

Governance Committee
March 27, 2026
Carolinian Hall
3350 Merrittville Hwy., Thorold ON
MEETING MINUTES

MEMBERS PRESENT: D. Cridland
R. Foster
J. Metcalfe
M. Seaborn, Chair
A. Witteveen

STAFF PRESENT: L. Lee-Yates, CAO/Secretary–Treasurer
M. Davis, Manager, Office of the CAO & Board

The meeting was called to order at 12:32 p.m.

1. APPROVAL OF AGENDA

Recomendation No. GC-01-2026
Moved by: John Metcalfe
Seconded by: Donna Cridland

THAT the Agenda for the Governance Committee Meeting held on March 27, 2026
BE APPROVED.

CARRIED

2. DECLARATIONS OF CONFLICT OF INTEREST

None.

3. APPOINTMENT OF CHAIR & VICE CHAIR

Member Seaborn yielded the floor to Manager, Office of the CAO & Board, Melanie Davis, to proceed with appointments of Chair and Vice Chair of the Committee for 2026.

Nomination

Moved by: Robert Foster

THAT Member John Metcalfe **BE NOMINATED** for Chair of the Governance Committee for 2026.

Recommendation No. GC-02-2026
Moved by: Robert Foster

Seconded by: Albert Witteveen

THAT John Metcalfe **BE APPOINTED** Chair of the Governance Committee for 2026.

CARRIED

Nomination

Moved by: Robert Foster

THAT Member Albert Witteveen **BE NOMINATED** for Vice Chair of the Governance Committee for 2026.

Recommendation No. GC-03-2026

Moved by: John Metcalfe

Seconded by: Robert Foster

THAT Albert Witteveen **BE APPOINTED** Vice Chair of the Governance Committee for 2026.

CARRIED

4. PREVIOUS MEETING MINUTES

Recommendation No. GC-04-2026

Moved by: Donna Cridland

Seconded by: Albert Witteveen

THAT the Minutes of the Governance Committee Meeting, dated March 27, 2026 **BE RECEIVED.**

CARRIED

5. CORRESPONDENCE

None.

6. PRESENTATIONS

None.

7. DELEGATIONS

None.

8. CONSENT ITEMS

None.

9. DISCUSSION ITEMS

9.1. Report No. GC-01-26 RE: Governance Committee – 2026 Work Plan

Recommendation No. GC-05-2026

Moved by: Albert Witteveen

Seconded by: Robert Foster

THAT Report No. GC-01-26 RE: Governance Committee – 2026 Work Plan **BE RECEIVED;**

AND THAT the Governance Committee – 2026 Work Plan attached as Appendix 1 **BE APPROVED.**

CARRIED

9.2. Report No. GC-02-26 RE: Freedom of Information Statistical Report 2025

Manager, Office of the CAO & Board, Melanie Davis, provided a brief overview of the annual statistics. Brief discussion ensued regarding proposed amendments to the *Municipal Freedom of Information and Protection of Privacy Act*.

Recommendation No. GC-06-2026

Moved by: Donna Cridland

Seconded by: Robert Foster

THAT Report No. GC-02-26 RE: Freedom of Information Statistical Report 2025 **BE RECEIVED.**

CARRIED

10. NEW BUSINESS

None.

11. CLOSED SESSION

None.

12. ADJOURNMENT

The meeting was adjourned at 12:44 p.m.