

Board Meeting Agenda
February 12, 2015 – 9:00 a.m.

Chateau Louis, Grand Ballroom
11727 Kingsway, Edmonton

1. Call to Order
2. Chair's Opening Remarks
3. New Chief Executive Officer Introduction
4. Approval of Agenda
5. Approval of Minutes of December 11, 2014 *Pg. ' of &*
6. Governance, Priorities & Finance Committee *Pg. , of &*
 - a. Priority "A" Projects 2015-2016 Budget *Pg. , of &*

Recommended Motion: That the Capital Region Board approve the Proposed Priority "A" Projects 2015-2016 Budget as recommended by the Governance, Priorities & Finance Committee.
 - b. Priority "B" Projects Grant Funding *Pg. % of &*

Recommended Motion: That the Capital Region Board approve a membership contribution of \$315,000 for the Priority "B" Projects for 2015-2016 as recommended by the Governance, Priorities & Finance Committee.
7. St. Albert - Motion – Regional Services Committee *Pg. % of &*

Recommended Motion: That the CEO work with the Regional Services Committee and the Governance Priorities & Finance Committee, to determine if the need exists any longer for the Regional Services Committee, and if necessary, propose appropriate Board recommendations by August, 2015 in this regard, including any related restructuring recommendations.
8. Administrative Items
 - a. CEO's Update
9. Board Information Requests Update *Pg. % of &*
10. Committee/Task Force Minutes
 - a. Governance, Priorities & Finance Committee – *Draft Minutes, Chair Update* *Pg. & of &*
 - b. Growth Plan Update Task Force – *Draft Minutes, Chair Update* *Pg. & of &*



11. St. Albert - Notice of Motion – Pay to Participate Policy

Notice of Motion (for the March 12, 2015 Board Meeting): That the CEO recommends in 2015 to the Governance Priorities & Finance Committee, and ultimately the Board, a draft framework and/or policy whereby members may choose to 'Pay to Participate' on certain Board directed initiatives.

12. Adjournment

Growth Plan Update Workshop

Minutes of the meeting of
the Capital Region Board
held at Grand Ballroom, Chateau Louis Conference Centre
on Thursday, December 11, 2014

Delegates in Attendance:

Mayor Nolan Crouse – St. Albert/Chair	Mayor Rodney Shaigec – Parkland County
Mayor Camille Berube – Beaumont	Mayor Mel Smith – Redwater
Mayor Randy Boyd – Bon Accord	Mayor Stuart Houston – Spruce Grove
Mayor Karl Hauch – Bruderheim	Mayor William Choy – Stony Plain
Mayor Stephen Lindop – Devon	Mayor Roxanne Carr – Strathcona County
Councillor Ed Gibbons – Edmonton (<i>alternate</i>)	Mayor Tom Flynn – Sturgeon County
Mayor Gale Katchur – Fort Saskatchewan	Councillor Lloyd Jardine – Thorsby
Mayor Bill Skinner – Lamont	Mayor Fred Lindsay – Wabamun
Reeve Wayne Woldanski – Lamont County	Mayor Ralph van Assen – Warburg
Mayor Greg Kriskche – Leduc	Gary Sandberg – Government of Alberta
Mayor John Whaley – Leduc County	

Absent:

Councillor Anne Donovan – Calmar	Mayor Ken Baril – Legal
Councillor Amber Harris – Gibbons	Mayor Lisa Holmes – Morinville

CRB Administration:

Doug Lagore, CEO	Stephanie Chai, Director of Special Projects
Sharon Shuya, Project Manager	Charlene Chauvette, Office Manager
Neal Sarnecki, Project Manager	Brandt Denham, GIS Coordinator
Brendan Pinches, Project Manager	Amanda Borman, Executive Assistant
Loreen Lennon, Communications Manager	Lisa Saskiw, Administrative Assistant

1. Call to Order

Called to order 9:00 a.m.

2. Chair's Opening Remarks

Chair Crouse reminded members that unless there is a REF for the January meeting we will be cancelling that date, however this cannot be confirmed until the REF appeal period of December 18 has passed. Chair Crouse advised members that, due to the Growth Plan Update Workshop, Administration will be arranging for a compact meeting agenda on February 12, 2015. Chair Crouse noted the absence of member representatives from Calmar, Gibbons, Legal and Morinville noting that their votes would be recorded in the affirmative for the meeting unless previously requested otherwise. Following that comment, Chair Crouse further noted that the Town of Gibbons requested via email that its response to agenda item #7a be recorded in the negative. Chair Crouse reminded members that Towns and Villages are able to submit their votes by any method they wish.

3. Approval of Agenda

Moved by Mayor Boyd. **Accepted by** Chair.

B2014-89

Motion: To approve the Agenda of December 11, 2014, as amended by a Handout.

Motion carried unanimously.

4. Approval of Minutes

Moved by Mayor Lindsay. **Accepted by** Chair.

B2014-90

Motion: To approve the Minutes of November 13, 2014.

Motion carried unanimously.

5. Governance, Priorities & Finance Committee

a. 2015 / 2016 Proposed Budget

Moved by Mayor Berube. **Accepted by** Chair.

Motion: That the Capital Region Board approve the 2015 – 2016 proposed budget at the \$600,000 membership support level, as recommended by the Governance, Priorities & Finance Committee.

Mayor Boyd moved an amendment. Amendment accepted by Chair.

Amendment: That the motion be amended to read that membership support be at the \$300,000 level.

6 in favour, 18 opposed. Not supported by 17 or more municipalities comprising more than 75 percent of the population. **Amendment failed.**

B2014-91

Motion: That the Capital Region Board approve the 2015 – 2016 proposed budget at the \$600,000 membership support level, as recommended by the Governance, Priorities & Finance Committee.

16 in favour, 8 opposed. Not supported by 17 or more municipalities comprising more than 75 percent of the population. **Motion failed.**

6. Regional Services Committee

a. GIS Policy

Moved by Mayor Smith. Accepted by Chair.

B2014-92

Motion: That the Capital Region Board approve the GIS Policy (G018), as recommended by the Regional Services Committee.

Motion carried unanimously.

7. Postponed Motion

a. Planning Session to review CRB Voting Structure

No mover required

B2013-59

Motion: That the Capital Region Board hold a planning session of all Board members to review the current Voting Structure (Section 6 subsections (2) and (3)), of the Capital Region Regulations and bring back recommendations to the Capital Region Board, regarding the Regulation's functionality.

10 in favour, 14 opposed. Not supported by 17 or more municipalities comprising more than 75 percent of the population. **Motion failed.**

2015 / 2016 Proposed Budget Continuation

Moved by Mayor Choy. Accepted by Chair.

B2014-93

Motion: That the Capital Region Board approve collecting \$600,000 from its membership for matching funding from the Province and that the Board directs Administration to propose a new work plan for the additional \$1.2 million dollars.

16 in favour, 8 opposed. Not supported by 17 or more municipalities comprising more than 75 percent of the population. **Motion failed.**

8. Administrative Items

a. CEO's Update

Mr. Lagore reminded members to submit all CRB claim forms to administration.

b. Change in Fiscal Year End

Moved by Mayor Berube. **Accepted by** Chair.

B2014-94

Motion: WHEREAS the Province will likely be changing the year end for the Capital Region Board to March 31.

AND WHEREAS the Province will require that the CRB approve a budget for the period January 1, 2015 to March 31, 2015.

NOW THEREFORE BE IT RESOLVED that the CEO (or designate) be delegated the authority to prorate the approved 2014/2015 Budget to cover the period January 1, 2015 to March 31, 2015 and submit it to the Province accordingly.

Motion carried unanimously.

9. Board Information Requests Update

At the request of the members all Board Information Requests will not be considered completed until they have been sent as an update to the Board and communicated back to the original inquiring member.

10. Committee/Task Force Minutes

a. **Governance, Priorities & Finance Committee** – *draft minutes and Chair update provided*

b. **Growth Plan Update Task Force** – *draft minutes and Chair update provided*

Handout 1 and short presentation on the Growth Plan Update given by Sharon Shuya, CRB Manager, Regional Projects.

11. Other Business – In-Camera

c. CEO Candidate

Moved by Mayor Choy. **Accepted by** Chair.

B2014-95

Motion: That the Capital Region Board move In-Camera, pursuant to section 25 of FOIP to discuss the selection of the new Chief Executive Officer.

Motion carried unanimously.



Moved by Mayor Skinner. **Accepted by** Chair.

B2014-96

Motion: That the Capital Region Board move out of In-Camera.

Motion carried unanimously.

12. Adjournment

The Chair declared the meeting adjourned at 10:50 a.m.

CRB Chair, Nolan Crouse

CRB CEO, Malcolm Bruce

**Proposed Priority “A” Projects 2015-2016 Budget****Recommended Motion**

That the Capital Region Board approve the Proposed Priority “A” Projects 2015-2016 Budget as recommended by the Governance, Priorities & Finance Committee.

Background

- The Capital Region Board has been funded by the Government of Alberta since its inception in 2008. For the first five years through 2013 the funding was \$3 million annually. With the approval of last year’s provincial budget, the funding increased to \$3.5 million for 2014. However, starting in 2015, the core operating grant will be reduced to \$3 million with the option for up to an additional \$600,000 in grant funding, provided member municipalities contribute a matching amount of funding to the CRB.
- In September 2014 three budget scenarios were presented to the Governance, Priorities & Finance Committee (GPF) for consideration based on 1) no membership contribution, 2) a \$300,000 membership contribution, and 3) a \$600,000 membership contribution, using the cost sharing formula in the Capital Region Growth Plan.
- The Governance, Priorities & Finance Committee approved a motion recommending the Board consider the Proposed Budget with the \$600,000 membership contribution, which would be matched by the Government providing an additional \$1.2 million in funding for 2015-2016 to the Board to support its work.
- On December 11, 2014, the Board defeated a motion to approve the 2015-2016 Budget with a \$600,000 membership contribution. CRB Administration was directed to return to the GPF with a revised budget with no membership contribution.
- CRB Administration revisited the Budget following the Board meeting and updated the \$3 million Budget scenario (no membership contribution) based on the most recent financial information available at the end of 2014 and working with the Committees to prioritize work plan projects.
- On January 21, 2015, the GPF Committee approved a motion recommending the Board approve the updated Budget prepared by CRB Administration (Attachment 1).

Rationale

- The Proposed Budget is a balanced approach to continuing work in each of the CRB’s four mandated areas: Regional Land Use Planning, Intermunicipal Transit, Affordable Housing, and Geographic Information Services, plus management of the Regional Evaluation Framework.



- The proposed 2015 Budget provides an accounting of the Board's revenues and expenses necessary to: undertake projects required to implement and update the Capital Region Growth Plan; provide support to the Board, Committee, and Task Forces; and maintain ongoing operations.

Attachment:

1. Proposed Capital Region Board Priority "A" Projects 2015-2016 Budget



Proposed "Priority A Projects" 2015-2016 Budget

April 1, 2015 - March 31, 2016

Revenue

GOA Operating Grant	*	\$3,000,000	
Membership Contributions		\$0	
GOA Planning Intern Grant	*	\$0	
Revenue Carryover from prior years		\$1,130,832	
Total Revenue			<u>\$4,130,832</u>

Expenditures

Board and Committees	**	\$266,900	
Administration	***	\$2,206,000	
REF		\$100,000	
Planning Intern		\$0	
Regional Projects			
Project Costs		\$592,500	
Carry over projects	****	\$721,949	
Capital			
Office Furniture/Equipment		\$10,000	
Unallocated Funds		\$233,483	
Total Expenditures			<u>\$4,130,832</u>

Surplus (Deficit)

Accumulate surplus beginning of year		
Accumulate surplus end of year		<u>\$0.00</u>

* Alberta Community Partnership Grants

** includes honorarium, Chair's Retainer, travel and meeting expenses

*** includes office lease, office supplies, legal fees, insurance, IT, salaries/benefits, communications and travel

**** includes GPU, Economic Development strategy, GIS, Records Management

Prepared January 14, 2015

2015/16 Projects Budget Summary

Priority "A" Projects

April 1, 2015 to March 31, 2016

Regional Projects			Amount
Line #	"A" Priority Projects		
1	Integrated Regional Energy Corridors Master Plan	L4	\$ 25,000
2	Agricultural Land Use Study	GPU	\$ 80,000
3	Major Employment Areas Land Use Study	GPU	\$ 75,000
4	Density Implementation Analysis	GPU	\$ 25,000
5	Sub- Regional Housing Needs Assessment	H5	\$ 50,000
6	AMC Retreat/Intergovernmental Advocacy	C1	\$ 7,500
7	GP Advocacy/Communications	C3	\$ 50,000
8	Internal Communications (Roadshow support)	C7	\$ 5,000
9	Transportation Prioritization Report (annual)	L3	\$ 50,000
10	Regional Household Travel Survey (2/3)	T1	\$ 200,000
11	Regional Symposium (FCM)		\$ 25,000
12	Total		\$ 592,500

Prepared January 14, 2015

**Priority “B” Projects Grant Funding**

2015-2016 Budget

Recommended Motion

That the Capital Region Board approve a membership contribution of \$315,000 for the Priority “B” Projects for 2015-2016 as recommended by the Governance, Priorities & Finance Committee.

Background

- The Capital Region Board has been funded by the Government of Alberta since its inception in 2008. For the first five years through 2013 the funding was \$3 million annually. With the approval of last year’s provincial budget, the funding increased to \$3.5 million for 2014. However, starting in 2015, the core operating grant will be reduced to \$3 million with the option for up to an additional \$600,000 in grant funding provided member municipalities contribute a matching amount of funding to the CRB.
- Committee and Task Force members have reviewed and prioritized the proposed projects for 2015-2016 into “A”, “B”, “C” priorities. The Priority “A” projects have been incorporated into the core operating grant funding. Priority “B” & “C” projects are proposed to be funded from the optional grant funding from the province.
- On January 21, 2015, the Governance, Priorities, & Finance Committee approved a motion recommending the Board approve a membership contribution of \$315,000 for the Priority “B” Projects for 2015-2016 (Attachment 1).

Rationale

- As the Board evolves, funding from Board members will be matched by the province to further demonstrate the support for, and importance of, regional collaboration. It is understood that given the current provincial and municipal revenue constraints that it would most prudent of the Board to consider just the “B” priorities at this time.

Attachment:

1. Proposed Capital Region Board Priority “B” & “C” Projects
2. “B” Priority Projects Summaries



Priority "B" & "C" Projects
2015/2016 Budget Year

Regional Projects			Amount
Line #	"B" Priority Projects		
1	Regional Household Travel Survey (⅓ deferred)	T1	\$ 100,000
2	Our Affordable Future: Implementation	H3	\$ 35,000
3	Public Transit Advocacy Strategy	T3	\$ 25,000
4	Regional Housing Plan	H1	\$ 30,000
5	Website Review	C5	\$ 30,000
6	Specialized Transit-Regional Needs Assessment	T2	\$ 125,000
7	Sub- Regional Housing Plan Model	H6	\$ 50,000
8	Regional HOV Study	T4	\$ 150,000
9	Housing Symposium	H2	\$ 85,000
10	Sub Total		\$ 630,000
11	"C" Priority Projects		
12	Vision Communications Plan	C4	\$ 35,000
13	Communications 4-yr Strat/Bus Plan	C2	\$ 10,000
14	Sustainable Development Index-Target Setting	L1	\$ 50,000
15	CRB Brand Review	C6	\$ 75,000
16	Marketing and Awareness Strategy	H4	\$ 90,000
17	Board Retreat	A3	\$ 50,000
18	Board Initiatives		\$ 200,000
19	Sub Total		\$ 510,000

Prepared January 29, 2015

Cost Sharing Allocation Formula

Priority B Projects

\$630,000 cost shared by matching \$315,000 ACP Grant with \$315,000 municipal contribution

Source Data for year 2013:

Municipal Affairs

Population

Equalized Assessment

Instructions: Insert the project amount into cell A.
The spreadsheet will automatically calculate
each municipal share per project.

Formula Variables			
Total Project Cost	\$	315,000	A
Part 1: Core Fee Calculation			
Total Core Fee % Project Cost		10.00%	B
Maximum Total Core Fee \$ to be Allocated (A xB)	\$	31,500	C
Divided by the number of municipalities		24	D
Core Fee per municipality (C/D)	\$	1,313	E
Municipality with lowest Operating Expenses Warburg			
This Municipality's Operating Expenses	\$	1,031,942	F
Core Fee - 1% of Operating Expenses	\$	0.01	G
Total Core Fee - \$ of Operating Expenses (FXG)	\$	10,319	H
Core Fee per municipality for this project (H/D)	\$	430	I
	\$	304,681	J
Part 2: Weighting			
50% - Population	\$	152,340	K
50% - Total Equalized Assessment	\$	152,340	L
Total	\$	315,000	

Municipality	Core Fee (\$)	Population	Cost Allocation by Population %	Cost Allocation by Population \$	Total Equalized Assessment (\$)	Cost Allocation by Eq. Assessment %	Cost Allocation by Total Equalized Assessment	Cost Allocation Total (\$)
City of Edmonton	\$ 430	817498	69.50%	\$ 105,879	\$ 144,126,383,870.0	63.72%	\$ 97,065	\$ 203,373.83
City of Fort Saskatchewan	\$ 430	21795	1.85%	\$ 2,823	\$ 4,974,941,069.0	2.20%	\$ 3,350	\$ 6,603.25
City of Leduc	\$ 430	27241	2.32%	\$ 3,528	\$ 4,463,073,744.0	1.97%	\$ 3,006	\$ 6,963.87
City of Spruce Grove	\$ 430	27875	2.37%	\$ 3,610	\$ 4,240,524,704.0	1.87%	\$ 2,856	\$ 6,896.10
City of St. Albert	\$ 430	61466	5.23%	\$ 7,961	\$ 10,279,575,862.0	4.54%	\$ 6,923	\$ 15,313.79
Lamont County	\$ 430	3872	0.33%	\$ 501	\$ 947,340,860.0	0.42%	\$ 638	\$ 1,569.47
Leduc County	\$ 430	13524	1.15%	\$ 1,752	\$ 6,685,759,816.0	2.96%	\$ 4,503	\$ 6,684.21
Parkland County	\$ 430	30568	2.60%	\$ 3,959	\$ 8,517,816,913.0	3.77%	\$ 5,737	\$ 10,125.52
Strathcona County	\$ 430	92490	7.86%	\$ 11,979	\$ 28,760,464,369.0	12.71%	\$ 19,369	\$ 31,778.24
Sturgeon County	\$ 430	19578	1.66%	\$ 2,536	\$ 5,236,336,962.0	2.31%	\$ 3,527	\$ 6,492.16
Town of Beaumont	\$ 430	14916	1.27%	\$ 1,932	\$ 2,144,638,877.0	0.95%	\$ 1,444	\$ 3,806.19
Town of Bon Accord	\$ 430	1488	0.13%	\$ 193	\$ 141,502,473.0	0.06%	\$ 95	\$ 717.99
Town of Bruderheim	\$ 430	1298	0.11%	\$ 168	\$ 128,993,030.0	0.06%	\$ 87	\$ 684.96
Town of Calmar	\$ 430	1970	0.17%	\$ 255	\$ 239,688,801.0	0.11%	\$ 161	\$ 846.55
Town of Devon	\$ 430	6510	0.55%	\$ 843	\$ 798,252,665.0	0.35%	\$ 538	\$ 1,810.72
Town Of Gibbons	\$ 430	3030	0.26%	\$ 392	\$ 342,711,555.0	0.15%	\$ 231	\$ 1,053.21
Town of Lamont	\$ 430	1753	0.15%	\$ 227	\$ 169,299,754.0	0.07%	\$ 114	\$ 771.04
Town of Legal	\$ 430	1225	0.10%	\$ 159	\$ 119,960,680.0	0.05%	\$ 81	\$ 669.42
Town of Morinville	\$ 430	8569	0.73%	\$ 1,110	\$ 1,105,294,389.0	0.49%	\$ 744	\$ 2,284.18
Town of Redwater	\$ 430	2116	0.18%	\$ 274	\$ 309,855,706.0	0.14%	\$ 209	\$ 912.71
Town of Stony Plain	\$ 430	15051	1.28%	\$ 1,949	\$ 2,249,871,831.0	0.99%	\$ 1,515	\$ 3,894.54
Village of Thorsby	\$ 430	947	0.08%	\$ 123	\$ 87,879,886.0	0.04%	\$ 59	\$ 611.81
Village of Wabamun	\$ 430	661	0.06%	\$ 86	\$ 80,893,856.0	0.04%	\$ 54	\$ 570.07
Village of Warburg	\$ 430	789	0.07%	\$ 102	\$ 50,510,563.0	0.02%	\$ 34	\$ 566.18
TOTAL	\$ 10,319	1176230	100.00%	\$ 152,340	\$ 226,201,572,235.0	100.00%	\$ 152,340	\$ 315,000.00

Prepared on January 29, 2015

"B" PRIORITY PROJECTS SUMMARIES

PROJECTS	BUDGET	DESCRIPTION	CHANGES SINCE 2014 PRESENTATION	IMPACT TO CRB
REGIONAL HOUSEHOLD TRAVEL SURVEY (1/3 DEFERRED)	\$100,000	This City of Edmonton led survey includes participation by the CRB, Alberta Transportation and Alberta Infrastructure. The survey collects comprehensive travel pattern data and information for the region. The survey provides data to update the regional travel model (RTM). The RTM is a tool used by city administration, developers and consultants to forecast future travel and infrastructure needs critical to planning for the future of Edmonton and the region.	<ul style="list-style-type: none"> - Further program information has reduced overall budget estimate from \$500,000 to \$300,000. - First 2/3 of the project is included in Priority A Projects recommended for funding in 2015-2016. - Remaining 1/3 deferred may be completed in the 2016-2017 year. 	<ul style="list-style-type: none"> - Participation in the survey provides access to information and data the CRB could not otherwise afford to do on its own. - Delays project completion: should be considered for funding in 2015-2016 or 2016-2017 budget years.
SPECIALIZED TRANSIT - REGIONAL NEEDS ASSESSMENT	\$125,000	This assessment determines the demand for transit services in the region for persons with disabilities and to determine the CRB's role in enabling specialized transit service across the region.	- None	- Defers assessment of specialized transit needs in the region.
PUBLIC TRANSIT ADVOCACY STRATEGY	\$25,000	The purpose of the project is to develop an Advocacy Strategy and Implementation Plan in establishing partnerships with other levels of government in the advancement of intermunicipal transit.	- Policy Workshop set for March 2015 between CRB and the Calgary Regional Partnership included in the 2014-2015 budget year.	- Defers action to advocate to the Province for transit policy.
REGIONAL HIGH OCCUPANCY VEHICLE (HOV) STUDY	\$150,000	As identified in Transportation Prioritization Report, this study identifies where HOV lanes may be considered in the region to improve mobility. This study will include public transit and HOV's and consider Transit Priority and Queue Jumping within municipalities. This study requires collaboration with Alberta Transportation.	- None	- Defers identification of the HOV priorities in the region.

“B” PRIORITY PROJECTS SUMMARIES

PROJECTS	BUDGET	DESCRIPTION	CHANGES SINCE 2014 PRESENTATION	IMPACT TO CRB
OUR AFFORDABLE FUTURE: IMPLEMENTATION	\$35,000	Our Affordable Future was approved in 2012. To date the recommendations from the report have not been implemented. Implementation includes establishing a housing vision and strategy, identifying ambassadors and champions, pilot projects, and ongoing education and development.	- None	- Delays implementation. Risk of losing momentum on the market affordable housing file.
SUB-REGIONAL HOUSING PLAN MODEL	\$50,000	This plan model confirms the contents and format of sub-regional housing plans, including the determination of required planning processes, roles/responsibilities, targets, timelines, KPIs to be monitored, and implementation strategy for completed plans.	- None	- Delays and defers implementation of housing needs assessments.
REGIONAL HOUSING PLAN	\$30,000	Building on the work from the sub regional housing needs assessments, this project aims to identify priorities and actions by the CRB on housing in the Capital Region.	- None	- Defers consolidation in sub-regional plans with an implementation strategy. - Delays targets for funding, creation of housing units, density, diversity and affordability.
HOUSING SYMPOSIUM	\$85,000	The symposium is an annual event that brings together stakeholders from the region and beyond to discuss and share information on housing issues, opportunities, and successes in the Capital Region.	- None	- Removes an educational event with housing industry and government stakeholders.
WEBSITE REVIEW	\$30,000	The CRB website is the primary means of communication for the Board of its mandate and activities. Continuous review and improvement through updates to the website's functionality and design is critical to successfully providing and distributing the CRB's news and information.	- None	- Defers update to the website.
TOTAL	\$630,000			

**Regional Services Committee****Recommended Motion**

That the CEO work with the Regional Services Committee and the Governance Priorities & Finance Committee, to determine if the need exists any longer for the Regional Services Committee, and if necessary, propose appropriate Board recommendations by August, 2015 in this regard, including any related restructuring recommendations.

Background

- On December 29, 2014, CRB Administration distributed this as a Notice of Motion, on behalf of Mayor Crouse of St. Albert.

CRB Information Request TRACKER

IR #	Request Date	From	Request	Status
2014.01	Feb 13	Fort Saskatchewan	What will be the process for dispersing these line items in the 2014 Budget: <ul style="list-style-type: none"> \$250,000 - Special Projects? \$50,000 - Board Initiatives? 	Complete Feb 21
2014.02	Mar 13	Chair CRB	Clarification of REF withdrawal process: What are the parameters for making amendments and/or withdrawing a REF appeal once it's been made?	Complete Mar 20
2014.03	Apr 10	Chair CRB	Members requested that CRB administration report on the province's position on Agricultural Land Policy.	Complete May 13
2014.04	June 12	Bon Accord	What is impact of potential CRB REDA on local economic development activities in the region?	Complete Oct 24
2014.05	June 12	Chair CRB	How is agricultural land consumption being monitored and/or tracked?	Complete Oct 24
2014.06	June 12	Chair CRB	How does CRB interact with Capital Region Waste Minimization Advisory Committee?	Complete Oct 27
2014.07	July 10	Chair CRB, Bon Accord	Does FOIP demand a minimum time limit or format for keeping Board records?	Complete Oct 27
2014.08	July 10	Chair CRB	Request that a representative of the Ministry of Transportation be invited to attend a Land Use & Planning meeting.	Complete Oct 9
2014.09	Aug 14	Chair CRB	How will the Economic Development Summit be communicated to the media?	Complete Sept 29
2014.10	Sept 11	Chair CRB	How will the Energy Corridors Final Report be communicated?	Complete Sept 22
2014.11	Sept 11	Chair CRB	How will we move forward with the Energy Corridors Final Report?	Complete Sept 21
2014.12	Oct 9	Morinville, Redwater	What will the extra money (\$600K from members) projected in the 2015 budget be used for?	Complete Oct 27
2014.13	Oct 9	Chair CRB	Can the provincial government requisition funds based on the decisions of the Capital Region Board?	In progress
2014.14	Oct 9	Bon Accord	This request serves as clarification for IR.2014.10. How was the Energy Corridors Final Report communicated to Alberta Transportation and how was it accepted?	Complete Oct 27

2014.15	Oct 9	Chair CRB	What additional provincial departments should the Energy Corridors Final Report be communicated to?	Complete Oct 27
2014.16	Oct 9	City of Edmonton	For Priority Growth Areas and Cluster Country Residential Areas, what densities are actually being achieved on growth approved and growth built out since the Regional Growth Plan took statutory effect?	Complete Dec 1
2014.17	Nov 13	Chair CRB to Advocacy & Monitoring committee	How do/should we forward information in the Sift Every Thing Report regarding infrastructure to the Province?	In progress
2014.18	Nov 13	Chair CRB	Seeking clarification from archived recordings to determine if a <i>letter to Municipal Affairs re REF Amendment to delete Section 5.4 b) (ii)</i> has been formally accepted for debate previously.	Complete Dec 1
2014.19	Nov 13	Chair CRB	RE: Warburg Motion: Planning Session to Review CRB Voting Structure Seeking clarification from the archived recordings to determine if this motion was formally accepted for debate previously	Complete Dec 1

Governance, Priorities & Finance Committee

Wednesday, January 21, 2015

1:30 p.m. – 3:30 p.m.

Le Cite Francophone – Hall Jean-Louis Dentinger
8627 Rue-Marie Gaboury NW, Edmonton

Members:

Camille Berube, *Town of Beaumont (Chair)*
Phyllis Kobasiuk, *Parkland County (Vice-Chair)*
Randy Boyd, *Town of Bon Accord*
Art Erickson, *Village of Wabamun*
Glen Finstad, *City of Leduc*
Cathy Heron, *City of St. Albert*
Karen Shaw, *Sturgeon County*
Michael Walters, *City of Edmonton*
Wayne Woldanski, *Lamont County*

Regrets:

Anne Donovan, *Town of Calmar*

CRB Staff & Consultants:

Malcolm Bruce, *CEO*
Doug Lagore, *Outgoing CEO*
Sharon Shuya, *Project Manager*
Loreen Lennon, *Communications Manager*
Neal Sarnecki, *Project Manager*

Guests:

Leslie Chivers, *Sturgeon County*
Gibby Davis, *City of Edmonton*
Troy Fleming, *City of Fort Saskatchewan*
Michelle Hay, *City of Leduc*
Kelly Rudyk, *Strathcona County*
Dana Smith, *City of Leduc*
Pamela Steppan, *Strathcona County*

Stephanie Chai, *Director of Special Projects*
Brandt Denham, *GIS Coordinator*
Charlene Chauvette, *Office Manager*
Amanda Borman, *Executive Assistant*
Lisa Saskiw, *Administrative Assistant*

1. CALL TO ORDER

Chair, Mayor Camille Berube called the meeting to order at 1:32 p.m.

2. Chair's Opening Remarks

Chair Berube welcomed new CEO Malcolm Bruce to the Committee table and requested a round table introduction from the members. Chair Berube conveyed the support of the region to St. Albert for the recent loss of RCMP Const. David Wynn.

3. Approval of Agenda

2015-1

Motion: That the agenda of January 21, 2015 be approved.

Moved by: Mayor Randy Boyd, *Town of Bon Accord*

Decision: Carried unanimously

4. Approval of Minutes of November 3, 2014

2015-2

Motion: That the minutes of November 3, 2014 be approved.

Moved by: Councillor Cathy Heron, *City of St. Albert*

Decision: Carried unanimously

5. Priority "A" Projects 2015-2016 Budget

2015-3

Motion: That the Governance, Priorities & Finance Committee recommend the Capital Region Board approve the Proposed Priority "A" Projects 2015-2016 Budget.

Moved by: Councillor Michael Walters, *City of Edmonton*

Decision: Carried unanimously

6. Priority "B" & "C" Projects Grant Funding

2015-4

Motion: That the Governance, Priorities & Finance Committee recommend the Capital Region Board approve a membership contribution of \$315,000 for the Priority "B" Projects for 2015-2016.

Moved by: Councillor Cathy Heron, *City of St. Albert*

Decision: 7 in favour, 1 opposed. Motion Carried

7. ADJOURNMENT

The Chair declared the meeting adjourned at 2:45 p.m.

Committee Chair, Camille Berube

Growth Plan Update Task Force

Thursday, January 15, 2015

9:00 a.m. – 1:00 p.m.

La Cite Francophone – Hall Jean-Louis Dentinger
8627 Rue-Marie Gaboury NW, Edmonton

Members:

Roxanne Carr, *Strathcona County (Chair)*
Lisa Holmes, *Town of Morinville (Vice Chair)*
Don Iveson, *City of Edmonton*
Gale Katchur, *City of Fort Saskatchewan*
Cathy Heron, *City of St. Albert*
John Schonewille, *Leduc County*
Ralph van Assen, *Village of Warburg*

Regional Strategic Advisors:

Greg Hofmann
Barry Huybens
Clayton Kittlitz
Peter Ohm

Provincial Liaison:

Victoria Brown, *Government of Alberta*

Consultants:

Melanie Hare, *Urban Strategies*
Hassan Shaheen, *ISL Engineering & Land Services*

Regrets:

David Hales, *Regional Strategic Advisor*

Guests:

Nolan Crouse, *Board Chair*
Leslie Chivers, *Sturgeon County*
Gibby Davis, *City of Edmonton*
Linton Delainey, *Strathcona County*
Jordan Evans, *Leduc County*
Stacy Fedechko, *Strathcona County*
Tom Flynn, *Sturgeon County*
Ryan Hall, *Strathcona County*
Jacquie Hansen, *City of St. Albert*
Michelle Hay, *City of Leduc*
Cory Labrecque, *City of Leduc*
Rob Ladouceur, *Town of Morinville*
Jeff Laurier, *GOA - Municipal Affairs*
Bonnie Riddell, *Strathcona County*
Janel Smith-Duguid, *City of Fort Saskatchewan*

CRB Staff:

Neal Sarnecki, *Acting CEO*
Sharon Shuya, *Project Manager*
Loreen Lennon, *Communications Manager*
Stephanie Chai, *Director, Special Projects*
Brandt Denham, *GIS Coordinator*
Amanda Borman, *Executive Assistant*

1. Call to Order

Chair, Mayor Roxanne Carr called the meeting to order at 9:04 a.m.

2. Chair's Opening Remarks

3. Approval of the Agenda

2015-1

Motion: That the Growth Plan Update Task Force agenda be approved.

Moved by: Mayor Gale Katchur, *City of Fort Saskatchewan*

Decision: Carried unanimously

4. Approval of the Minutes, November 28, 2014

2015-2

Motion: That the Growth Plan Update Task Force minutes of November 28, 2014 be approved.

Moved by: Mayor Lisa Holmes, *Town of Morinville*

Decision: Carried unanimously

6. Lunch Break – 30 Minutes

5. Phase 2: Stage 1, Foundational Components

2015-3

Motion: That the Growth Plan Update Task Force endorse the direction of the Imperative and draft Vision statement as presented.

Moved by: Mayor Gale Katchur, *City of Fort Saskatchewan*

Decision: Carried unanimously

8. Phase 2: Next Steps

2015-4

It was agreed by unanimous consensus that the Growth Plan Update Task Force accept the Phase 2: Next Steps as presented.

9. Phase 2: Project Schedule

2015-5

It was agreed by unanimous consensus that the Growth Plan Update Task Force accept the Phase 2: Project Schedule as presented.

7. Communications Plan Update

2015-6

It was agreed by unanimous consensus that the Growth Plan Update Task Force accept the Communications Plan Update as presented.

10. Roundtable: Task Force Meeting Feedback

Mayor Lisa Holmes, advised members that the Town of Morinville would like to host the upcoming March 19, 2015 meeting of the Growth Plan Update Task Force.

11. Adjournment

2015-7

It was agreed by unanimous consensus that the Growth Plan Update Task Force meeting be adjourned.

Meeting adjourned at 12:55 p.m.

Next Meeting: March 19, 2015 at 9:00 a.m., La Cite Francophone – Hall Jean-Louis Dentinger

Task Force Chair, Roxanne Carr