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

6. Governance, Priorities & Finance Committee
   a. Priority “A” Projects 2015-2016 Budget
   b. Priority “B” Projects Grant Funding

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

   **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

   **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

10. Committee/Task Force Minutes
    a. Governance, Priorities & Finance Committee – Draft Minutes, Chair Update
    b. Growth Plan Update Task Force – Draft Minutes, Chair Update
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 Camille Berube – Beaumont
Mayor Randy Boyd – Bon Accord
Mayor Karl Hauch – Bruderheim
Mayor Stephen Lindop – Devon
Councillor Ed Gibbons – Edmonton (alternate)
Mayor Gale Katchur – Fort Saskatchewan
Mayor Bill Skinner – Lamont
Reeve Wayne Woldanski – Lamont County
Mayor Greg Krischke – Leduc
Mayor John Whaley – Leduc County

Mayor Rodney Shaigec – Parkland County
Mayor Mel Smith – Redwater
Mayor Stuart Houston – Spruce Grove
Mayor William Choy – Stony Plain
Mayor Roxanne Carr – Strathcona County
Mayor Tom Flynn – Sturgeon County
Councillor Lloyd Jardine – Thorsby
Mayor Fred Lindsay – Wabamun
Mayor Ralph van Assen – Warburg
Gary Sandberg – Government of Alberta

Absent:
Councillor Anne Donovan – Calmar
Councillor Amber Harris – Gibbons

Mayor Ken Baril – Legal
Mayor Lisa Holmes – Morinville

CRB Administration:
Doug Lagore, CEO
Sharon Shuya, Project Manager
Neal Sarnecki, Project Manager
Brendan Pinches, Project Manager
L oreen Lennon, Communications Manager

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

**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.

   **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**

   **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.

**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.

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.

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.

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** $4,130,832

### 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** $4,130,832

### Surplus (Deficit)
- Accumulate surplus beginning of year
- Accumulate surplus end of year $0.00

* 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**

<table>
<thead>
<tr>
<th>Regional Projects</th>
<th>Amount</th>
</tr>
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<tr>
<td><strong>&quot;A&quot; Priority Projects</strong></td>
<td></td>
</tr>
<tr>
<td>Line #</td>
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</tr>
<tr>
<td>1. Integrated Regional Energy Corridors Master Plan</td>
<td>L4  $ 25,000</td>
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<tr>
<td>2. Agricultural Land Use Study</td>
<td>GPU $ 80,000</td>
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<tr>
<td>3. Major Employment Areas Land Use Study</td>
<td>GPU $ 75,000</td>
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<td>4. Density Implementation Analysis</td>
<td>GPU $ 25,000</td>
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<tr>
<td>5. Sub- Regional Housing Needs Assessment</td>
<td>H5 $ 50,000</td>
</tr>
<tr>
<td>6. AMC Retreat/Intergovernmental Advocacy</td>
<td>C1 $ 7,500</td>
</tr>
<tr>
<td>7. GP Advocacy/Communications</td>
<td>C3 $ 50,000</td>
</tr>
<tr>
<td>8. Internal Communications (Roadshow support)</td>
<td>C7 $ 5,000</td>
</tr>
<tr>
<td>9. Transportation Prioritization Report (annual)</td>
<td>L3 $ 50,000</td>
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<tr>
<td>10. Regional Household Travel Survey (⅔)</td>
<td>T1 $ 200,000</td>
</tr>
<tr>
<td>11. Regional Symposium (FCM)</td>
<td>$ 25,000</td>
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<tr>
<td><strong>Total</strong></td>
<td>$ 592,500</td>
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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

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

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Cost Fee ($</th>
<th>Cost Allocation by Population</th>
<th>Cost Allocation by Equalized Assessment</th>
<th>Cost Allocation by Total</th>
<th>Cost Allocation Total</th>
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</thead>
<tbody>
<tr>
<td>City of Edmonton</td>
<td>$ 430</td>
<td>$817,988 69.50%</td>
<td>$105,879 $144,126,383,870.0 63.72%</td>
<td>$97,065 $203,373.83</td>
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<td>City of Fort Saskatchewan</td>
<td>$ 430</td>
<td>$117,955 1.85%</td>
<td>$1,723 $4,097,541,869.0 2.20%</td>
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<td>City of Leduc</td>
<td>$ 430</td>
<td>$272,411 2.32%</td>
<td>$3,528 $4,463,073,744.0 1.97%</td>
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<td>$278,757 2.37%</td>
<td>$3,610 $4,240,524,704.0 1.87%</td>
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<td>City of St. Albert</td>
<td>$ 430</td>
<td>$614,666 5.23%</td>
<td>$7,961 $10,729,575,862.0 4.54%</td>
<td>$6,925 $15,313.79</td>
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<td>Lamont County</td>
<td>$ 430</td>
<td>$387,201 3.33%</td>
<td>$5,003 $9,473,340,860.0 0.42%</td>
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<td>Leduc County</td>
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<td>Parkland County</td>
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<td>$305,688 2.60%</td>
<td>$3,959 $8,517,819,130.0 1.77%</td>
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<td>Strathcona County</td>
<td>$ 430</td>
<td>$92,490 7.86%</td>
<td>$11,979 $28,760,464,369.0 12.71%</td>
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<td>Sturgeon County</td>
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<td>$187,978 1.66%</td>
<td>$2,510 $5,236,336,962.0 2.11%</td>
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<td>Town of Beaumont</td>
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<td>$149,161 1.27%</td>
<td>$1,932 $2,144,638,877.0 0.95%</td>
<td>$1,444 $2,806.19</td>
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<td>Town of Bon Accord</td>
<td>$ 430</td>
<td>$1,488 0.13%</td>
<td>$193 $141,502,473.0 0.06%</td>
<td>$95 $171.99</td>
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<td>$168 $1,289,993,030.0 0.06%</td>
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<td>Town of Devon</td>
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<td>$303,992 0.26%</td>
<td>$392 $342,711,555.0 0.15%</td>
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<td>Town of Lacombe</td>
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<td>$81 $669.42</td>
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<td>$856,992 0.73%</td>
<td>$1,110 $1,105,294,839.0 0.49%</td>
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<td>Town of Redwater</td>
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<td>$211,604 0.18%</td>
<td>$274 $309,855,706.0 0.14%</td>
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<td>Town of Stony Plain</td>
<td>$ 430</td>
<td>$150,591 1.28%</td>
<td>$1,949 $2,499,871,831.0 0.99%</td>
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<td>Village of Thorsby</td>
<td>$ 430</td>
<td>$957 0.08%</td>
<td>$123 $8,789,886.0 0.04%</td>
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<td>Village of Wabamun</td>
<td>$ 430</td>
<td>$651 0.06%</td>
<td>$86 $8,083,856.0 0.04%</td>
<td>$54 $570.07</td>
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<td>Village of Warburg</td>
<td>$ 430</td>
<td>$789 0.07%</td>
<td>$102 $50,510,363.0 0.02%</td>
<td>$34 $566.18</td>
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TOTAL     $10,319 117,623,800 100.00% $152,340 $226,201,572,235.0 100.00% $152,340 $315,000.00

Prepared on January 29, 2015
<table>
<thead>
<tr>
<th>PROJECTS</th>
<th>BUDGET</th>
<th>DESCRIPTION</th>
<th>CHANGES SINCE 2014 PRESENTATION</th>
<th>IMPACT TO CRB</th>
</tr>
</thead>
</table>
| 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. | - 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.                                                                                                                  | - 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

<table>
<thead>
<tr>
<th>PROJECTS</th>
<th>BUDGET</th>
<th>DESCRIPTION</th>
<th>CHANGES SINCE 2014 PRESENTATION</th>
<th>IMPACT TO CRB</th>
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<tbody>
<tr>
<td>OUR AFFORDABLE FUTURE: IMPLEMENTATION</td>
<td>$35,000</td>
<td>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.</td>
<td>- None</td>
<td>- Delays implementation. Risk of losing momentum on the market affordable housing file.</td>
</tr>
<tr>
<td>SUB-REGIONAL HOUSING PLAN MODEL</td>
<td>$50,000</td>
<td>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.</td>
<td>- None</td>
<td>- Delays and defers implementation of housing needs assessments.</td>
</tr>
<tr>
<td>REGIONAL HOUSING PLAN</td>
<td>$30,000</td>
<td>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.</td>
<td>- None</td>
<td>- Defers consolidation in sub-regional plans with an implementation strategy.</td>
</tr>
<tr>
<td></td>
<td></td>
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<td></td>
<td>- Delays targets for funding, creation of housing units, density, diversity and affordability.</td>
</tr>
<tr>
<td>HOUSING SYMPOSIUM</td>
<td>$85,000</td>
<td>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.</td>
<td>- None</td>
<td>- Removes an educational event with housing industry and government stakeholders.</td>
</tr>
<tr>
<td>WEBSITE REVIEW</td>
<td>$30,000</td>
<td>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.</td>
<td>- None</td>
<td>- Defers update to the website.</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$630,000</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
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.
<table>
<thead>
<tr>
<th>IR #</th>
<th>Request Date</th>
<th>From</th>
<th>Request</th>
<th>Status</th>
</tr>
</thead>
</table>
| 2014.01| Feb 13       | Fort Saskatchewan| What will be the process for dispersing these line items in the 2014 Budget:  
|         |              |                  | - $250,000 - Special Projects?  
<p>|         |              |                  | - $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 &amp; 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         |</p>
<table>
<thead>
<tr>
<th>Index</th>
<th>Date</th>
<th>Name/Role</th>
<th>Description</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014.15</td>
<td>Oct 9</td>
<td>Chair CRB</td>
<td>What additional provincial departments should the Energy Corridors Final Report be communicated to?</td>
<td>Complete Oct 27</td>
</tr>
<tr>
<td>2014.16</td>
<td>Oct 9</td>
<td>City of Edmonton</td>
<td>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?</td>
<td>Complete Dec 1</td>
</tr>
<tr>
<td>2014.17</td>
<td>Nov 13</td>
<td>Chair CRB to Advocacy &amp; Monitoring committee</td>
<td>How do/should we forward information in the Sift Every Thing Report regarding infrastructure to the Province?</td>
<td>In progress</td>
</tr>
<tr>
<td>2014.18</td>
<td>Nov 13</td>
<td>Chair CRB</td>
<td>Seeking clarification from archived recordings to determine if a letter to Municipal Affairs re REF Amendment to delete Section 5.4 b) (ii) has been formally accepted for debate previously.</td>
<td>Complete Dec 1</td>
</tr>
<tr>
<td>2014.19</td>
<td>Nov 13</td>
<td>Chair CRB</td>
<td>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</td>
<td>Complete Dec 1</td>
</tr>
</tbody>
</table>
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

   **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

   **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

   **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

   **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

   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

   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

   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

   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

   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

   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

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