

City of Edmonton: Ward Boundary Commission

Minutes

September 16, 2019 | 5:30pm - 7:30pm | Boardroom, Office of the City Clerk, City Hall

Commission: L. Bjork, M.Pungur Buick, S.Lee, S.Raitz, A. Sinclair, K. So, J. Wesley

Administration: C. Heywood (Recorder), I. MacLean,

Regrets: None

Orientation	Information
<p>Prior to the Call to Order of the City of Edmonton Ward Boundary Commission’s Inaugural Meeting, Administration presented an overview of the Ward Boundary Review and Commission project that included information regarding:</p> <ul style="list-style-type: none">● Project scope● Commission mandate● Roles and Responsibilities● Project deliverables● Preliminary phased timelines● Outcomes and Measures● Code of Ethics and Conduct● Expenses <p>The Commission requested that Administration set-up a shared Google Drive to serve as a repository for information. The Folder will contain associated policies, procedures and bylaws including:</p> <ul style="list-style-type: none">● Bylaw 18155: Council Procedures● Bylaw 18166: Council Committees● City Policy Agencies, Boards, Committees and Commissions● Bylaw 18892: City of Edmonton Ward Boundaries and Council Composition● Bylaw 18893: Ward Boundary Commission● 2018 Ward Boundary Review Council Report● 2016 Ward Boundary Corrections Council Report● Ward Boundary Corrections Annexation Council Report● Ward Boundary Design Policy● Understanding Voter Needs - Report produced by Emerge Solutions <p>Action: Assigned to C.Heywood</p>	

Call to Order: 7:09pm

Chair Selection	Decision
<p>The Commission determined that the Commission Chair and Vice Chair would be selected from those members who expressed an interest in the role, as described in the Orientation and to be formalised in</p>	

a Terms of Reference document.

Moved: by L. Bjork to appoint J.Wesley as Commission Chair and S. Lee as Vice-Chair **Carried**

Upcoming Meeting Agenda

Decision

Members determined that the following topics will be discussed at the next meeting of the Commission:

- Terms of Reference
- Public Engagement
- Commission Meeting Schedule

Action: Administration will provide a draft TOR document, a draft meeting schedule, and inquire with the PE vendor regarding their availability for the next meeting. **Assigned to C. Heywood**

Moved: by K.So to schedule the next meeting of the Commission for September 30th, 5:30pm-7:30pm, City Hall **Carried**

Adjournment

7:42pm