCE UPDATE

The Chair provided an update regarding his discussions with the Council Composition Task Force on February 16, 2017. He noted that the recommendations of the Council Term Limits Task Force will not have a direct impact on the direction that the Council Composition Task Force is taking.

REPORT REVISIONS

The task force reviewed and made changes to the following sections:

3. Background - 3.3 Succession Planning
4. Conclusions

Action: M. Stauch and M. Wesa will work together to provide greater detail to the Board Training paragraph under 3.3 Succession Planning /3.3.1 Best Practice Review.

Action: N. Hill will do further work on 5.1 Term Limits.

Action: Task force members will review the additional wording related to performance evaluation which may impact the Executive Summary.

Action: D. Power will consolidate the edited versions for Term Limits, Succession Planning, Executive Summary, Future Works and Introduction into one document to all task force members on February 22, 2017.

It was agreed that the final report will be consolidated by staff. The final due date for submitting the TF Report as part of the Briefing Note for the next meeting of Council is March 7. The TF determined that further revisions are required and that these should be reviewed before the report is finalized. On this basis, a further meeting is required and the TF committed to meet on the following Tuesday. The Executive Summary will be reviewed at the February 28th meeting.

Action: The TF will meet again on February 28 to finalize its report.

CONCLUSION

There being no further business, the meeting concluded and was adjourned at 12:00 noon.

NEXT MEETING DATES

February 28, 2017 – Teleconference – 9:00am to 12:00 noon

These minutes consist of two pages.