



Community Member V. Bikowski
Community Member S. Brioschi
Councillor C. Early
Councillor L. Kiernan
Councillor D. Maskell
Councillor M. Russo
Councillor D. Sheen

Coordinator, Council and Committee Services: A. Dhindsa
Deputy Clerk, Corporate Services: H. Lockyer
Municipal Clerk, Corporate Services: K. Klingenberg

1. NOTICE

2. CALL TO ORDER

Acting Chair D. Sheen called the meeting to order at 2:00 p.m.

3. INDIGENOUS LAND ACKNOWLEDGEMENT

Acting Chair D. Sheen delivered the Indigenous Land Acknowledgement.

4. DISCLOSURE OF PECUNIARY INTEREST

5. DELEGATIONS

6. PRESENTATIONS

6.1 Orientation

K. Klingenberg, Municipal Clerk, provided responses to questions of Committee.

Moved by: Member S. Brioschi **Seconded by:** Councillor L. Kiernan

That the Orientation presentation be referred back to staff to present on the following matters at the next Governance Review Committee meeting:

- Committee Structure
- Meeting and Member Conduct

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Community Member V. Bikowski	X			
Community Member S. Brioschi	X			
Councillor C. Early	X			
Councillor L. Kiernan	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Acting Chair D. Sheen	X			
Total	7			

Carried.

This matter was recommended to Town Council for consideration of adoption at its meeting to be held on May 21, 2024

7. STAFF REPORTS

7.1 Staff Report 2024-0265: Governance Review Committee Chair Appointments

Moved by: Councillor L. Kiernan **Seconded by:** Councillor M. Russo

That Councillor D. Sheen be appointed as the Governance Review Committee Chair for the remainder of the 2022 to 2026 Term of Council.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Community Member V. Bikowski	X			
Community Member S. Brioschi	X			
Councillor C. Early	X			
Councillor L. Kiernan	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Acting Chair D. Sheen	X			
Total	7			

Carried.

This matter was recommended to Town Council for consideration of adoption at its meeting to be held on May 21, 2024.

Moved by: Councillor M. Russo **Seconded by:** Councillor L. Kiernan

That Councillor D. Maskell be appointed as the Governance Review Committee Vice-Chair for the remainder of the 2022 to 2026 Term of Council.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Community Member V. Bikowski	X			
Community Member S. Brioschi	X			
Councillor C. Early	X			
Councillor L. Kiernan	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Acting Chair D. Sheen	X			
Total	7			

Carried.

This matter was recommended to Town Council for consideration of adoption at its meeting to be held on May 21, 2024.

7.2 Staff Report 2024-0261: Governance Review Committee Meeting Schedule

K. Klingenberg, Municipal Clerk, provided responses to questions of Committee.

Moved by: Member S. Brioschi **Seconded by:** Councillor L. Kiernan

That the 2024 Council and Committee Meeting Schedule be amended for the proposed Governance Review Committee meeting dates as set out in Staff Report 2024-0261.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Community Member V. Bikowski	X			
Community Member S. Brioschi	X			
Councillor C. Early	X			
Councillor L. Kiernan	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Acting Chair D. Sheen	X			
Total	7			

Carried.

This matter was recommended to Town Council for consideration of adoption at its meeting to be held on May 21, 2024.

7.3 Staff Report 2024-0267: Governance Review Committee Priority Planning

K. Klingenberg, Municipal Clerk, provided responses to questions of Committee.

Moved by: Councillor M. Russo **Seconded by:** Member S. Brioschi

That the priority planning of Governance Review Committee initiatives as outlined in Staff Report 2024-0267 be approved; and

That a Town of Caledon policy and procedure framework be proposed to the Governance Review Committee in June 2024.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Community Member V. Bikowski	X			
Community Member S. Brioschi	X			
Councillor C. Early	X			
Councillor L. Kiernan	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Acting Chair D. Sheen	X			
Total	7			

Carried.

This matter was recommended to Town Council for consideration of adoption at its meeting to be held on May 21, 2024.

8. NOTICE OF MOTION

8.1 Member S. Brioschi - Request for Printed Agenda Cover Pages at Council and Committee Meetings

K. Klingenberg, Municipal Clerk, provided responses to questions of Committee.

Moved by: Member S. Brioschi **Seconded by:** Councillor M. Russo

Whereas accessing Town Committee and Council agendas requires access to a computer or the capability to download documents; and

Whereas community members may be incapable of obtaining agenda materials, by-laws, minutes on the town’s website; and

Whereas enhancing public access to town information is within the Governance Review Committee’s main role; and

Whereas the provision of printed agenda cover pages will allow for ease of access to relevant information for the public attending meetings in-person with greater understanding and engagement in local governance; and

Whereas community engagement and feedback on Town governance matters is within the Governance Review Committee’s main role and feedback on obtaining access to printed agendas at meetings has been prior feedback received from the community; and

Whereas only printing as required, including only the cover pages limits the use of resources and wastage; and

Whereas the Clerk confirmed Town of Caledon committed to a paperless agenda management system in the 2015 budget and no Council decision was located to explicitly commit to going paperless; and

Whereas the Clerk confirmed there are no Council decisions from this Term of Council which would require reconsideration to provide printed copies of agendas;

Therefore be it resolved that printed agenda cover pages be provided to in-person attendees at Council and Committee meetings; and

That attached agenda materials related to specific items on the attended meeting agenda be available for printing upon request of the attendee if the request is received two (2) hours in advance of the scheduled meeting.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Community Member V. Bikowski	X			
Community Member S. Brioschi	X			
Councillor C. Early	X			
Councillor L. Kiernan	X			
Councillor D. Maskell	X			
Councillor M. Russo	X			
Acting Chair D. Sheen	X			
Total	7			

Carried.

This matter was recommended to Town Council for consideration of adoption at its meeting to be held on May 21, 2024.

9. ADJOURNMENT

The Committee adjourned at 2:39 p.m.