Metropolitan Region Servicing Plan Task Force

Friday, May 1, 2020
8:30 a.m. – 9:30 a.m.
Virtual Meeting via Zoom
Public Viewing via YouTube

Task Force Members:
Ray Ralph, Town of Devon (Chair)
Dave Anderson, Strathcona County (Vice Chair)
Gordon Harris, City of Fort Saskatchewan
Don Iveson, City of Edmonton
Tanni Doblanko, Leduc County
Ray Watkins, City of St. Albert
William Choy, Town of Stony Plain

Advisory Group Members:
Kendra Raymond, City of Beaumont
Shawn Olson, City of Leduc
Brad White, Town of Morinville
Leo Girard, Parkland County
Corey Levasseur, City of Spruce Grove
Travis Peter, Sturgeon County

EMRB Staff:
Karen Wichuk, CEO
Sharon Shuya, Director, Regional Growth Planning
Debra Irving, Senior Project Manager
Stephanie Chai, Project Manager
Taylor Varro, Project Manager
Ron Cook, Manager of GIS and Business Intelligence
Dan Rose, Senior Communications Advisor
Carol Moreno, Project Coordinator
Joseana Lara, Municipal Planning Intern
1. Opening

1.1 Quorum

Quorum achieved; 6 of 7 voting members present.

1.2 Call to Order

Chair Ralph called the meeting to order at 8:39 a.m.

1.3 Chair Opening Remarks

Chair Ralph welcomed members of the Task Force and regional stakeholders to the first official and public virtual meeting hosted by the EMRB. Chair Ralph thanked the Task Force, the Advisory Group, and technical experts for their efforts to date in successfully developing the inaugural Metropolitan Region Servicing Plan.

Chair Ralph noted that since the Board approval of the inaugural MRSP last fall, he has accompanied EMRB Administration to present the MRSP at six council meetings around the Region and looks forward to joining the remaining councils as they rescheduled for future dates.

Lastly, Chair Ralph acknowledged the current environment and appreciates that the impacts of COVID-19 in the Region require appropriate adjustment, but through great leadership the Region will come through this stronger together.

2. Approval of Agenda

Motion: That the Metropolitan Region Servicing Plan Task Force approve the May 1, 2020 meeting agenda.

Moved by: Councillor Harris

Accepted by: Chair

Decision: Carried unanimously

3. Approval of Minutes

Motion: That the Metropolitan Region Servicing Plan Task Force approve the November 21, 2019 meeting minutes.

Moved by: Mayor Iveson

Accepted by: Chair

Decision: Carried unanimously

4. MRSP Standing Committee Terms of Reference

Chair Ralph identified the MRSP Standing Committee Terms of Reference as the main item for discussion and invited Ms. Shuya to walk through the Terms of Reference and answer any questions.
Ms. Shuya reviewed the Terms of Reference and noted that the main purpose of the MRSP Standing Committee is to provide strategic leadership and to provide advice and direction for the implementation of the MRSP through the work of the regional collaboratives. The MRSP Standing Committee will provide leadership and advise to the Board. It will review and approve work plans, report on progress and performance, monitor ongoing opportunities and challenges, monitor risks and mitigations strategies, and prioritize projects that require any additional research, collaboration with technical experts, and funding.

Ms. Shuya noted that while projects will be brought to the Board for approval, municipal participation in those projects will be voluntary. The MRSP Standing Committee will be comprised of five members of the Board, including one City, one Town, two Counties and the City of Edmonton, and may be supplemented by subject matter expertise, as required.

Ms. Shuya also identified the opportunity to have an ongoing Standing Committee, however, the term of this Committee will be determined by the Board and look to new appointments following the 2021 Municipal Election.

Councillor Watkins joined the meeting at 8:52 a.m.

The Task Force discussed whether named alternates would be necessary given the limited number of meetings. They also contemplated a possible amendment to allow for alternates from the same type of municipality as opposed to a Council member from their own municipality. Members noted that this may encourage greater communication between member municipalities but shared their concerns as well.

No formal amendment to the Terms of Reference was presented, however, the Board may elect to revisit the topic when the document goes for approval on May 14, 2020. Task Force members interested in proposing a new approach to alternate members will be afforded time to prepare their arguments and provide the Board with materials to support their proposal.

The Task Force requested an update on how the work plans will be put forward for each of the Regional Collaboratives. CEO Wichuk explained that the work plans will be developed and approved by the MRSP Standing Committee. Following the recommended phased approach, CEO Wichuk indicated the precise timing for standing up each Collaborative will be determined given appropriate consideration of the current situation.

**Motion:** That the Metropolitan Region Servicing Plan Task Force endorse and recommend the MRSP Standing Committee Terms of Reference to the Edmonton Metropolitan Region Board for approval.

**Moved by:** Councillor Anderson
**Accepted by:** Chair
**Decision:** Carried unanimously
5. **Next Steps**

Ms. Shuya identified the next steps is to prepare an email to all Board members to advise them of the appointment of members to the MRSP Standing Committee and to encourage members to have offline discussions to identify Committee nominees prior to the May 14, 2020 Board meeting, if possible. At the same meeting, the MRSP Task Force will be disbanded.

Ms. Shuya also noted that municipal capacity will determine how quickly work can begin on the first Regional Collaborative.

Ms. Shuya noted there are six council presentations pending and suggested that if any of those municipalities are interested in undertaking the presentations virtually, EMRB Administration is able to do so.

6. **Adjournment**

Chair Ralph encouraged everyone in attendance to provide any comments or feedback to EMRB Administration regarding the virtual meeting.

Chair Ralph expressed sincere thanks to the Task Force, Project Team, and others as this marked the last formal Task Force meeting.

Chair Ralph declared the meeting adjourned at 9:20 a.m.

Task Force Chair, Ray Ralph