Minutes of the meeting of the Edmonton Metropolitan Region Board held at Grand Ballroom, Chateau Louis Conference Centre on Thursday, November 9, 2017.

Delegates in Attendance:
Dr. Jodi L. Abbott – Board Chair
Mayor Rod Shaigec – Parkland County
Mayor John Stewart – Beaumont
Mayor Stuart Houston – Spruce Grove
Mayor Ray Ralph – Devon
Mayor Cathy Heron – St. Albert
Mayor Don Iveson – Edmonton
Mayor Barry Turner - Morinville
Mayor Gale Katchur – Fort Saskatchewan
Mayor William Choy – Stony Plain
Mayor Bob Young – Leduc
Mayor Rod Frank – Strathcona County
Mayor Tanni Doblanko – Leduc County
Thomas Djurfors – Government of Alberta
Mayor Alanna Hnatiw – Sturgeon County

Regrets: None

EMRB Administration:
Malcolm Bruce, CEO
Charlene Chauvette, Office Manager
Sharon Shuya, Project Manager
Leslie Chivers, Operations Manager
Neal Samecki, Project Manager
Brandt Denham, GIS Coordinator
Stephanie Chai, Project Manager
Amanda Borman, Executive Assistant
Loreen Lennon, Communications Manager
Marlaine Dupre, Administrative Assistant

1. Call to Order
   Called to order 9:13 a.m.

2. Chair’s Opening Remarks
   Chair Abbott provided welcome to the Edmonton Metropolitan Region Board, going on to say that she is pleased to Chair as a non-voting member of the Board given that she has nothing to gain. Chair Abbott also announces that over the next several months she will endeavour to meet each Mayor and visit councils across the region.
Following the Chair’s comments, members were advised that the Board would move directly into the Board Orientation agenda provided.

3. Welcome from the Minister of Municipal Affairs

Minister Shaye Anderson provided welcome to members on behalf of Alberta Municipal Affairs.

4. Introduction: Edmonton Metropolitan Region Board (EMRB)

   a. Housekeeping

      CEO Bruce reviewed the Housekeeping items.

   b. EMRB 101

      CEO Bruce provided members with a comprehensive overview of EMRB.

5. Regulation Overview

   a. Mandate

      CEO Bruce provided members with an overview of mandate regulations.

   b. Governance

      CEO Bruce provided members with an overview of governance regulations.

   c. Fiduciary Responsibility

      CEO Bruce provided members with an overview of fiduciary responsibility.

6. Roles and Responsibilities

   a. Board Chair

      CEO Bruce provided members with an overview of roles and responsibilities for the Board Chair.

   b. Board Member

      CEO Bruce provided members with an overview of roles and responsibilities for Board Members.
c. CEO

CEO Bruce provided members with an overview of roles and responsibilities for the CEO.

7. Administrative Items

a. EMRB Staff Introduction

CEO Bruce provided members with an introduction of the Edmonton Metropolitan Region Board Staff.

b. Website Overview

   i. Meeting and Events
   ii. Documents and Resources
   iii. Expense Claims

Ms. Borman provided members with an overview of the Edmonton Metropolitan Region Board website.

8. Governance Manual Distribution

The Governance Manual provided to members in a complete binder with an announcement that an overview will be provided during the December 14 Board meeting.

9. Growth Plan Distribution

The Edmonton Metropolitan Region Board Growth Plan provided to members in hardcopy with an announcement that an overview will be provided during the December 14 Board meeting.

10. Next Steps

Chair Abbott advised members of the key messages for the December 14 board meeting:
   • Organizational Meeting in December
   • Process for selection of Committee Members
   • Notice of Motion for Regional Agriculture Master Plan Terms of Reference
   • Review Draft 2018/2019 Budget
11. Adjournment

Chair Abbott declares the meeting adjourned at 11:36 a.m.

[Signatures]

EMRB Chair, Dr. Jodi L. Abbott  EMRB CEO, Malcolm Bruce

*The Presentations from this meeting have been posted to the Edmonton Metropolitan Region Board website, under Meetings and Events.*