



**MINUTES
GREEN LINE BOARD**

**February 18, 2021, 10:00 AM
IN THE VIRNETTA ANDERSON HALL**

PRESENT: Board Member D. Fairbairn, Chair (Remote Participation)
Board Member I. Bourne, Vice-Chair (Remote Participation)
Board Member J. Annesley (Remote Participation)
Board Member L. Beasley (Remote Participation)
Board Member F. Cummings (Remote Participation)
Board Member B. Mahajan (Remote Participation)
Board Member P. McLeod (Remote Participation)
Board Member M. Nelson (Remote Participation)
City Manager D. Duckworth (Remote Participation)

ALSO PRESENT: General Manager M. Thompson (Remote Participation)
Deputy City Clerk T. Mowrey
Legislative Coordinator M. A. Cario

1. CALL TO ORDER

Inaugural Board Chair Fairbairn called the Meeting to order at 10:00 a.m.

2. OPENING REMARKS

Inaugural Chair Fairbairn provided opening remarks.

ROLL CALL:

Board Member Annesley, Board Member Beasley, Board Member Bourne, Board Member Cummings, Board Member Mahajan, Board Member McLeod, Board Member Nelson and Chair Fairbairn.

Absent for Roll Call:

City Manager Duckworth (joined the Remote Meeting at 10:05 a.m.)

3. CONFIRMATION OF AGENDA

Moved by Board Member Beasley

That the Agenda for the 2021 February 18 Regular Meeting of the Green Line Board be confirmed.

MOTION CARRIED

4. ELECTION/APPOINTMENT OF VICE-CHAIR

Following nomination procedures, Board Member Bourne was appointed as Vice-Chair of the Green Line Board, by acclamation.

5. RECOMMENDATION OF CANDIDATE FOR BOARD CHAIR

Inaugural Chair Fairbairn left the Chair and Vice-Chair Bourne assumed the Chair at this time.

Moved by Board Member Nelson

That the Green Line Board recommend to City Manager Duckworth that Don Fairbairn be the Board Chair candidate to be forwarded to Council for final appointment.

MOTION CARRIED

Following the vote on this item, Chair Fairbairn resumed the Chair and Board Member Bourne returned to his regular seat.

6. ASSIGNMENT OF EXECUTIVE CHAIR RESPONSIBILITIES, GLB2021-0283

Moved by Board Member Nelson

That with respect to Report GLB2021-0283, the following be approved:

That the Green Line Board assign executive responsibilities to the Chair of the Green Line Board as described in detail in Attachment 1 (the "Executive Chair Responsibilities") during the current transition period, and may assign the Executive Chair Responsibilities to the Chair of the Green Line Board from time to time as may be determined by the Green Line Board.

MOTION CARRIED

7. FORMATION OF BOARD COMMITTEES, GLB2021-0241

Moved by Board Member Nelson

That with respect to Report GLB2021-0241, the following be approved:

That the Green Line Board:

1. Form the Budget and Risk Committee, the Governance and HR Committee, and the Planning Committee as working groups of the Green Line Board; and
2. Form a Recruitment Committee as a working group of the Green Line Board to facilitate the recruitment of suitable candidates for the:
 - a. most senior executive position reporting to the Green Line Board, currently titled the General Manager, Green Line; and
 - b. most senior executive position reporting to the General Manager, Green Line position, currently titled the Program Director;

and recommend to the Green Line Board candidates to fill each of the two positions.

MOTION CARRIED

8. CONSENT AGENDA

None

9. ITEMS FROM GREEN LINE PROGRAM TEAM AND BOARD COMMITTEES

9.1 Green Line Board 2021 Meeting Schedule, GLB2021-0238

Moved by Board Member Mahajan

That with respect to Report GLB2021-0238, the following be approved:

That the Green Line Board adopt the Green Line Board 2021 Meeting Schedule as set out in Attachment 1.

MOTION CARRIED

9.2 COMMITTEE REPORTS

9.2.1 Planning Committee Report (Verbal), GLB2021-0274

Board Member Beasley provided a verbal update and was thanked by the Board.

9.2.2 Budget and Risk Committee Report (Verbal), GLB2021-0275

Board Member Bourne provided a verbal update and was thanked by the Board.

9.2.3 Governance and HR Committee Report (Verbal), GLB2021-0276

Board Member Nelson provided a verbal update and was thanked by the Board.

9.2.4 Recruitment Committee Report (Verbal), GLB2021-0277

Board Member Nelson provided a verbal update and was thanked by the Board.

9.3 Green Line Conflict of Interest Protocol - Green Line Program, GLB2021-0240

Moved by City Manager Duckworth

That pursuant to Sections 17 (Disclosure to personal privacy), 24 (Advice from officials), 25 (Harmful to economic interests) and 27 (Privileged information) of the *Freedom of Information and Protection of Privacy Act*, Committee now move into Closed Meeting at 10:35 a.m. on 2021 February 18, in the Virnetta Anderson Hall, to discuss confidential matters with respect to the following items:

- 9.3 Green Line Conflict of Interest Protocol - Green Line Program, GLB2021-0240

- 11.1.1 Procurement Update (Verbal), GLB2021-0253
- 11.1.2 Committee Reports (Verbal), GLB2021-0273

MOTION CARRIED

Board reconvened in public meeting at 12:29 p.m. with Chair Fairbairn in the Chair (Remotely).

ROLL CALL

Board Member Annesley, Board Member Beasley, Board Member Bourne, Board Member Cummings, Board Member Mahajan, Board Member McLeod, Board Member Nelson, City Manager Duckworth and Chair Fairbairn.

Moved by Board Member McLeod

That the Green Line Board rise and report.

MOTION CARRIED

Administration in attendance during the Closed Meeting discussions with respect to Report GLB2021-0240:

Clerks: T. Mowrey and M. A. Cario. Law: M. A. Bendfeld and K. Mahmud. Advice: L. Adamo, D. Ewing, S. McMullen, W. Tynan and M. Thompson.

Moved by Board Member Nelson

That with respect to Report GLB2021-0240, the following be approved:

That the Green Line Board:

1. Adopt and implement the Green Line Conflict of Interest Protocol for use by the Green Line Program.
2. Direct that Attachment 2 - Confidential Presentation and Closed Meeting discussions shall remain confidential pursuant to Sections 17 (Personal privacy), 24 (Advice from officials), and 27 (Legal advice) of the *Freedom of Information and Protection of Privacy Act* (Alberta) ("FOIPP") and such discussions shall remain permanently confidential pursuant to Sections 17 and 27 of FOIPP.

MOTION CARRIED

10. URGENT BUSINESS

None

11. CONFIDENTIAL ITEMS

11.1 ITEMS FROM GREEN LINE PROGRAM TEAM AND BOARD COMMITTEES

11.1.1 Procurement Update (Verbal), GLB2021-0253

Administration in attendance during the Closed Meeting discussions with respect to Verbal Report GLB2021-0253:

Clerks: T. Mowrey and M. A. Cario. Law: M. A. Bendfeld and K. Mahmud. Advice: L. Adamo, D. Ewing, S. McMullen, W. Tynan and M. Thompson.

A confidential presentation was distributed with respect to Verbal Report GLB2021-0253.

Moved by Board Member Annesley

That with respect to Verbal Report GLB2021-0253, the following be approved:

That the Green Line Board direct that the Confidential presentation and Closed Meeting discussions be held confidential pursuant to Sections 24 (Advice from officials) and 25 (Harmful to economic interests) of the *Freedom of Information and Protection of Privacy Act*, to be reviewed 2036 February 18.

MOTION CARRIED

11.1.2 Committee Reports (Verbal), GLB2021-0273

Administration in attendance during the Closed Meeting discussions with respect to Verbal Report GLB2021-0273:

Clerks: T. Mowrey and M. A. Cario. Law: M. A. Bendfeld and K. Mahmud. Advice: L. Adamo, D. Ewing, S. McMullen, W. Tynan and M. Thompson.

Moved by Board Member Cummings

That with respect to Verbal Report GLB2021-0273, the following be approved:

That the Green Line Board direct that the Closed Meeting discussions be held confidential pursuant to Section 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*.

MOTION CARRIED

11.2 URGENT BUSINESS

None

12. ADJOURNMENT

Moved by Board Member Beasley

That this meeting adjourn at 12:33 p.m.

MOTION CARRIED

The next Regular Meeting of the Green Line Board is scheduled to be held on 2021
March 08 at 11:00 a.m.

CONFIRMED BY COMMITTEE ON

CHAIR

ACTING CITY CLERK

UNCONFIRMED