Board Meeting Agenda
April 9, 2015 – 9:00 a.m. – 10:30 a.m.

Chateau Louis, Grand Ballroom
11727 Kingsway, Edmonton

1. Call to Order
2. Chair’s Opening Remarks
3. Approval of Agenda
4. Approval of Minutes of March 12, 2015
5. Transit Committee
   a. CRB/CRP Transit Policy Workshop
      Recommended Motion: That the Capital Region Board receive the update on
      the CRB/CRP Transit Policy Workshop for information.
6. Growth Plan Update Task Force
   a. Growth Plan Update
      Recommended Motion: That the Capital Region Board approves the process
      for updating the Growth Plan.
7. Board Information Requests Update
8. Committee/Task Force Minutes
   a. Advocacy & Monitoring Committee – Draft Minutes, Chair Update
   b. Transit Committee – Draft Minutes
   c. Growth Plan Update Task Force – Draft Minutes, Chair Update
9. Administrative Items
   a. CEO’s Update
      i. Performance Measurement
      ii. Economic Development Update
      iii. Annual Report Update
      iv. Year End Update
10. Adjournment
Minutes of the meeting of the Capital Region Board
held at Grand Ballroom, Chateau Louis Conference Centre
on Thursday, March 12, 2015

**Delegates in Attendance:**

<table>
<thead>
<tr>
<th>Delegates</th>
<th>Delegates</th>
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</thead>
<tbody>
<tr>
<td>Mayor Nolan Crouse – St. Albert/Chair</td>
<td>Councillor Carol Tremblay – Legal (alternate)</td>
</tr>
<tr>
<td>Mayor Camille Berube – Beaumont</td>
<td>Mayor Lisa Holmes – Morinville</td>
</tr>
<tr>
<td>Councillor Patricia Lee – Bruderheim (alternate)</td>
<td>Mayor Rodney Shaigec – Parkland County</td>
</tr>
<tr>
<td>Mayor Wally Yachmetz – Calmar</td>
<td>Councillor Lori Lumsden – Redwater (alternate)</td>
</tr>
<tr>
<td>Mayor Stephen Lindop – Devon</td>
<td>Mayor Stuart Houston – Spruce Grove</td>
</tr>
<tr>
<td>Councillor Ed Gibbons – Edmonton (alternate)</td>
<td>Mayor William Choy – Stony Plain</td>
</tr>
<tr>
<td>Mayor Gale Katchur – Fort Saskatchewan</td>
<td>Mayor Roxanne Carr – Strathcona County</td>
</tr>
<tr>
<td>Councillor Louise Bauder – Gibbons (alternate)</td>
<td>Mayor Tom Flynn – Sturgeon County</td>
</tr>
<tr>
<td>Mayor Bill Skinner – Lamont</td>
<td>Councillor Rick Hart – Thorsby (alternate)</td>
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<tr>
<td>Reeve Wayne Woldanski – Lamont County</td>
<td>Councillor Art Erickson – Wabamun (alternate)</td>
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<tr>
<td>Mayor Greg Krischke – Leduc</td>
<td>Mayor Ralph van Assen – Warburg</td>
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<td>Mayor John Whaley – Leduc County</td>
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**Absent:**

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<tr>
<td>Mayor Randy Boyd – Bon Accord</td>
<td>Gary Sandberg – Government of Alberta</td>
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**CRB Administration:**

<table>
<thead>
<tr>
<th>CRB Administration</th>
<th>CRB Administration</th>
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<tbody>
<tr>
<td>Malcolm Bruce, CEO</td>
<td>Charlene Chauvette, Office Manager</td>
</tr>
<tr>
<td>Sharon Shuya, Project Manager</td>
<td>Brandt Denham, GIS Coordinator</td>
</tr>
<tr>
<td>Neal Sarnecki, Project Manager</td>
<td>Amanda Borman, Executive Assistant</td>
</tr>
<tr>
<td>Loreen Lennon, Communications Manager</td>
<td>Lisa Saskiw, Administrative Assistant</td>
</tr>
<tr>
<td>Stephanie Chai, Director of Special Projects</td>
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1. Call to Order
   Called to order 10:00 a.m.

2. Chair’s Opening Remarks
   Chair Crouse welcomed new Mayor Wally Yachimetz of the Town of Calmar to the Capital Region Board. Chair Crouse advised members that CEO Malcolm Bruce has been tasked with de-conflicting all stakeholder events with current CRB dates. Chair Crouse announced that unless there is a REF for the July meeting we will be attempting to cancel that date. Chair Crouse stated that to date no response has been received from the province regarding the request for matching funding. Chair Crouse thanked Growth Plan Update Task Force Chair Mayor Roxanne Carr and the 60 attending participants for a successful GPU workshop held February 12 after the Board meeting.

3. Approval of Agenda
   Moved by Councillor Tremblay. Accepted by Chair.
   Motion: To approve the Agenda of March 12, 2015.
   Motion carried unanimously.

4. Approval of Minutes
   Moved by Councillor Tremblay. Accepted by Chair.
   Motion: To approve the Minutes of February 12, 2015.
   Motion carried unanimously.

5. Presentation by TELUS World of Science
   It was with unanimous consensus that the Capital Region Board accept for information the TELUS World of Science presentation as presented by Board chairman, Jackson von der Ohe and President and CEO, Allan Nursall.

6. Governance, Priorities & Finance Committee
      Moved by Mayor Berube. Accepted by Chair.
      Motion: That the Capital Region Board approve the 2014 Audited Financial Statements as prepared by Hawkings Epp Dumont LLP and recommended by the Governance, Priorities & Finance Committee.
      Motion carried unanimously.
7. Advocacy & Monitoring Committee

Moved by Mayor Krischke. Accepted by Vice-Chair.

Motion: That the Capital Region Board approve the CRB Provincial Election Advocacy Strategy for Spring 2015, as recommended by the Advocacy & Monitoring Committee.

23 in favour, 1 opposed. Supported by 17 or more municipalities comprising more than 75 percent of the population. Motion carried.

8. Growth Plan Update Task Force

a. Schedule of Meetings

A short update on the status of work underway on the Growth Plan Update was given to the members by Mayor Roxanne Carr, Task Force Chair.

9. Board Information Requests Update

Mr. Malcolm Bruce, CEO, informed the members that all Information requests can now be found on the Capital Region Board website.

10. Committee/Task Force Minutes

a. Advocacy & Monitoring Committee – draft minutes and Chair update provided
b. Governance, Priorities & Finance Committee – draft minutes and Chair update provided
c. Land Use & Planning Committee – draft minutes and Chair update provided
d. Housing Task Force – draft minutes and Chair update provided

Information Request: Members requested that CRB administration and the Land Use & Planning Committee clarify the rural and urban densities.

11. Transit Committee Update

Committee Chair, Councillor Wes Brodhead provided a brief update to the members regarding the NE section Specialized Transit Needs Assessment and the CRB/CRP Transit Policy Workshop, March 26 in Red Deer.

12. St. Albert – Notice of Motion – Pay to Participate

Mayor Crouse chose not to present the notice of motion to the Board during the March 12 meeting and stated instead that he would bring the item back to the Board at a later date.

13. Administrative Items

a. CEO’s Update

Mr. Bruce provided a brief update to the members announcing that Ms. Stephanie Chai of the administration team would be transitioning into the role of Manager, Regional Projects under
the Housing portfolio. Mr. Bruce also advised members that as of the April 9 Board meeting reserved seating for CAOs will be made available behind the appropriate Board member; and that everyone’s Expense Claim forms are due no later than March 20 for the January 1 to March 31 year end.

14. Adjournment

The Chair declared the meeting adjourned at 11:21 a.m.

CRB Chair, Nolan Crouse          CRB CEO, Malcolm Bruce
CRB/CRP Transit Policy Workshop

Recommended Motion

That the Capital Region Board receive the update on the CRB/CRP Transit Policy Workshop for information.

Background and Update

- A briefing document was prepared by CRB Administration for the Transit Committee’s consideration at its October 16, 2014 meeting, as background information to support the development of the Capital Region’s strategy and plan for discussing Transit Policy with the Province of Alberta.

- Arising from the discussion of the briefing document was a motion by the Committee directing administration to organize a joint facilitated workshop with the Calgary Regional Partnership (CRP) to discuss provincial public transit policy in early 2015.

- On March 26, 2015, the members of the CRB Transit Committee and CRP Regional Transportation & Complete Mobility Committee met in Red Deer to participate in a transit policy workshop. Representatives from Alberta Transportation were also in attendance as observers.

- The workshop was the first ever meeting between CRB and CRP Committees. The meeting found that, while the two organizations and committees are structured and operate differently, there are many areas where they share common goals and objectives that could be leveraged in future discussions with the Province with respect to public transit.

- The workshop included an overview and background of each organization’s work on intermunicipal transit; a facilitated breakout session to discuss ‘How our regional organizations should seek to influence the federal and provincial governments to better support regional transit priorities?'; and a presentation by Shaun Hammond, Assistant Deputy Minister, Alberta Transportation on the Draft Transportation Strategy for Alberta with an emphasis on public transit.

- The transit-focused strategies within the Draft Transportation Strategy for Alberta identified two actions:
  - Promote and improve public transportation services.
  - Improve active transportation connections.

- The actions will be developed based on three key focus areas:
  - Enabling city and regional transit through strategic policies.
  - Supporting rural transit strategies/plans.
  - Enabling accessible, affordable and inclusive transit (i.e. for seniors and persons with disabilities, transit access for aboriginals, etc.).

- An outcome of the workshop was agreement by all three organizations, CRB, CRP and Alberta Transportation, to establish a Fall 2015 date to meet again to review and provide input into the action areas and milestones of the Transportation Strategy for Alberta.
Growth Plan Update

Recommended Motion

That the Capital Region Board approves the process for updating the Growth Plan.

Background

- March, 2010, the Capital Region Growth Plan was approved by the Province and included in the Plan was the Board’s commitment to 'evergreen' the Plan.

- The Board committed to “conducting a full review of all aspects of the Growth Plan at least every five years as part of its on going business planning process”.

- While the Board has approved the update to the Growth Plan through the business planning process, it has not approved the process to update the Plan.

Rationale

- The issue facing the Board is one of Governance over the process to update the Growth Plan. After completing a comprehensive review of where we are in the process and how we got here, the Board has not provided the appropriate level of approval for this project starting with the Project Charter in 2013.

- CRB Administration needs clear direction from the Board and the Approval to proceed with the work to update the Growth Plan by December 2015.

Attachment:

1. Briefing Document - Project History 2015 Growth Plan Update
2. Revised Project Schedule, as of March 27, 2015 (pending Task Force Approval)
Project History 2015 Growth Plan Update

This briefing document describes the history of the CRB Growth Plan Update project from 2013 to the present.

- **CAO Advisory Committee**
  - In February 2013, CRB Administration began the process of consulting with CAOs on what *was working and not working* with the Growth Plan.
  - In March 2013, the CAO Advisory Committee was formed, composed of two cities, two counties, two towns and Edmonton. The mandate was to provide strategic advice on terms of reference to inform the Project Charter for updating the Capital Region Growth Plan.
  - The Advisory Committee included CAOs from St. Albert, Bon Accord, Strathcona, Stony Plain, Devon, Leduc County, Strathcona County, Fort Saskatchewan, and Edmonton. The CAO Advisory Committee was supported by Senior Planning Administration from the Region (David Hales, Greg Hofmann and Clayton Kittlitz). Paul Hanlan from Parkland was invited to join the Planning Advisors, and was unable to participate due to the pending legal action against the Board. *Peter Ohm, Gary Klassen were attending with Simon Farbrother and Peter Ohm was asked to continue on after the CAO Committee was dissolved.*

- **Regional Technical Advisory Committee (RTAC)**
  - In accordance with the Project Charter, “*the core project team would be multidisciplinary consisting of CRB Administration, senior planners from the region, consultants, provincial representatives and subject matter experts*”.
  - The RTAC committee was formed in August of 2013. Doug Lagore received approvals from the CAOs of the respective municipalities to have a member of their staff support this work on behalf of the region.
  - The criteria for selecting the Technical Advisors was senior planning expertise, prior regional planning experience, experience in urban and rural planning issues and knowledge of the region.
  - Invitations for the RTAC went to David Hales, Gregg Hofmann, Peter Ohm, and Clayton Kittlitz, Barry Huybens (iStrategic) and David Klippenstein.
  - Several CAOs in the Region expressed concern with the small group of regional planners selected. The CRB CEO at the time defended the decision to stick with the four senior planners plus two outside consultants who brought unique skills to the committee.
  - The RTAC operated under Terms of Reference, which were later incorporated into the Roles & Responsibilities of the Task Force, approved by the Task Force on November 28, 2014.
• Core Project Team
  o The Core Project Teams consist of Sharon Shuya, Neal Sarnecki, and CRB CEO, RTAC, the Consultants – ISL Engineering and Land Services and Urban Strategies and Strategic Advisors – Gary Gordon & Associates (Housing) Applications Management (Employment), Toma & Bouma Management Consultants (Agriculture) Enid Slack Consulting Inc. (Municipal Finance)
  o The work of the Core Project Team is supported by input from the CAOs in the region and guided by the Task Force.

Decisions / Approvals

• In May 2013, the Regional CAOs reviewed the draft Project Charter and recommended it be presented to the Board for approval.
• July 11, 2013, the CRB accepted the Project Charter, as information, which served as direction to formally initiate the Project.
  o The Project Charter describes the gaps and issues of the current plan Growth Plan update and informed the high level approach.
  o The Project Charter describes the Growth Plan as lacking a strategic focus, needing to be externally focus on the Region’s global competitiveness, address gaps in regional infrastructure priorities to support growth, employment lands, Ag Land Policy and aligned with provincial priorities.
  o The Project Charter also identifies the need to strengthen the framework of the plan, create an integrated plan (one accessible document) and incorporating ways to monitor and measure the success of the plan.
  o Finally, includes a high level approach to the project.

Funding

• CRB has received a total of $1.25 Million dollars in funding towards the Growth Plan update from the province, broken down as follows:
  o In June 2013, the CRB received $500,000,
  o $250,000 in May 2014 and
  o $500,000 in June 2014.
• There is also $180,000 in the Board’s approved 2015/2016 Budget allocated to Growth Plan update projects.

Task Force

• In November 2013, the CRB completed a review of its committees following the 2013 Municipal Election. The Board approved forming a Task Force, reporting directly to the Board to oversee the updating of the Growth Plan.
The Task Force approved a phased approach for the Plan Update. Phase 1 included three projects. Project 1A- Plan Review and Policy Evaluation; Project 1B- Data Inventory & Analysis and Project 1C – Regional Competitive Analysis (Jeremy Heigh Report).

Engagement Plan

Growth Plan Update Projects:

- Phase 1 of the Growth Plan Update commenced late in 2013. This Phase of the Update was a review and evaluation of the existing Growth Plan. On September 14, 2014 the Board received the draft report, “Growth Plan Review: Findings and Recommendations Report” and **endorsed it as the basis for undertaking the Growth Plan update**. The Report included 15 recommendations that were used to inform the scope of work for Phase 2 - Growth Plan Update and Phase 3 – Growth Plan Implementation. The recommendations identified some significant gaps in the current plan that needed to be addressed including – addressing all Land Uses - Employment, Agriculture, Conservation; identify regional infrastructure and ensure better integration of infrastructure with land uses; address economic competitiveness as a region; improve the overall structure of the plan to provide effective guidance and overall accountability and address implementation challenges including governance, funding and regional collaboration.

- Following the September 14, 2014 Board meeting, the Town of Redwater and Town of Bon Accord had questions about some of the Recommendations in the Growth Plan Review Report. On November 20, 2014, the Task Force provided a response to the questions to Redwater and Bon Accord with copies to Board members for information and clarifying that the Board did not have the capacity to address all the recommendations to the level identified in the report.

- On September 4, 2015, the Task Force agreed that the RTAC should be included around the Task Force table, as non voting members. This would allow the Task Force members to develop a better understanding of the technical aspects of the work and the impact on the region. This change was made effective at the next Task Force meeting held on November 28, 2015.

- On November 13, 2014, the CRB received the Regional Competitive Advantage Assessment - **Final Report, Choose to Lead: Building on the Competitive Advantages of the Capital Region**, for information.
  - The intent of the report was to provide the Board a perspective on the economic strengths of the region and an understanding as to how effectively we were positioned to compete on a global scale.
Phase 2 and 3 of the Growth Plan update started in October 2014, with the first meeting of the Task Force being November 28, 2014. At the November 28, 2014 the Task Force Approved the Phase 2 & 3 Work Plan, the draft Communications Plan and the Roles and Responsibilities of the Task Force and other Project Team members.

On March 19, 2015, the Task Force endorsed the draft Vison and Principles, which reflected the input form the Board workshop and All Committees meeting of the Board. In the same meeting the Task Force approved the methodology for revising the CRB 2014-2044 Population Forecast for the purpose of the Growth Plan update and did agree to endorse the general direction of the preferred scenario for further input by the CAOs and the Board. The CRB 2014-2044 Population Forecast has been revised to include Municipal Census data where it is available.

Project Schedule and Workplan

On December 12, 2014 at the CRB Board Meeting Sharon Shuya provide the Board with the Phase 2 & 3 meeting schedule and work plan, for information.

As of March 27, 2015 the Phase 2&3 Project Meeting has been revised to include more engagement from the CAOs and Task Force.

The project schedule now includes the following meetings:

- 2 Board Workshops, in addition to scheduled presentations to the Board and monthly updates by the Task Force Chair
- 2 All-Committee meetings
- 10 Task Force meetings, and with the revised schedule includes the addition of 4 more Task Force Meetings.
- 5 Regional Growth Plan Update Information Sessions in April to include all elected officials in the region, CAOs Municipal Administrations and Chamber and Economic Development Officers.
- 3 Engagement Sessions with the Regional CAOs, with more under consideration and
- 2 External Stakeholder Consultations to include a broad cross-section of interested and/ or affected parties to the Growth Plan. Includes Agriculture, Education, Environment, Infrastructure, Housing, Recreation, Economic Development and First Nations.

Additional meetings with Councils to present the final draft of the updated Growth Plan are under consideration.
Copies of the documents listed below can be found on the CRB website-
http://capitalregionboard.ab.ca/growth-plan-update

3. Current Project Work Plan
### Growth Plan Update: Phase 2 and 3
#### Master Meeting Schedule (as of 27 March 2015)

<table>
<thead>
<tr>
<th>Date</th>
<th>Notes</th>
<th>Stakeholder Group</th>
<th>Location / Time</th>
<th>Focus (subject to change)</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 9</td>
<td>Rescheduled to May 14, 2015</td>
<td>Board Workshop</td>
<td></td>
<td>Preferred Scenario and Growth Plan Outline</td>
</tr>
<tr>
<td>April 9 NEW</td>
<td>Added Meeting</td>
<td>Consultation with Towns and Villages</td>
<td>Chateau Louis Conference Center approx. 10:30 am - 12:30 pm</td>
<td>Growth Plan Update 2.0</td>
</tr>
<tr>
<td>April 9 NEW</td>
<td>Added Meeting</td>
<td>Task Force</td>
<td>Chateau Louis Conference Center approx. 12:45 pm - 4:00 pm</td>
<td>Refined Preferred Direction Discussion</td>
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<tr>
<td>April 9, 2015</td>
<td>Road Show, NEW</td>
<td>All Regional Elected Officials, CAO, Admin</td>
<td></td>
<td>Growth Plan Update 2.0 Overview</td>
</tr>
<tr>
<td>April 22, 2015</td>
<td>Road Show, NEW</td>
<td>All Regional Elected Officials, CAO, Admin</td>
<td></td>
<td>Growth Plan Update 2.0 Overview</td>
</tr>
<tr>
<td>April 23, 2015</td>
<td>Road Show, NEW</td>
<td>All Regional Elected Officials, CAO, Admin</td>
<td></td>
<td>Growth Plan Update 2.0 Overview</td>
</tr>
<tr>
<td>April 29, 2015</td>
<td>Road Show, NEW</td>
<td>All Regional Elected Officials, CAO, Admin</td>
<td></td>
<td>Growth Plan Update 2.0 Overview</td>
</tr>
<tr>
<td>TBC NEW</td>
<td>Added Meeting</td>
<td>Consultation with Counties</td>
<td>CRB Office</td>
<td>Growth Plan Update 2.0</td>
</tr>
<tr>
<td>May 14, 2015</td>
<td>Reschedule to June 12, 2015</td>
<td>BOARD</td>
<td>Board Meeting - Chateau Louis Conference Center</td>
<td>Presentation on Board Agenda</td>
</tr>
<tr>
<td>May 21 NEW</td>
<td>Added Meeting</td>
<td>Task Force</td>
<td>Dow Center, Fort Saskatchewan 9:00 am – 1:00 pm</td>
<td>Refine Preferred Direction and Draft Policy Framework</td>
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<tr>
<td>June 11</td>
<td>CAO Workshop</td>
<td>Chateau Louis Conference Center 1:00 pm – 4:00 pm</td>
<td></td>
<td>Preferred Direction and Draft Policy Framework</td>
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<tr>
<td>June 12</td>
<td>NEW Date</td>
<td>All Committee Meeting</td>
<td>Location TBD 8:30 am - 12:00 pm</td>
<td>Preferred Direction and Draft Policy Framework</td>
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<tr>
<td>June 12</td>
<td>External Stakeholder Consultation</td>
<td>Location TBC 2:00 pm- 5:00 pm</td>
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<td>Preferred Direction and Draft Policy Framework</td>
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<tr>
<td>July 9 NEW</td>
<td>Added Meeting</td>
<td>CAO Workshop</td>
<td>After Board Meeting-Location TBD or Conference</td>
<td>Refine Policy Framework, Draft Implementation Plan</td>
</tr>
<tr>
<td>July 23</td>
<td>Task Force Meeting</td>
<td>La Cite Francophone</td>
<td></td>
<td>Refine Policy Framework, Draft Implementation Plan</td>
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<tr>
<td>August 13</td>
<td>Board Meeting</td>
<td>Chateau Louis Conference Center</td>
<td></td>
<td>Present Draft Growth Plan Policy Framework and Draft Implementation Plan</td>
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<tr>
<td>Sept 16</td>
<td>Joint Task Force / CAO Meeting</td>
<td>La Cite Francophone</td>
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<td>Draft Growth Plan</td>
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Prepared By Sharon Shuya  
Manager, Regional Projects  
27 March 2015
### Growth Plan Update: Phase 2 and 3

**Master Meeting Schedule (as of 27 March 2015)**

<table>
<thead>
<tr>
<th>Date</th>
<th>Prior date</th>
<th>Meeting Type</th>
<th>Location</th>
<th>Description</th>
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<tbody>
<tr>
<td>Sept 17</td>
<td>Sept 16</td>
<td>External Stakeholder Consultation</td>
<td>La Cite Francophone</td>
<td>Draft Growth Plan</td>
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<tr>
<td>Sept 29</td>
<td><strong>NEW</strong></td>
<td>Task Force Meeting</td>
<td>Proposed Conference Call</td>
<td>Review / Finalize Draft Plan Feedback</td>
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<tr>
<td><strong>NEW</strong></td>
<td><strong>NEW</strong></td>
<td><strong>Added Meeting</strong></td>
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<tr>
<td>Oct 8</td>
<td></td>
<td>Board Meeting</td>
<td>Chateau Louis Conference Center</td>
<td>Present Draft Growth Plan &amp; Implementation Plan</td>
</tr>
<tr>
<td>Oct 23</td>
<td><strong>NEW</strong></td>
<td>Task Force Meeting</td>
<td>Location - TBD</td>
<td>Second Draft Growth Plan</td>
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<tr>
<td>Nov 12</td>
<td></td>
<td>Board Meeting</td>
<td>Chateau Louis Conference Center</td>
<td>Final Plan (Notice of Motion)</td>
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<tr>
<td>TBD</td>
<td><strong>NEW</strong></td>
<td><strong>Added Meeting</strong></td>
<td>Location – TBD</td>
<td></td>
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<tr>
<td>Dec 10</td>
<td></td>
<td>Board Meeting</td>
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<td>Final Plan (Motion)</td>
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<tr>
<td>Dec 18</td>
<td></td>
<td>CRB Admin</td>
<td></td>
<td>Submission to the Province</td>
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<tr>
<td>IR #</td>
<td>Request Date</td>
<td>From</td>
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| 2014.01 | Feb 13       | Fort Saskatchewan | What will be the process for dispersing these line items in the 2014 Budget: $250,000 - Special Projects?  
$50,000 - Board Initiatives? | Complete Feb 21 |
<p>| 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 process      |
| 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>
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<thead>
<tr>
<th>IR #</th>
<th>Request Date</th>
<th>From</th>
<th>Request</th>
<th>Status</th>
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<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>
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<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 Follow-up Mar 4, 2015</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>Complete Mar 4, 2015</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</td>
<td>Complete Dec 1</td>
</tr>
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<td>Seeking clarification from the archived recordings to determine if this motion was formally accepted for debate previously.</td>
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<tr>
<td>2015</td>
<td></td>
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<td><strong>2015</strong></td>
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<tr>
<td>2015.01</td>
<td>Feb 12</td>
<td>Chair CRB</td>
<td>Members requested that CRB administration report on whether a position on the Municipal Government Act should be taken by the Board.</td>
<td>Complete Apr 1</td>
</tr>
<tr>
<td>2015.02</td>
<td>Mar 12</td>
<td>CRB Chair</td>
<td>Members requested that CRB administration and the Land Use &amp; Planning Committee clarify the rural and urban densities.</td>
<td>In process: to LUP</td>
</tr>
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CRB Information Request TRACKER updated April 1, 2015
<table>
<thead>
<tr>
<th>Request Date</th>
<th>From</th>
<th>Request</th>
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<tbody>
<tr>
<td>Feb 12, 2015</td>
<td>CRB Chair</td>
<td>Members requested that CRB administration report on whether a position on the <em>Municipal Government Act Review</em> should be taken by the Board.</td>
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<tr>
<th>Response Date</th>
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<th>Response</th>
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| April 1, 2015 | AMC  | Administration brought IR 2015.01 and a Briefing Note on status of CRB positioning on MGA Review to the Advocacy & Monitoring Committee for discussion at the committee’s March 12, 2015 meeting.  

In the Briefing Note it was noted that on August 14, 2014 the City of Leduc withdrew its motion to have the CRB Chair, in a letter, ask the Minister of Municipal Affairs to recognize the CRB in the MGA Review, and that no other input on the subject had been received from members.  

It concluded: *To date, there has been no formal input regarding the Municipal Government Act (MGA) review by the Capital Region Board to the Government of Alberta.*  

Following discussion, AMC unanimously passed the following motion at the March 12, 2015 meeting:  

**Motion:** That the Advocacy & Monitoring Committee, subject to discussion with the missing Committee members on March 12, recommends the MGA Review matter be brought back to the Capital Region Board for discussion and/or approval.  

Following consultation with all members as above, AMC has affirmed the status quo and recommends the Capital Region Board take no position on the *Municipal Government Act Review* at this time.
Advocacy & Monitoring Committee

Thursday, March 12, 2015
12:30 p.m. – 2:30 p.m.
Chateau Louis – Leland Room
11727 Kingsway Edmonton, AB

Members:
Greg Krischke, City of Leduc (Chair)
Ed Gibbons, City of Edmonton (Alternate)
Camille Berube, Town of Beaumont
Wes Brodhead, City of St. Albert
Nolan Crouse, City of St. Albert
Tom Flynn, Sturgeon County

Guests:
Leslie Chivers, Sturgeon County
Gibby Davis, City of Edmonton
Dwight Ganske, Town of Stony Plain
Jacquie Hansen, City of St. Albert
Kelly Rudyk, Strathcona County
Yolande Shaw, Strathcona County
Patty Walker, City of Fort Saskatchewan

Regrets:
Mel Smith, Redwater

CRB Staff & Consultants:
Malcolm Bruce, CEO
Neal Sarnecki, Project Manager
Loreen Lennon, Communications Manager
Stephanie Chai, Director, Special Projects

Brandt Denham, GIS Coordinator
Amanda Borman, Executive Assistant
Maurice Fritze, Consultant

1. CALL TO ORDER

Chair, Mayor Krischke, called the meeting to order at 11:50 a.m.

2. Chair Opening Remarks

3. Approval of Agenda

It was agreed by unanimous consensus the Advocacy & Monitoring Committee approve the March 12, 2015 agenda.
4. Approval of the Minutes

Motion: That the minutes of February 12, 2015 be approved.
Moved by: Councillor, Ed Gibbons, City of Edmonton
Decision: Carried unanimously

5. Updates from Chairs of Standing Committees

It was agreed by unanimous consensus the Advocacy & Monitoring Committee receive for information the updates from the Standing Committee Chairs.

6. Strategic Advocacy

   a. CRB Provincial Election Advocacy

      It was agreed by unanimous consensus that the Advocacy & Monitoring Committee receive for information the CRB Provincial Election Advocacy as presented by Loreen Lennon and Maurice Fritze.

7. Update on Membership Review Process

   Motion: That the Advocacy & Monitoring Committee receive the membership review process report and refer the matter to the Governance, Priorities & Finance Committee.
   Moved by: Mayor Tom Flynn, Sturgeon County
   Decision: Carried unanimously

8. MGA Discussion (Board IR)

   Motion: That the Advocacy & Monitoring Committee, subject to a discussion with the missing committee member on March 12, recommends the MGA Review matter be brought back to the Capital Region Board for discussion and/or approval.
   Moved by: Mayor Tom Flynn, Sturgeon County
   Decision: Carried unanimously

9. CEO Update

   a. Performance Measurement Discussion

      It was agreed by unanimous consensus that the Advocacy & Monitoring Committee receive for information the Performance Measurement as presented by CEO, Malcolm Bruce.
b. Engagement Framework

It was agreed by unanimous consensus that the Advocacy & Monitoring Committee receive for information the Engagement Framework as presented by CEO, Malcolm Bruce.

10. ADJOURNMENT

The Chair declared the meeting adjourned at 1:23 p.m.

Committee Chair, Greg Krischke
Transit Committee

Friday, March 13, 2015
9:00 a.m. – 11:30 a.m.
La Cite Francophone – Hall Jean-Louis Dentinger
8627 rue Marie-Anne-Gaboury (91 Street), Edmonton

Members:
Wes Brodhead, City of St. Albert (Chair)
Michael Walters, City of Edmonton (Vice Chair)
Gale Katchur, City of Fort Saskatchewan
Dana Smith, City of Leduc
Susan Evans, Sturgeon County

Provincial Liaison:
Lawrence Schmidt, Government of Alberta

Regrets:
Searle Turton, City of Spruce Grove
Brian Botterill, Strathcona County

Guests:
Nolan Crouse, Board Chair
Gibby Davis, City of Edmonton
Tanya Hugh, Town of Devon
Patrick Inglis, City of Spruce Grove
Joan Mmbaga, Government of Alberta
Tara Pidborschynski, University of Alberta
Rick Preston, UDI Edmonton Region
Yolande Shaw, Strathcona County
Glenn Tompolski, City of St. Albert
Kevin Wenzel, City of Leduc
Forest Yang, Strathcona County

CRB Staff & Consultants:
Malcolm Bruce, CEO
Neal Sarnecki, Project Manager
Sharon Shuya, Project Manager
Loreen Lennon, Communication Manager

Stephanie Chai, Director of Special Projects
Lisa Saskiw, Administrative Assistant
Dr. Bonnie Dobbs, University of Alberta

1. Call to Order

Chair, Wes Brodhead called the meeting to order at 9:00 a.m.

2. Chair Opening Remarks
3. Approval of Agenda

**Motion:** That the Transit Committee agenda of March 13, 2015 be approved, as amended to add discussion item “Park & Ride Strategy”.

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

**Decision:** Carried unanimously

4. Approval of Minutes, October 16, 2014

**Motion:** That the Transit Committee minutes of October 16, 2014 be approved.

**Moved by:** Councillor Dana Smith, *City of Leduc*

**Decision:** Carried unanimously

5. Transit Committee 2015/2016 Project Summary

It was agreed by unanimous consensus that the Transit Committee receive the Transit Committee 2015/2016 Project Summary presentation as information.

6. Project Updates

6.1 CRB Transportation Needs Assessment

Dr. Bonnie Dodds from the University of Alberta presented the preliminary survey results of the CRB Transportation Need Assessment for the northeast subregion consisting of Bruderheim, Lamont, Lamont County and Redwater for the Committee's information.

6.2 Intermunicipal Transit Governance Study

**Motion:** That the Transit Committee accept the CRB Transportation Needs Assessment and Intermunicipal Transit Governance Study project updates as information.

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

**Decision:** Carried unanimously

7. Municipal Finance Aspects of Capital Region Growth Plan

It was agreed by unanimous consensus that the Transit Committee receive the Municipal Finance Aspects of Capital Region Growth Plan as information.
8. CRB/CRP Transit Policy Workshop – March 26, 2015

It was agreed by unanimous consensus that the Transit Committee receive the CRB/CRP Transit Policy Workshop information as presented.

9. Reschedule September 24, 2015 Committee meeting

It was agreed by unanimous consensus that the CRB Administration be directed to survey the Transit Committee with proposed dates to reschedule the September 24, 2015 Committee meeting.

10. Adjournment

It was agreed by unanimous consensus that the Transit Committee meeting be adjourned.

Meeting adjourned at 10:32 a.m.

Next Meeting: May 28, 2015 at 9:00 a.m., La Cite Francophone – Hall Jean-Louis Dentinger

Transit Committee Chair, Wes Brodhead
Growth Plan Update Task Force

Thursday, March 19, 2015
9:00 a.m. – 1:00 p.m.
Morinville Community Cultural Centre
9502 – 100 Avenue, Morinville

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
Tanni Doblanko, Leduc County (alternate)

Guests:
Nolan Crouse, Board Chair
Grant Bain, Leduc County
Leslie Chivers, Sturgeon County
Stephen Dafoe, Town of Morinville
Gibby Davis, City of Edmonton
Jordan Evans, Leduc County
Susan Evans, Sturgeon County
Brennan Fitzgerald, Town of Morinville
Andrea Friedman, Urban Strategies
Ryan Hall, Strathcona County
Jacquie Hansen, City of St. Albert
Cory Labrecque, City of Leduc
Cory Levasseur, City of Spruce Grove
Lori Lumsden, Town of Redwater
Elaine Milliken, Town of Lamont
Janel Smith-Duguid, City of Fort Saskatchewan
Mel Smith, Town of Redwater
Yolande Shaw, Strathcona County
Collin Steffes, Sturgeon County
Pamela Steppan, Strathcona County

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

Regrets:
Ralph van Assen, Village of Warburg
Victoria Brown, Government of Alberta
Barry Huybens, Regional Strategic Advisor

CRB Staff:
Malcolm Bruce, CEO
Sharon Shuya, Project Manager
Neal Sarnecki, Project Manager
Lisa Saskiw, Administrative Assistant

1. Call to Order

Chair, Mayor Roxanne Carr called the meeting to order at 9:05 a.m.
2. Chair’s Opening Remarks

3. Approval of the Agenda

Motion: That the Growth Plan Update Task Force agenda of March 19, 2015 be approved, as amended to add three additional motions to item #5.
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 January 15, 2015 be approved.
Moved by: Councillor Cathy Heron, City of St. Albert
Decision: Carried unanimously

5. Phase 2 – Stage 2 Analysis and Scenarios

Motion #1: That the Growth Plan Update Task Force endorse the draft Vision and Principles as presented.
Moved by: Councillor Cathy Heron, City of St. Albert
Decision: Carried unanimously

Motion #2: That the Growth Plan Update Task Force approve the methodology for revising the CRB 2014-2044 Population Forecast for the purpose of the Growth Plan Update.
Moved by: Mayor Don Iveson, City of Edmonton
Decision: Carried unanimously

Motion #3: That the Growth Plan Update Task Force endorse the general direction of the preferred scenario for further input by the CAOs and the Board.
Moved by: Mayor Lisa Holmes, Town of Morinville
Decision: Carried unanimously

6. Lunch Break – 10 Minutes

7. Communications Plan Update

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

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

**Motion:** That the Growth Plan Update Task Force agreed to meet in place of the Board Workshop and move the Board Workshop from April 9, 2015 to May 14, 2015.

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

10. Roundtable: Task Force Meeting Feedback

Mayor Gale Katchur, advised members that the City of Fort Saskatchewan would like to host the upcoming July 23, 2015 meeting of the Growth Plan Update Task Force.

11. Adjournment

**Motion:** That the Growth Plan Update Task Force meeting be adjourned.

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

**Decision:** Carried unanimously

Meeting adjourned at 1:07 p.m.

**Next Meeting:** April 9, 2015 following the Towns/Villages Workshop, Chateau Louis Conference Centre

Task Force Chair, Roxanne Carr
CRB Performance Measurement Register

The recently published CRB Strategic Plan for 2014-2018 outlines four Strategic Priorities for the Board to achieve over the plan’s duration. In order to keep the Board apprised of the ongoing progress of the four priorities, CRB Administration has created a Performance Measurement Register that identifies the high level details for each of the priorities.

On March 12, 2015 the Advocacy & Monitoring Committee reviewed the draft Performance Measurement Register and it was suggested administration report the status of the Strategic Priorities bi-annually to the Board, while continuing to update the Advocacy & Monitoring Committee through a standing agenda item.

Attachment:
   1. CRB Strategic Plan 2014-2018, Performance Measurement Register
### CRB Strategic Plan 2014 – 2018 Priorities

#### Performance Measurement Register

**March 18, 2015**

<table>
<thead>
<tr>
<th>Strategic Priorities</th>
<th>Purpose</th>
<th>Key Results</th>
<th>Status</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1 - REGIONAL VISION</strong></td>
<td>The Board develops a strong, long-term vision for the whole region based on the desires and dreams of the region’s municipalities and citizens.</td>
<td><strong>KR 1.1:</strong> Regional stakeholders and citizens are engaged, and they develop a long term vision for the whole region. <strong>KR 1.2:</strong> The Board adopts its long term Regional Vision.</td>
<td>- Separate and distinct from the Growth Plan - Recommended to be addressed after the GPU is completed</td>
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<tr>
<td><strong>2 - COLLABORATIVE CULTURE (The How)</strong></td>
<td>The Board’s activity promotes a collaborative culture among members. CRB focuses its efforts on high level issues that impact the region.</td>
<td><strong>KR 2.1:</strong> The Board understands the distinctive characteristics and needs of rural and urban members. <strong>KR 2.2:</strong> CRB improves collaboration and governance practices through education, best practice research, educational speakers and workshops. <strong>KR 2.3:</strong> CRB members agree on priority high level issues for the region and are validated on a regular basis. <strong>KR 2.4:</strong> CRB actively pursues partnerships and collaboration with specific regional stakeholder organizations.</td>
<td>-Road Show, sub regional focus where needed (Specialized transit needs assessment) -high level of stakeholder engagement amongst all stakeholder (DM Mtg 29 Jan), workshops, summit (transit – 26 Mar and 4 June) - Leadership (EcDev Initiative) -Integrated Regional Transportation Plan (10 and 3 year infrastructure priorities) &amp; Green Trip Funding priorities -Collaboration with CRP on transit issues -Challenges: Budget</td>
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<tr>
<td><strong>3 - REGIONAL GROWTH PLAN (The What)</strong></td>
<td>The Board develops and implements a high level, long term growth plan for the region, which is approved by the Government of Alberta.</td>
<td><strong>KR 3.1:</strong> A high level growth plan is prepared and adopted by the CRB. <strong>KR 3.2:</strong> The Government of Alberta reviews and approves the Regional Growth Plan. <strong>KR 3.3:</strong> A process for approving and incorporating the Capital Region Growth Plan into Government of Alberta policy environments is developed, negotiated with Government of Alberta and approved</td>
<td>- Delivery by Dec 2015 to province - <strong>Additional considerations:</strong> CRB committee and Adm structure needed to support the new GP – do we have it right? - Key Performance Indicators</td>
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by Capital Region Board.

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<tr>
<th>4 - GLOBAL COMPETITIVENESS (The Why)</th>
<th>The Board understands the global situation and positioning of the region and the strategic opportunities to compete globally.</th>
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<tbody>
<tr>
<td><strong>KR 4.1:</strong> The CRB explores the regional economic development landscape and identifies opportunities for CRB to add value.</td>
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<tr>
<td><strong>KR 4.2:</strong> The economic landscape is mapped and understood, and regional stakeholders are educated on our regional strategic advantages.</td>
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<td><strong>KR 4.3:</strong> Through this research on the economy, trust and collaboration increases and mutually agreed new roles evolve.</td>
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<tr>
<td><strong>KR 4.4:</strong> Development approval processes across the region are improved and streamlined.</td>
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<td><strong>KR 4.5:</strong> A uniform regional site selector tool is developed.</td>
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- EcDev Initiative launched in January 2015
- GIS launch in 2015

**Legend:**

Colours – Green significant progress; Yellow a work in progress; red either yet to be initiated or just started

Arrows – Up progressing according to plan; side ways no progress started