

## Board Meeting Minutes

### Capital Planning Board – Inaugural Meeting

Wednesday, April 26, 2023, 1:30 PM – 2:45 PM

Canads Inns Destination Centre Polo Park – 1405 St. Matthews Ave, Winnipeg, MB

Board Member	Position	Present/Regrets
<b>Michael Moore</b>	Board Chair	Present
<b>Elisabeth Saftiuk</b>	Board Vice Chair	Present
<b>Mayor Scott Gillingham</b> City of Winnipeg	Past Chair	Present
<b>Mayor Armand Poirier</b> RM of Taché	Board Member	Present
<b>Reeve Brad Erb</b> RM of Macdonald	Board Member	Present
<b>Mayor Carla Devlin</b> RM of East St. Paul	Board Member	Present
<b>Mayor Chris Ewen</b> RM of Ritchot	Board Member	Present
<b>Reeve Christa Vann Mitchell</b> RM of Cartier	Board Member	Present
<b>Mayor Debbie Fiebelkorn</b> RM of St. Clements	Board Member	Present
<b>Reeve Delmer Nott</b> RM of St. Francois Xavier	Board Member	Present
<b>Mayor Jim Robson</b> RM of Headingley	Board Member	<i>Regrets</i>
<b>Councillor John Buffie</b> City of Selkirk	Board Member	Present
<b>Mayor Joy Sul</b> RM of St. Andrews	Board Member	<i>Regrets</i>
<b>Reeve Ken Mulligan</b> RM of Rosser	Board Member	Present
<b>Mayor Myron Dyck</b> Town of Niverville	Board Member	Present
<b>Mayor Patrick Therrien</b> RM of Springfield	Board Member	Present
<b>Mayor Peter Truijen</b> RM of West St. Paul	Board Member	Present
<b>Mayor Rick Gamble</b> Village of Dunnottar	Board Member	Present
<b>Mayor Sandra Smith</b> Town of Stonewall	Board Member	Present
<b>Reeve Wes Taplin</b> RM of Rockwood	Board Member	Present

Colleen Sklar	WMR Executive Director	Present
Jennifer Freeman	WMR Program Manager	Present
<b>GUESTS</b>		
Dr. Bob Murray	Dentons	Present
Brad Madison	Pitblado	Present
Marissa Warshawski	Warshawski Consulting	Present
Nicole Magas	Province of Manitoba	Present

<p>1. Opening</p> <p><b>1.1 Minister Opening Remarks – 1:30 p.m.</b>  <i>Action: Information</i>  <i>Lead: Minister Andrew Smith, Municipal Relations</i></p> <p><b>1.2 Designation of Board Chair and Vice Chair</b>  <i>Action: Declaration</i>  <i>Lead: Minister Andrew Smith, Municipal Relations</i></p> <p><b>1.3 Meeting called to order at 1:35 by Chair Michael Moore</b>  <i>Action: Declaration</i>  <i>Lead: Chair Moore</i></p> <p><b>1.4 Board Introductions</b>  <i>Action: Information</i>  <i>Lead: Chair Moore</i></p>
<p>2 <b>Approval of Meeting Agenda for April 26, 2023</b>  <i>Action: Approval</i>  <i>Lead: Chair Moore</i></p> <p><b>Motion:</b> That the Capital Planning Board approve the Meeting Agenda for April 26, 2023, as presented:</p> <p>Moved: Scott Gillingham      Seconded: Wes Taplin      Carried.</p>
<p>3 <b>Procedural Bylaw Discussion and Adoption [Briefing Note and Bylaw provided]</b>  <i>Action: Approval</i>  <i>Lead: Chair Moore</i></p> <p>Interlocutor, Dr. Robert Murray, introduced the Procedural Bylaw and confirmed the Bylaw followed provincial regulation and legislation.</p> <p><b>Motion:</b> That the Capital Planning Board approve the Procedural Bylaw as presented.          Moved: Sandra Smith      Seconded: Chris Ewen      Carried.</p>

4 Statutory Corporation Name Change [Briefing note provided]

*Action: Approval*  
*Lead: Chair Moore*

**Motion:** That the Capital Planning Board approve the public facing name change of the statutory corporation from *Capital Planning Region* to *Winnipeg Metropolitan Region*.

**A recorded vote was requested:**

- Chair Michael Moore – yes
- Vice Chair Elisabeth Saftiuk – yes
- Scott Gillingham – yes
- Armand Poirier – yes
- Brad Erb – yes
- Carla Devlin – yes
- Chris Ewen – yes
- Christa Vann Mitchell – yes
- Debbie Fiebelkorn – yes
- Ken Mulligan – yes
- Myron Dyck – yes
- Patrick Therrien – yes
- Peter Truijen – yes
- Rick Gamble – yes
- Sandra Smith – yes
- Wes Taplin – yes
- John Buffie – no
- Delmer Nott – no

**Motion was carried by 16 votes.**

**IN CAMERA** (Aside from Dr. Bob Murray and Marissa Warshawski, non board members left the room)

**Motion:** To move in camera

Moved: Rick Gamble                      Seconded: Myron Dyck                      Carried.

5 Asset Transfer from existing Province of Manitoba to the Capital Planning Board  
[Briefing Note and Transition Agreement provided]

*Action: Approval*  
*Lead: Chair Moore*

**Motion:** That the Capital Planning Board accept the transfer of assets as detailed in the Transition Agreement.

Moved: Sandra Smith                      Seconded: Delmer Nott                      Carried.

**IN CAMERA**

6 Staff Transfer from WMR to Capital Planning Board  
[Briefing Note and Legal Opinion provided]

*Action: Approval*  
*Lead: Chair Moore*

**Motion:** That the Capital Planning Board accept the transfer of staff as outlined in the opinion from Thompson Dorfman Sweatman LLP.

Moved: Rick Gamble                      Seconded: Ken Mulligan                      Carried.

**Motion:** To move out of camera

Moved: Peter Truijen                      Seconded: Carla Devlin                      Carried.

(Non board members returned to the room)

7 Officers Appointment [Briefing Note provided]

*Action: Approval*

*Lead: Chair Moore*

**Motion:** That the Capital Planning Board appoint Chair Michael Moore, Vice Chair Elisabeth Saftiuk, Scott Gillingham, Brad Erb and Debbie Fiebelkorn as officers of the company under subsections (2) and (3) of *The Corporations Act*.

Moved: Christa Vann Mitchell                      Seconded: Chris Ewen                      Carried.

8 Budget and Finance

8.1 2023 Budget [Briefing Note and Budget provided]

*Action: Approval*

*Lead: Chair Moore*

Note: There was discussion about the 2023 budget and the balance of outstanding member fees to the Winnipeg Metropolitan Region.

**Motion:** That the Capital Planning Board approve the 2023 budget for the Winnipeg Metropolitan Region.

**A recorded vote was requested:**

Chair Michael Moore – yes

Vice Chair Elisabeth Saftiuk – yes

Scott Gillingham – yes

Brad Erb – yes

Carla Devlin – yes

Chris Ewen – yes

Christa Vann Mitchell – yes

Debbie Fiebelkorn – yes

Delmer Nott – yes

Ken Mulligan – yes

Patrick Therrien – yes

Peter Truijen – yes

Rick Gamble – yes

Sandra Smith – yes

Wes Taplin – yes

**Motion was carried by 15 votes.**

Myron Dyck – no

John Buffie – no

Armand Poirier – no

8.2 Banking [Briefing Note and Budget provided]

*Action: Approval*  
*Lead: Chair Moore*

**Motion:** That the Capital Planning Board resolve to: 1.) Update the bank and credit card accounts, with the Capital Planning Region statutory corporation (Winnipeg Metropolitan Region) as the account holder; 2.) Identify the officers having signing authority; and 3.) Accept the existing policy that dictates credit card usage within the organization, until such time that the new board updates the policy.

Moved: Christa Vann Mitchell      Seconded: Wes Taplin      Carried.

**Motion:** That signing authorities for the Winnipeg Metropolitan Region statutory corporation be Chair Michael Moore, Vice Chair Elisabeth Saftiuk, Brad Erb, Debbie Fiebelkorn, and Jennifer Freeman.

Moved: Chris Ewen      Seconded: Armand Poirier      Carried.

9 Assignment and Extension of Lease for 4-875 St. James Street [Briefing Note and Copy of Lease provided]

*Action: Approval*  
*Lead: Chair Moore*

**Motion:** That the Capital Planning Board accept the assignment of the lease at 4-875 St. James Street from the Winnipeg Metropolitan Region and re-sign the lease agreement for a new 3-year term starting February 1, 2024.

Moved: Debbie Fiebelkorn      Seconded: Brad Erb      Carried.

10 Additional items for board discussion and approval

Discussion regarding the public announcement of the capital planning region.

11 Consent Agenda:

*Action: Approval of the consent agenda*  
*Lead: Chair Moore*

11.1 Approve the Provincial Funding Agreement between the Province of Manitoba and the Capital Planning Board for April 1, 2023 – December 31, 2023 and direct the Board Chair to sign on behalf of the Board of Directors. [Briefing Note provided – *Agreement pending*].

11.2 Approve the 2023 Municipal Contribution Amounts [Briefing Note and Schedule provided]

11.3 Approve auditor and agent of record appointment [Briefing Note and Engagement Letter provided]

11.4 Approve pension and insurance transfer [Briefing Note and Correspondence regarding Pension and Insurance provided]

11.5 Approve the 2023-2024 Meeting and AGM Schedule [Briefing Note, Meeting Schedule and Calendar provided]

**Note:** Chair Moore recommended that Board meetings for May 18, 2023 and June 15, 2023 remain in the calendars as scheduled - the remainder of 2023 and all of 2024 to be confirmed.

**Motion:** That the next two scheduled meetings for May 18, 2023 and June 15, 2023 remain in the calendars as scheduled.

Moved: Chris Ewen    Seconded: Scott Gillingham    Carried.

11.6 Approve the Lake Friendly Official Mark transfer [Briefing Note and Correspondence provided]

11.7 Receive member contact list for information [Briefing Note and Contact List provided]

11.8 Receive member portal access and log-in instructions for information by individual email.

**Motion:** That the Capital Planning Board approve the consent agenda of April 26, 2023, as presented:

Moved: Christa Vann Mitchell    Seconded: Rick Gamble    Carried.

12 Adjournment

*Action: Declaration*

*Lead: Chair Moore*

**Motion:** To adjourn the meeting at 2:45 p.m.

Moved: Christa Van Mitchell    Seconded: Ken Mulligan    Carried.