Board Meeting
Comprehensive Agenda
December 10, 2015 – 9:00 – Noon
Chateau Louis, Grand Ballroom
11727 Kingsway, Edmonton

1. Call to Order

2. Chair’s Opening Remarks

Consent Agenda Items:

**Motion:** That the Capital Region Board approve the meeting agenda, its previous meetings minutes and the updated municipal membership for the Housing Committee.

3. Approval of Agenda

4. Approval of Minutes of October 8, 2015  
   Pg. 3 of 58

5. Approval of Minutes of November 12, 2015  
   Pg. 11 of 58

6. Municipal Membership Update – Housing Committee  
   Pg. 15 of 58

7. Governance, Priorities & Finance Committee

   a. 2016/17 Budget  
      Pg. 17 of 58

      **Recommended Motion:** That the Capital Region Board approve the 2016-2017 Budget as recommended by the Governance, Priorities & Finance Committee.

8. Board Information Requests Update  
   Pg. 23 of 58

9. Committee/Task Force Minutes

   a. Advocacy & Monitoring Committee – Draft Minutes, Chair Update  
      Pg. 27 of 58

   b. Governance, Priorities & Finance Committee – Draft Minutes, Chair Update  
      Pg. 30 of 58

   c. Transit Committee – Draft Minutes  
      Pg. 32 of 58

   d. Housing Committee – Draft Minutes  
      Pg. 35 of 58
10. Other Business

a. Warburg Motion – Pay to Participate

**Motion:** That the Capital Region Board include in its pay-to-participate policy, currently being developed, that the Villages are only liable for contributing to core funding.

11. Administrative Items

 a. CEO’s Update
 b. Board Successes to date
 c. Expenses

12. Mandate Review

 a. Facilitated Discussion

13. Adjournment
Minutes of the meeting of the Capital Region Board held at Grand Ballroom, Chateau Louis Conference Centre on Thursday, October 8, 2015

Delegates in Attendance:

Mayor Nolan Crouse – St. Albert/Chair
Councillor Perry Hendricks – Beaumont (alternate)
Mayor Randy Boyd – Bon Accord
Mayor Karl Hauch – Bruderheim
Mayor Wally Yachimetz – Calmar
Mayor Don Iveson – Edmonton
Mayor Gale Katchur – Fort Saskatchewan
Councillor Louise Bauder – Gibbons (alternate)
Mayor Bill Skinner – Lamont
Reeve Wayne Woldanski – Lamont County
Councillor Dana Smith – Leduc (alternate)
Mayor John Whaley – Leduc County

Councillor Carol Tremblay – Legal (alternate)
Councillor Stephen Dafoe – Morinville (alternate)
Mayor Rod 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 Rick Hart – Thorsby (alternate)
Mayor Art Erickson – Wabamun
Mayor Ralph van Assen – Warburg
Bruce McDonald – Government of Alberta

Absent:
Mayor Stephen Lindop – Devon

CRB Administration:
Malcolm Bruce, CEO
Neal Sarnecki, Project Manager
Sharon Shuya, Project Manager
Stephanie Chai, Project Manager
Loreen Lennon, Communications Manager

Charlene Chauvette, Office Manager
Leslie Chivers, Operations 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
   - Welcome Councillor Perry Hendricks to the table as representative for Beaumont.
   - Congratulations to Mayor Lisa Holmes for being elected AUMA President, and to Town of Lamont Mayor Bill Skinner and CAO Sandi Maschmeyer for being awarded the AUMA Award for Excellence.
   - Thank you to Project Manager, Stephanie Chai for the work on the 2015 Housing Symposium; well done.
   - Brief review of meeting with Minister Bilous regarding the review of the CRB/CRP mandates. Awaiting confirmation of Minister Bilous’ attendance at the November 12, 2015 Board meeting.
   - Time permitting there will be an open discussion regarding the Group of 9 added to the agenda as 12d.

3. Approval of Agenda
   Moved by Mayor Houston. Accepted by Chair.
   Motion: That the Capital Region Board approve the Agenda of October 8, 2015, with the inclusion of a Group of 9 Discussion as 12d – time permitting.

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

4. Approval of Minutes
   Moved by Mayor Boyd. Accepted by Chair.
   Motion: That the Capital Region Board approve the Minutes of September 10, 2015.

   Motion carried unanimously.

5. Economic Development Initiative
   a. Governance, Priorities & Finance Motion
   Moved by Mayor Choy.
**Motion:** That the Capital Region Board approve and implement the Edmonton Metropolitan Region Economic Development Strategy and Framework, with a revised cost sharing formula, as recommended by the Governance, Priorities & Finance Committee.

Chair Crouse relinquished the Chair position to CRB Vice-Chair Mayor Flynn.

b. **St. Albert Motion #1**

**Moved by** Mayor Crouse. **Accepted by** Chair.

**Motion:** That the Capital Region Board postpone this matter (Economic Development) and that it be reviewed following completion of the work resulting from the Municipal Affairs Minister's recent announcement relative to the CRB/CRP review.

Mayor Don Iveson, Edmonton, put forward a friendly amendment to include “and the completion of the report no later than March 31, 2016” in the motion. The friendly amendment was accepted.

**Motion:** That the Capital Region Board postpone this matter (Economic Development) and that it be reviewed following completion of the work resulting from the Municipal Affairs Minister's recent announcement relative to the CRB/CRP review, and the completion of the report no later than March 31, 2016.

Mayor Boyd requests a recorded vote on the next two motions.

3 in favour, 21 opposed. Not supported by 17 or more municipalities comprising more than 75 percent of the population. **Motion Failed.**

**In Favour:** St. Albert, Leduc County and Devon  
**Opposed:** Beaumont, Bon Accord, Bruderheim, Calmar, Edmonton, Fort Saskatchewan, Gibbons, Lamont, Lamont County, Leduc, Legal, Morinville, Parkland County, Redwater, Spruce Grove, Stony Plain, Strathcona County, Sturgeon County, Thorsby, Wabamun and Warburg.

CRB Vice-Chair Flynn, relinquished the Chair position back to Chair Mayor Crouse.

**Mayor Don Iveson, Edmonton, moved** to refer the Economic Development Initiative discussion. **Accepted by** Chair.

**Motion:** That the motion on the floor regarding Economic Development and the proposal be referred back to CRB administration to work (in conjunction with the mandate review) with the Province, EDOs and self-identified municipalities to facilitate preparation of a revised
proposal with two implementation options: one via the CRB and one independently of the CRB, and to report back no later than March 31, 2016.

Mayor Boyd requests a recorded vote on the motion.

Mayor Roxanne Carr, Strathcona County, put forward a friendly amendment to include “Economic Development” in the motion. The friendly amendment was accepted.

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

**In Favour:** St. Albert, Beaumont, Bon Accord, Bruderheim, Calmar, Devon, Edmonton, Fort Saskatchewan, Gibbons, Lamont, Lamont County, Leduc, Leduc County, Legal, Morinville, Parkland County, Redwater, Spruce Grove, Stony Plain, Strathcona County, Sturgeon County, Wabamun and Warburg.

**Opposed:** Thorsby

c. **St. Albert Motion #2**

Chair Crouse relinquished the Chair position to CRB Vice-Chair Mayor Flynn.

**Moved by** Mayor Crouse. **Accepted by** Chair.

**Motion:** That a “Pay to Participate Policy” be proposed by Administration to the Governance, Priorities & Finance Committee and subsequently to the Board in 2016 as a possible enabler for Board-endorsed matters.

22 in favour, 2 opposed. Supported by 17 or more municipalities comprising more than 75 percent of the population. **Motion Carried.**

The vote was recorded as requested by Mayor Randy Boyd, Bon Accord.

**In Favour:** St. Albert, Beaumont, Bon Accord, Bruderheim, Calmar, Devon, Edmonton, Fort Saskatchewan, Gibbons, Lamont, Lamont County, Leduc, Legal, Morinville, Parkland County, Redwater, Spruce Grove, Stony Plain, Strathcona County, Sturgeon County, Wabamun and Warburg.

**Opposed:** Leduc County and Thorsby

CRB Vice-Chair Flynn, relinquished the Chair position back to Chair Mayor Crouse.

6. **Governance, Priorities & Finance Committee**

a. **Policy Update – G013**
Moved by Reeve Woldanski. Accepted by Chair.

Motion: That the Capital Region Board approve the revised Policy G013, Committee and Task Force Meeting Procedures, as recommended by the Governance, Priorities & Finance Committee.

Information Request: What are the parameters for a meeting held with people off-site (i.e. teleconference or videoconference)

Mayor Tom Flynn, Sturgeon County, moved to amend the draft policy G013 wording under section 2 – Application and Interpretation by removing item d. The friendly amendment was accepted.

Amendment: That item d under Application and Interpretation be removed in Policy G013.

22 in favour, 2 opposed. Supported by 17 or more municipalities comprising more than 75 percent of the population. Motion Carried.

Motion: That the Capital Region Board approve the revised Policy G013, Committee and Task Force Meeting Procedures, as amended and recommended by the Governance, Priorities & Finance Committee.

Motion carried unanimously.

b. Budget – Membership Contributions

Moved by Mayor Erickson. Accepted by Chair.

Motion: That the Capital Region board approve ongoing fixed membership contributions, and, that should provincial matching funding be available, the Board decide on further contributions, based on budgetary needs, as recommended by the Governance, Priorities & Finance Committee.

Mayor Roxanne Carr, Strathcona County, requested the recommended motion be broken into two separate pieces.

Split Motion #1: That the Capital Region board approve ongoing fixed membership contributions.

8 in favour, 16 opposed. Not supported by 17 or more municipalities comprising more than 75 percent of the population. Motion Failed.
Split Motion #2: If provincial matching funding is available, the Board will decide on further contributions, based on budgetary needs, as recommended by the Governance, Priorities & Finance Committee.

20 in favour, 4 opposed. Supported by 17 or more municipalities comprising more than 75 percent of the population. **Motion Carried.**

c. **2016/17 First Draft Budget**

moved by Reeve Woldanski. **Accepted by Chair.**

**Motion:** That the Capital Region Board receive the draft 2016/17 Budget as information, as recommended by the Governance, Priorities & Finance Committee.

22 in favour, 2 opposed. Supported by 17 or more municipalities comprising more than 75 percent of the population. **Motion Carried.**

**Information Request:** If there is a change to Board membership, how do we deal with membership contributions?

7. **Housing Committee**

a. **Housing Symposium Review - verbal**

The Capital Region Board received the Housing Symposium Review as presented by Ms. Stephanie Chai.

b. **Provincial Advocacy on Affordable Housing**

**Moved by** Mayor van Assen. **Accepted by** Chair.

**Motion:** That the Capital Region Board send a letter from the Board Chair to the Province regarding a Government Loan Program for Housing Foundations to allow direct borrowing from the Alberta Capital Finance Authority without affecting municipal borrowing capacity, as recommended by the Housing Committee.

Mayor Don Iveson, Edmonton, put forward a friendly amendment to include “subject to member support in the case of foundations” to the motion. The friendly amendment was accepted.

Additionally, Mayor Tom Flynn, Sturgeon County, put forward a friendly amendment to include “and other provincial or local non-profit housing organizations” to the motion. The friendly amendment was accepted.
Motion: That the Capital Region Board send a letter from the Board Chair to the Province regarding a Government Loan Program for Housing Foundations and other provincial or local non-profit housing organizations to allow direct borrowing from the Alberta Capital Finance Authority without affecting municipal borrowing capacity, subject to member support in the case of foundations, as recommended by the Housing Committee.

Motion carried unanimously.

8. Growth Plan Update Task Force

9. Board Information Requests Update

10. Committee/Task Force Minutes

  a. Advocacy & Monitoring Committee – draft minutes
  b. Governance, Priorities & Finance Committee – draft minutes and update provided
  c. Housing Committee – draft minutes
  d. Transit Committee – draft minutes

11. Other Business

  a. Redwater Motion – CRB Membership Review

    Moved by Mayor Smith. Accepted by Chair.

    Motion: That the Capital Region Board commence a membership review pursuant to Policy G019 – Capital Region Board Membership Review Process, and that the Minister of Municipal Affairs be notified of this undertaking.

    Chair Crouse relinquished the Chair position to CRB Vice-Chair Mayor Flynn.

    CRB Vice-Chair Flynn, relinquished the Chair position back to Chair Mayor Crouse.

    Motion carried unanimously.

12. Administrative Items

  a. CEO’s Update

    • Budget update: Paperwork has been submitted to the Province, payment is forthcoming.
    • Handout 1: Priority Areas/ Mandate Comparisons for consideration.
    • Handout 2: Abbreviated Agenda package for the Board’s consideration, any comments are requested back to Malcolm before the next Board meeting, November 12, 2015.

  b. Strategic Plan Performance Measures

  c. July – September Financial Statements
d. Group of 9 Discussion

Chair Crouse relinquished the Chair position to CRB Vice-Chair Mayor Flynn.

CRB Vice-Chair Flynn, relinquished the Chair position back to Chair Mayor Crouse.

13. Adjournment

The Chair declared the meeting adjourned at 11:58 a.m.

CRB Chair, Nolan Crouse

CRB CEO, Malcolm Bruce
Minutes of the meeting of
the Capital Region Board
held at Grand Ballroom, Chateau Louis Conference Centre
on Thursday, November 12, 2015

Delegates in Attendance:
Mayor Nolan Crouse – St. Albert/Chair
Mayor Camille Berube – Beaumont
Mayor Randy Boyd – Bon Accord
Mayor Karl Hauch – Bruderheim
Mayor Wally Yachimetz – Calmar
Mayor Stephen Lindop – Devon
Mayor Don Iveson – Edmonton
Mayor Gale Katchur – Fort Saskatchewan
Councillor Louise Bauder – Gibbons
Mayor Bill Skinner – Lamont
Councillor Dan Warawa – Lamont County
Mayor Greg Krischke – Leduc
Mayor John Whaley – Leduc County

Mayor Carol Tremblay – Legal
Mayor Lisa Holmes – Morinville
Mayor Rod Shaigec – Parkland County
Mayor Mel Smith – Redwater
Mayor Stuart Houston – Spruce Grove
Mayor William Choy – Stony Plain
Mayor Roxanne Carr – Strathcona County
Mayor Barry Rasch – Thorsby
Mayor Charlene Smylie – Wabamun
Mayor Ralph van Assen – Warburg
Bruce McDonald – Government of Alberta

Absent:

CRB Administration:
Malcolm Bruce, CEO
Neal Sarnecki, Project Manager
Sharon Shuya, Project Manager
Stephanie Chai, Project Manager
Loreen Lennon, Communications Manager

Charlene Chauvette, Office Manager
Leslie Chivers, Operations 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
   - Congratulations to Charlene Smylie, Wabamun, and Carol Tremblay, Legal, for their recent appointments to position of Mayor.
   - Thank you to the CAOs who came together for a facilitated day on the Growth Plan Update,
   - Welcome Alderman McClain, Spruce Grove to his first Capital Region Board meeting.
   - Unless there is a REF, the January 14, 2016 may be cancelled. Confirmation to be announced closer to the date.
   - Malcolm Bruce will be rearranging the Board seating for the first meeting of the New Year.

3. Approval of Agenda
   Moved by Mayor Krischke. Accepted by Chair.
   
   Motion: That the Capital Region Board approve the Agenda.

   Motion carried unanimously.

4. Approval of Minutes
   Mayor Boyd, Bon Accord, commented on the minutes of the October 8. Chair Crouse asked that Administration take the draft back and confirm the language. Therefore, the minutes of the October 8 meeting were not approved.

5. Review of CRB Committee Memberships
   Moved by Mayor Boyd. Accepted by Chair.
   
   Motion: That the Capital Region Board direct administration to facilitate the process for selecting committee membership for the Housing Committee.

   Motion carried unanimously.

6. Land Use & Planning Committee
   a. Capital Region Energy Corridors Master Plan
      
      Moved by Mayor Flynn. Accepted by Chair.
Motion: That the Capital Region Board approve the Capital Region Energy Corridors Master Plan, as recommended by the Land Use & Planning Committee.

Mayor Hauch, Bruderheim, moved to refer the Energy Corridors Master Plan back to the Land Use & Planning Committee to address Town of Bruderheim’s input. The referral was accepted.

Motion: That the Capital Region Board refer the Energy Corridors Master Plan back to the Land Use & Planning Committee to address Town of Bruderheim’s input.

Mayor Katchur, Fort Saskatchewan, put forward a friendly amendment to include the “Alberta’s Industrial Heartland” in the motion. The friendly amendment was accepted.

Motion: That the Capital Region Board refer the Energy Corridors Master Plan back to the Land Use & Planning Committee and the Alberta’s Industrial Heartland to address Town of Bruderheim’s input.

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

7. Board Information Requests Update

8. Committee/Task Force Minutes
   a. Land Use & Planning Committee – draft minutes and update provided
   b. Growth Plan Update Task Force – draft minutes and update provided

9. Administrative Items
   a. CEO’s Update
      • Handout 1: Complement to the Ministers Address.
      • Handout 2: Invitation to Collaborate to Compete - Metropolitan Regions: Driving the Global Economy; June 2, 2016 Winnipeg, Manitoba.
      • Handout 3: Alberta Health Services Breakfast, December 10, Chateau Louis, St. Michael Room.
      • Membership Review is ongoing, responses due to the CEO by January 6, 2016.

10. Other Business
    a. Minister of Municipal Affairs Address
    b. Facilitated Mandate Discussion

   Moved by Mayor Houston. Accepted by Chair.
Motion: That the Capital Region Board refer the facilitated conversation results to Administration for a recommendation(s) to be brought back to the Board no later than the March 10, 2016 Board meeting for a decision.

Motion carried unanimously.

11. Adjournment

The Chair declared the meeting adjourned at 12:00 p.m.

CRB Chair, Nolan Crouse  
CRB CEO, Malcolm Bruce
Housing Committee Municipal Membership Update

**Recommended Motion**

*That the Capital Region Board approve the updated municipal membership for the Housing Committee.*

**Background**

- On August 13, 2015, the Board passed the following motion;

  “That the Capital Region Board maintain the current committee membership and direct administration to bring the committee structure review back after the completion of the Growth Plan Update, as recommended by the Governance, Priorities & Finance Committee.”

- On October 22, 2015, the Capital Region Board was notified of the upcoming bi-annual committee membership review.

  - Member municipalities were asked if they wished to change the municipalities represented on the committees.
  - Administration received two responses seeking no change to committee memberships.
  - Administration received one response asking for a change to municipal members on the Housing Committee.

  Except for the Housing Committee there has been no expressed desire from members to change the municipalities represented on the current committees.

**Rationale:**

The only request to change municipal membership came in regard to the Housing Committee. The updated list is attached. As such, administration is requesting that the Board approve the updated Housing Committee Membership Update.

**Attachments:**

1. Municipal Membership Update – Housing Committee
Attachment 4: Proposed Housing Committee membership

<table>
<thead>
<tr>
<th>Sub-regions</th>
<th>Housing Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edmonton</td>
<td>Edmonton</td>
</tr>
<tr>
<td>Strathcona County/ Fort Saskatchewan</td>
<td>Strathcona County</td>
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<tr>
<td>Parkland</td>
<td>Stony Plain</td>
</tr>
<tr>
<td>Sturgeon</td>
<td>Redwater</td>
</tr>
<tr>
<td>Leduc</td>
<td>Warburg</td>
</tr>
<tr>
<td>Lamont</td>
<td>Lamont County</td>
</tr>
<tr>
<td></td>
<td><strong>Total 6</strong></td>
</tr>
</tbody>
</table>
2016-2017 Budget

Recommended Motion

*That the Capital Region Board approve the 2016-2017 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.

- October 8, 2015 the Board received the 2016/17 budget for information and passed the following motion:

  *“If provincial matching funding is available, the Board will decide on further contributions, based on budgetary needs, as recommended by the Governance, Priorities & Finance Committee.”*

- A motion to establish a standing budget line item for membership contributions was defeated.

- As indicated by CRB Administration, the December draft budget prepared for Board approval would be balanced by using the most recent financial information available at the end of 2015, and by working with the Committees to prioritize work plan projects (Attachment 2). The budget has been built on the $3,000,000 core grant only.

Factors considered in the Budget:

- There has been no budget increase for staff
- Increase of operations and management (O&M) due to acquisition of Document Management System (DMS) (to reduce an identified risk in the Business Plan)
- New Programmatic at $450,000 of total budget
- No funding allocated for additional mandate items
- Matching funding is currently not in consideration as Provincial Budget is unknown until spring 2016.

- Items in Priority List “B” are prioritized within committee and will be funded if project specific funding becomes available.

- October 26, 2015 – The 2015 Provincial budget was released and confirmed the Capital Region Board will receive $3 million in funding for the 2015/16 budget year. Carry over to 2016/17 will be large due to a number of projects starting late in 2015/16 due to the delay in receipt of funding.

- November 12, 2015 – The Minister of Municipal Affairs confirmed that information regarding the Alberta Community Partnership Grant program should be released in the spring of 2016.
Governance, Finance & Priorities Committee
Recommendation to the Capital Region Board

- Opportunities for additional funding through grant application will be allocated to applicable future projects.

- November 30, 2015 – The Governance, Priorities & Finance Committee recommended the budget to the Board for approval.

Rationale

- The proposed 2016-2017 Budget provides an accounting of the revenues and expenses necessary to support and maintain the operations of the Board. It provides a balanced approach to continuing work in each of the CRB’s four mandate areas, Regional Land Use Planning, Inter-municipal Transit, Affordable Housing, and Geographic Information Services, plus management of the Regional Evaluation Framework and ensures the Growth Plan Update is completed.

Attachments:

1. 2016/17 Budget
2. 2016/17 Projects Budget Summary
### Proposed 2016-2017 Budget
April 1, 2016 - March 31, 2017

#### Revenue

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>GOA Operating Grant</td>
<td>$3,000,000</td>
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<tr>
<td>Membership Contributions</td>
<td>$-</td>
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<tr>
<td>GOA Planning Intern Grant</td>
<td>$43,000</td>
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<tr>
<td>Revenue Carryover from prior years</td>
<td>$284,245</td>
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<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$3,327,245</strong></td>
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#### Expenditures

**Board & Committees**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Honorarium</td>
<td>$181,000</td>
<td>25k for GPU</td>
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<tr>
<td>Meetings</td>
<td>$115,000</td>
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<td>Travel</td>
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<td>10k for GPU</td>
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<td>Chair Retainer</td>
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<td><strong>Total Board &amp; Committees</strong></td>
<td><strong>$375,000</strong></td>
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<table>
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<th>Category</th>
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<tr>
<td>Salaries and benefits</td>
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<td>Office lease</td>
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<td>Professional fees - Legal/Advisory</td>
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<td>Travel/ Professional Development</td>
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<td>Information technology</td>
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<td>DMS/Records Management</td>
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<tr>
<td>Office Communications</td>
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<td>Office Supplies</td>
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<tr>
<td>Insurance</td>
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<td>Meetings - Non Board/Committee</td>
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<td>GIS</td>
<td>$25,000</td>
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<tr>
<td>Bank Charges and interest</td>
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<td>Other expenses</td>
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<tr>
<td><strong>Total Administration</strong></td>
<td><strong>$2,341,000</strong></td>
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**Regional Projects**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Project Costs</td>
<td>$151,245</td>
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<tr>
<td>Growth Plan Update</td>
<td>$300,000</td>
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<tr>
<td>Carry over projects</td>
<td>$-</td>
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<td><strong>Total Regional Projects</strong></td>
<td><strong>$451,245</strong></td>
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**Capital and Other**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
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<tbody>
<tr>
<td>REF</td>
<td>$100,000</td>
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<tr>
<td>Planning Intern</td>
<td>$50,000</td>
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<td>Office Furniture/Equipment</td>
<td>$10,000</td>
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<td><strong>Total Capital and Other</strong></td>
<td><strong>$160,000</strong></td>
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**Total Expenditures**

<table>
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<tr>
<th>Total Expenditures</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$3,327,245</td>
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</tr>
</tbody>
</table>
### 2016/17 Projects Budget Summary

**Funded Priority "A" Projects**

April 1, 2016 to March 31, 2017

<table>
<thead>
<tr>
<th>#</th>
<th>Project</th>
<th>Description</th>
<th>Approx. Start</th>
<th>Rationale for project</th>
<th>Budget</th>
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</thead>
<tbody>
<tr>
<td>GPU-2016/17-1</td>
<td>Growth Plan Update</td>
<td>Review and Update the Growth Plan</td>
<td>November, 2012</td>
<td>The CRB is undertaking a comprehensive five-year review and update to the plan to make sure it reflects today’s opportunities and challenges. This update, overseen by a CRB task force, will set a sustainable course for our region’s future.</td>
<td>$300,000*</td>
</tr>
<tr>
<td>LUP-2016/17-1</td>
<td>Transportation Prioritization Report annual update</td>
<td>Review and update of Regional Transportation priorities of the Board.</td>
<td>April, 2016</td>
<td>The IRTMP includes a list of 10 year investment priorities for the region. The list was further refined into a short-term 3 year list of priorities that supports current growth and development objectives consistent with the CRGP. Annual review of the priorities will ensure that the list reflects, and is responsive to, changing circumstances in the Capital Region.</td>
<td>$50,000</td>
</tr>
<tr>
<td>HC-2016/17-1</td>
<td>Regional Housing Plan</td>
<td>Phase 4 of Sub-Regional Planning Framework: The purpose of this project is to develop a regional housing plan; determining its format, prioritization criteria, targets and KPIs to monitor. The regional plan will consolidate sub-regional plans to identify regional housing priorities.</td>
<td>September, 2016</td>
<td>Ongoing implementation of the Sub-Regional Planning Framework as approved by the Board in 2015. Report Evaluation and Adjustment to be approved annually after completion.</td>
<td>$100,000</td>
</tr>
<tr>
<td>AMC-2016/17-1</td>
<td>Direct Advocacy Activities</td>
<td>Plan for strategic advocacy and communications to other orders of government. Half Day facilitated advocacy workshop(s) to update Board issues and AMC strategies for engagement and advocacy.</td>
<td>2016</td>
<td>Successful engagements like the 2015 CR Brunch for the Government Regional Caucus and CR Breakfast with regional Opposition I members were valuable as start points. Given significant reset of both provincial and federal* governments, and the completion of CRB GP 2.0, it is important to ensure advocacy efforts are streamlined and strategic.</td>
<td>Cash managed from within (not to exceed $30,000)</td>
</tr>
</tbody>
</table>

**Total Project “A” Funded** |  |  |  |  | $450,000 |

*$75,000 for GPU in Board and Committee Expenses (Honorarium, meetings, travel)
## 2016/17 Projects Budget Summary

Priority "B" Projects (Sorted by Committee)
April 1, 2016 to March 31, 2017

<table>
<thead>
<tr>
<th>#</th>
<th>Project</th>
<th>Description</th>
<th>Approx. Start</th>
<th>Rationale for project</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>LUP-2016/17-2</td>
<td>Sustainable Development Index – Target Setting</td>
<td>Develop an index to understand the effectiveness of the implementation of the GP through achievement of targets.</td>
<td>December, 2016</td>
<td>Efforts are now underway to develop baseline measures of GP policies. The next step is to develop targets to strive for and measure our progress.</td>
<td>$50,000</td>
</tr>
<tr>
<td>LUP-2016/17-3</td>
<td>Recreation/Open Space/Wildlife Corridors Study</td>
<td>Review the definitions in the Growth Plan; inventory existing corridors; develop regional master plan; and identify criteria for prioritizing missing linkages.</td>
<td>June, 2016</td>
<td>Identified as future work in the December 2009 Addendum.</td>
<td>$50,000</td>
</tr>
<tr>
<td>HC-2016/17-2</td>
<td>Our Affordable Future: Implementation</td>
<td>Phase 2 of Our Affordable Future: The purpose of the project is to identify priority actions to be carried out by CRB to support implementation.</td>
<td>November 2015</td>
<td>Ongoing implementation of the Our Affordable Future report in 2012.</td>
<td>$35,000 (annually)</td>
</tr>
<tr>
<td>HC-2016/17-3</td>
<td>Marketing and Awareness Strategy</td>
<td>Develop and implement strategy to challenge misconceptions and promote the individual, community and wider societal benefits of non-market and market affordable housing as being integral to the future and prosperity of the Capital Region.</td>
<td>January 2017</td>
<td>Identified as future work in the 2010 Capital Region Board Housing Plan. Review implementation of the Our Affordable Future Marketing &amp; Communications Program presented in 2012.</td>
<td>$127,000</td>
</tr>
<tr>
<td>TC-2016/17-1</td>
<td>Specialized Transit Cost Benefit Analysis</td>
<td>Following completion of the needs assessments throughout the region, this study will provide the Board with an understanding of the costs and benefits of providing specialized transit to meet the needs of the Region.</td>
<td>June, 2016</td>
<td>Ongoing implementation of Inter-municipal Transit Plan as per Board Mandate.</td>
<td>$125,000</td>
</tr>
<tr>
<td>Project Code</td>
<td>Project Name</td>
<td>Description</td>
<td>Start Date</td>
<td>Duration</td>
<td>Budget</td>
</tr>
<tr>
<td>-------------</td>
<td>------------------------------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>-------------</td>
<td>---------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>TC-2016/17-2</td>
<td>Regional HOV</td>
<td>Following on the results of the 2015/16 HOV Study review the next step in review moving forward with HOV in the Region.</td>
<td>December, 2016</td>
<td>On going implementation of Inter-municipal Transit Plan per Board Mandate.</td>
<td>$125,000</td>
</tr>
<tr>
<td>TC-2016/17-3</td>
<td>Regional Transit Governance</td>
<td>To explore further the responses to the 2014 Transit Governance Report and review branding opportunities with a view to enhancing and promoting Inter-municipal transit service as a means of uniting transit service in the Capital Region.</td>
<td>March, 2017</td>
<td>On going implementation of the IRTMP. Opportunity to improve the customer experience across multiple experiences across multiple transit systems in the region.</td>
<td>$100,000</td>
</tr>
<tr>
<td>AMC-2016/17-2</td>
<td>2016 Regional Symposium</td>
<td>Exploration of what it means to be part of the Capital Region</td>
<td>Sept 15-16</td>
<td>As the Growth Plan Update approaches completion, this is an opportunity to engage stakeholders in regional conversation and prepare for GP.2 launch in Q1 2017/18. Builds on and expands scale and scope of the successful ReEnvision Housing Symposium.</td>
<td>$120,000</td>
</tr>
<tr>
<td>AMC-2016/17-3</td>
<td>2016 Collaborate to Compete</td>
<td>National Symposium co-sponsored by CRB, CRP and Manitoba partnership</td>
<td>Jun 2</td>
<td>“Advancing Regional EcDev” Opportunity to showcase regional success and build new relationship. Call to action: regional EcDev</td>
<td>TBC</td>
</tr>
<tr>
<td>CRB-2016/17-1</td>
<td>Board Initiatives</td>
<td>A fund used for Board initiatives as they arise.</td>
<td>2016/17</td>
<td>Projects arise from Board decisions. This contingency fund allows those projects to proceed, with Board approval.</td>
<td>$200,000</td>
</tr>
<tr>
<td>CRB-2016/17-2</td>
<td>Growth Plan (Update)</td>
<td>Develop business process to enable the monitoring and reporting of the Growth Plan.</td>
<td>December, 2016/17</td>
<td>An important component of the Growth Plan implementation is monitoring the success of the outcomes of the Plan based on specific measurable policies in the plan. The monitoring and reporting program enables the CRB and regional stakeholders to assess whether the CRGP and its related implementation actions are having the desired effect.</td>
<td>$50,000</td>
</tr>
<tr>
<td>CRB-2016/17-3</td>
<td>Strategy (Vision)</td>
<td>Develop a vision for the region based on desires and dreams of the region’s municipalities and citizens. (This vision is separate from the Growth Plan Vision)</td>
<td>2016/17</td>
<td>The Board identified the need to create a unified vision for the Capital Region in its 2014-2018 Strategic Plan.</td>
<td>$300,000</td>
</tr>
</tbody>
</table>

Total: $1,282,000
<table>
<thead>
<tr>
<th>IR #</th>
<th>Request Date</th>
<th>From</th>
<th>Request</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015.01</td>
<td>Feb 12</td>
<td>CRB Chair</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>Complete May 1</td>
</tr>
<tr>
<td>2015.03</td>
<td>Apr 9</td>
<td>CRB Chair</td>
<td>What have been the external costs for REFs, broken down by municipality, for the last three calendar years?</td>
<td>Complete May 1</td>
</tr>
<tr>
<td>2015.04</td>
<td>Apr 9</td>
<td>City of Leduc</td>
<td>Clarification: Are municipalities able to exceed their density targets or would they be denied?</td>
<td>Complete May 1</td>
</tr>
<tr>
<td>2015.05</td>
<td>Apr 9</td>
<td>Leduc County, Sturgeon County</td>
<td>Who is involved in the Economic Development Initiative?</td>
<td>Complete May 1</td>
</tr>
<tr>
<td>2015.06</td>
<td>Apr 9</td>
<td>Town of Bon Accord</td>
<td>Do CRB Committees have the right to send items directly to other Board Committees without going through the Board first?</td>
<td>Complete June 2</td>
</tr>
<tr>
<td>2015.07</td>
<td>May 14</td>
<td>Town of Bon Accord</td>
<td>Members request administration report to the Governance, Priorities &amp; Finance Committee the impact that disbanding the Regional Services Committee will have on the Financials, and how the funds, if any, will be allocated?</td>
<td>Complete June 15</td>
</tr>
<tr>
<td>2015.08</td>
<td>May 14</td>
<td>CRB Chair</td>
<td>Clarification: what constitutes a meeting of the Board, its Committees and/or Task Forces</td>
<td>Complete May 28</td>
</tr>
<tr>
<td>2015.09</td>
<td>May 14</td>
<td>Leduc County</td>
<td>Is Alberta Transportation willing to buy the right-of-way if an outer corridor was identified to everyone’s satisfaction?</td>
<td>Complete June 2</td>
</tr>
<tr>
<td>IR #</td>
<td>Request Date</td>
<td>From</td>
<td>Request</td>
<td>Status</td>
</tr>
<tr>
<td>---------</td>
<td>--------------</td>
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<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>-------------</td>
</tr>
<tr>
<td>2015.10</td>
<td>June 11</td>
<td>Beaumont</td>
<td>What is the methodology used in reporting density targets?</td>
<td>Complete Aug 12</td>
</tr>
<tr>
<td>2015.11</td>
<td>Aug 13</td>
<td>CRB Chair</td>
<td>Identify any discretion that can be given around the AMC Retreat as retreat implies a closed session.</td>
<td>Complete Aug 31</td>
</tr>
<tr>
<td>2015.12</td>
<td>Sept. 10</td>
<td>Beaumont</td>
<td>Why are the density targets reviewed on a five year basis? Can density targets be reviewed on a more regular basis using municipal census data?</td>
<td>Complete Sept 23</td>
</tr>
<tr>
<td>2015.13</td>
<td>Sept. 10</td>
<td>Sturgeon County</td>
<td>How does the methodology used to calculate target densities apply to the Sturgeon Valley in Sturgeon County?</td>
<td>Complete Sept 28</td>
</tr>
<tr>
<td>2015.14</td>
<td>Oct. 8</td>
<td>Bon Accord</td>
<td>What are the parameters for meeting held with people off-site (i.e. teleconference or videoconference)</td>
<td>In Progress</td>
</tr>
<tr>
<td>2015.15</td>
<td>Oct. 8</td>
<td>Bon Accord</td>
<td>If there is a change to Board membership, how do we deal with membership contributions?</td>
<td>Complete Oct 30</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2014</th>
<th></th>
<th></th>
<th></th>
<th></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?  
- $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 |</p>
<table>
<thead>
<tr>
<th>#</th>
<th>Date</th>
<th>Location</th>
<th>Chair/Committee</th>
<th>Question</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014.07</td>
<td>July 10</td>
<td>Chair CRB, Bon Accord</td>
<td>Does FOIP demand a minimum time limit or format for keeping Board records?</td>
<td>Complete Oct 27</td>
<td></td>
</tr>
<tr>
<td>2014.08</td>
<td>July 10</td>
<td>Chair CRB</td>
<td>Request that a representative of the Ministry of Transportation be invited to attend a Land Use &amp; Planning meeting.</td>
<td>Complete Oct 9</td>
<td></td>
</tr>
<tr>
<td>2014.09</td>
<td>Aug 14</td>
<td>Chair CRB</td>
<td>How will the Economic Development Summit be communicated to the media?</td>
<td>Complete Sept 29</td>
<td></td>
</tr>
<tr>
<td>2014.10</td>
<td>Sept 11</td>
<td>Chair CRB</td>
<td>How will the Energy Corridors Final Report be communicated?</td>
<td>Complete Sept 22</td>
<td></td>
</tr>
<tr>
<td>2014.11</td>
<td>Sept 11</td>
<td>Chair CRB</td>
<td>How will we move forward with the Energy Corridors Final Report?</td>
<td>Complete Sept 21</td>
<td></td>
</tr>
<tr>
<td>2014.12</td>
<td>Oct 9</td>
<td>Morinville, Redwater</td>
<td>What will the extra money ($600K from members) projected in the 2015 budget be used for?</td>
<td>Complete Oct 27</td>
<td></td>
</tr>
<tr>
<td>2014.13</td>
<td>Oct 9</td>
<td>Chair CRB</td>
<td>Can the provincial government requisition funds based on the decisions of the Capital Region Board?</td>
<td>Complete June 2, 2015</td>
<td></td>
</tr>
<tr>
<td>2014.14</td>
<td>Oct 9</td>
<td>Bon Accord</td>
<td>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?</td>
<td>Complete Oct 27</td>
<td></td>
</tr>
<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>
<td></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 Follow-up Mar 4, 2015</td>
<td></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>
<td></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>
<td></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>
<td></td>
</tr>
<tr>
<td></td>
<td>to determine if this motion was formally accepted for debate previously</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Advocacy & Monitoring Committee

Thursday, November 12, 2015
7:30 a.m. – 8:30 a.m.
Chateau Louis – Leland Room
11727 Kingsway Edmonton, AB

Members:
Greg Krischke, City of Leduc (Chair)
Camille Berube, Town of Beaumont
Wes Brodhead, City of St. Albert
Nolan Crouse, City of St. Albert
Tom Flynn, Sturgeon County
Dwight Ganske, Town of Stony Plain
Don Iveson, City of Edmonton

Guests:
Roxanne Carr, Strathcona County
Gibby Davis, City of Edmonton
Marnie Lee, Strathcona County
Craig Mahovsky, Sturgeon County
Patty Walker, City of Fort Saskatchewan

Regrets:

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

Stephanie Chai, Project Manager
Leslie Chivers, Operations Manager
Brandt Denham, GIS Coordinator
Amanda Borman, Executive Assistant

1. CALL TO ORDER
   
   Chair, Mayor Krischke, called the meeting to order at 7:33 a.m.

2. Chair Opening Remarks

3. Approval of Agenda

   It was approved by unanimous consensus that the Advocacy & Monitoring Committee approve the September 10, 2015 agenda.
4. Approval of the Minutes

It was approved by unanimous consensus that the Advocacy & Monitoring Committee approve the September 10, 2015 minutes.

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. Advocacy Update

a. Federal Election
b. New Session of Legislature
c. CRB Mandate review and process
d. Engagement Activity Recap

7. 2016/17 Workplan

Motion: That the Advocacy & Monitoring Committee approve the prioritized 2016/17 Advocacy & Monitoring Committee Work Plan with the inclusion of a $30,000 placeholder for Advocacy efforts and that the 2016 Regional Symposium be reclassified as a Project B list item, and that the Work Plan then be forwarded to the Governance, Priorities & Finance Committee for consideration in the preparation of the Board’s 2016/17 Budget.
Moved by: Mayor Camille Berube, Town of Beaumont
Decision: Carried unanimously

8. Growth Plan: Monitoring and Performance

a. New Indicator: Density of Planned Residential

Motion: That the Advocacy & Monitoring Committee amend the Growth Plan: Monitoring and Reporting Indicators report to include a 16th indicator of the densities of planned residential areas.
Moved by: Mayor Don Iveson, City of Edmonton
Decision: Carried unanimously

b. Growth Plan Monitor and Reporting Indicators Report

Motion: That the Advocacy & Monitoring Committee refer the Capital Region Growth Plan: Monitoring and Reporting Indicators back to Administration to further refine indicator #4 and that the Report be brought back to the committee no later than February 11, 2016.
Moved by: Councillor Dwight Ganske, Town of Stony Plain
Decision: Carried unanimously

9. CEO Update

a. Energy Corridors Master Plan
b. Budget
c. Collaborate to Compete
d. Strategic Plan Performance Measures
e. Membership Review

10. ADJOURNMENT

The Chair declared the meeting adjourned at 8:40 a.m.

______________________________
Committee Chair, Greg Krischke
Governance, Priorities & Finance Committee

Monday, November 30, 2015
12:30 p.m. – 1:30 p.m.
Teleconference

Members:
Camille Berube, Town of Beaumont (Chair)
Randy Boyd, Town of Bon Accord
Art Erickson, Village of Wabamun
Phyllis Kobasiuk, Parkland County
Tim Osborne, City of St. Albert
Michael Walters, City of Edmonton

Regrets:
Glen Finstad, City of Leduc
Karen Shaw, Sturgeon County
Wayne Woldanski, Lamont County
Wally Yachimetz, Town of Calmar

CRB Staff & Consultants:
Malcolm Bruce, CEO
Sharon Shuya, Project Manager
Leslie Chivers, Operations Manager

Guests:
Nolan Crouse, Board Chair
Gibby Davis, City of Edmonton
Craig Mahovsky, Sturgeon County
Mike Vivian, City of Edmonton

1. CALL TO ORDER
Chair, Mayor Camille Berube called the meeting to order at 12:47 p.m.

2. Approval of Agenda

Motion: That the agenda of November 30, 2015 be approved.
Moved by: Mayor Randy Boyd, Town of Bon Accord
Decision: Carried unanimously

3. 2016/17 Budget

Motion: That the Governance, Priorities & Finance Committee recommend the Capital Region Board approve the 2016-2017 Budget.
Moved by: Councillor Phyllis Kobasiuk, Parkland County
Decision: Carried unanimously

4. Committee Growth Plan Update Input

   Motion: That the Governance, Priorities & Finance Committee approve the Growth Plan Update Committee Consultation Summary and that if be referred to the Growth Plan Update Task Force for information.
   Moved by: Councillor Art Erickson, Village of Wabamun
   Decision: Carried unanimously

5. Approval of Minutes of September 21, 2015

   It was approved by unanimous consensus that the Governance, Priorities & Finance Committee Minutes of September 21, 2015 be approved.

6. ADJOURNMENT

   The Chair declared the meeting adjourned at 1:05 p.m.

   Next Meeting: December 14, 2015 at 9:30 a.m., CRB Office – Large Boardroom

Committee Chair, Camille Berube
Transit Committee

Thursday, November 26, 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)
Dave Anderson, Strathcona County
Gale Katchur, City of Fort Saskatchewan
Dana Smith, City of Leduc
Searle Turton, City of Spruce Grove

Guests:
Ashley Bhatia, GOA - Transportation
Brian Botterill, Strathcona County
Wade Coombs, Strathcona County
Gibby Davis, City of Edmonton
Patrick Inglis, City of Spruce Grove
Craig Mahovsky, Sturgeon County
Mike Vivian, City of Edmonton
Kevin Wenzel, City of Leduc
Forest Yang, Strathcona County
Guy Bridgeman, EPCOR

Regrets:
Karen Shaw, Sturgeon County (alternate)

CRB Staff & Consultants:
Malcolm Bruce, CEO
Stephanie Chai, Project Manager
Neal Sarnecki, Project Manager
Sharon Shuya, Project Manager
Amanda Borman, Executive Assistant

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

2015-28

It was approved by unanimous consensus that the Transit Committee agenda of November 26, 2015 be approved.
4. Approval of Minutes, September 3, 2015

**Motion:** That the Transit Committee minutes of September 3, 2015 be approved.  
**Moved by:** Councillor Dana Smith, *City of Leduc*  
**Decision:** Carried unanimously

5. Regional Services

5.1 EPCOR – Presentation by Guy Bridgeman, Senior Vice President & Chief Financial Officer

6. Transit Governance

6.1 Status Update

**Motion:** That the Transit Committee receive the Intermunicipal Transit Governance Study – Status Update as information.

Councillor Walters, Edmonton, brought forward a motion regarding the Intermunicipal Transit Governance Study.

**Motion:** That the Transit Committee direct CRB administration to work with City of Edmonton and City of St Albert to develop on-boarding options for additional willing municipalities into the reporting for their ongoing intermunicipal transit discussions.  
**Moved by:** Councillor Michael Walters, *City of Edmonton*  
**Decision:** Carried unanimously

7. 2016/17 Transit Work Plan

7.1 HOV/Transit Priority Study Terms of Reference

**Motion:** That the Transit Committee approve the proposed HOV/Transit Priority Study Terms of Reference.  
**Moved by:** Councillor Gale Katchur, *City of Fort Saskatchewan*  
**Decision:** Carried unanimously

8. GreenTRIP Project List

8.1 Updated List

**Motion:** That the Transit Committee receive the GreenTRIP Project List for Information.  
**Moved by:** Councillor Dana Smith, *City of Leduc*  
**Decision:** Carried unanimously
9. CRB/CRP Transit Policy Workshop

9.1 Workshop Update

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

10. Growth Plan Update 2.0

9.1 Committee Consultation Summary

**Motion:** That the Transit Committee approve the Growth Plan Update Committee Consultation Summary and that it be referred to the Growth Plan Update Task Force for information.

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

**Decision:** Carried unanimously

11. Transit Committee Meeting Dates

The Committee discussed and requested that Administration confirm an alternate location for the scheduled January 28, 2016 meeting.

12. Adjournment

**Motion:** That the Transit Committee meeting be adjourned.

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

**Decision:** Carried unanimously

Meeting adjourned at 10:50 a.m.

**Next Meeting:** January 28, 2015 at 9:00 a.m., Location to be confirmed.

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Committee Chair, Councillor Wes Brodhead
Housing Committee

Friday, November 27, 2015
9:00 a.m. – 11:00 a.m.
La Cite Francophone – Hall Jean-Louis Dentinger
8627 rue-Marie-Gaboury (91 Street), Edmonton

Members:
Dwight Ganske, Parkland Sub-Region (Chair)
Ed Gibbons, Edmonton Sub-Region (Vice Chair)
Carla Howatt, Strathcona/Fort Saskatchewan Sub-Region
Mel Smith, Sturgeon Sub-Region
Dan Warawa, Lamont Sub-Region
Ralph van Assen, Leduc Sub-Region

CRB Staff & Consultants:
Malcolm Bruce, CEO
Stephanie Chai, Project Manager
Sharon Shuya, Project Manager
Loreen Lennon, Communications Manager
Leslie Chivers, Operations Manager
Amanda Borman, Executive Assistant

Guests:
Louise Baxter, City of Spruce Grove
Fiona Beland-Quest, Strathcona County
Nolan Crouse, Board Chair
Gibby Davis, City of Edmonton
Greg Dewling, Capital Region Housing Corp.
Judy Koschade, Town of Bruderheim
Marnie Lee, Strathcona County
Dennis Magnusson, Sturgeon Foundation
Lory Scott, City of St. Albert
Lynn Derek, Heartland Housing Foundation
Gary Gordon, Consultant
Shannon Marchand, GOA- Deputy Minister of Seniors
Lydia Chin, Alberta Seniors

1. Call to Order
   
   CEO, Malcolm Bruce called the meeting to order at 9:00 a.m.

2. Chair Opening Remarks

3. Approval of Agenda
   
   Motion: That the Housing Committee Agenda for November 27, 2015 be approved.
   Moved by: Councillor Ed Gibbons, Edmonton Sub-Region
   Decision: Carried unanimously
4. **Selection of Chair**

Following the nomination of Councillor Dwight Ganske with no additional accepted nominations, Councillor Dwight Ganske was declared the committee Chair.

5. **Selection of Vice-Chair**

Following the nomination of Councillor Ed Gibbons with no additional accepted nominations, Councillor Ed Gibbons was declared the committee Vice-Chair.

6. **Approval of Minutes, September 18, 2015**

   **Motion:** That the Housing Committee minutes of September 18, 2015 be approved.
   **Moved by:** Councillor Dan Warawa, Lamont Sub-Region
   **Decision:** Carried unanimously

7. **Provincial Housing Strategy**

7.1 **Deputy Minister Update**

   Presentation to Committee members by Shannon Marchand, Deputy Minister of Seniors.

8. **2015/16 Housing Work Plan Updates**

8.1 **Sub-Regional Housing Needs Assessments**

   Presentation to Committee members by Gary Gordon, Gordon and Associates.

8.2 **2015 Housing Symposium Evaluation**

   Presentation to Committee members by Stephanie Chai, CRB Administration.

8.3 **Our Affordable Future: Implementation**

   **Motion:** That the Housing Committee receive the 2015/2016 Work Plan Updates for information.
   **Moved by:** Mayor Mel Smith, Sturgeon Sub-Region
   **Decision:** Carried unanimously

9. **Housing Advocacy**
Motion: That the Housing Committee recommend to the Capital Region Board that letters be sent, from the Board Chair to the Provincial and Federal Governments, to continue funding the Housing Subsidies.
Moved by: Mayor Mel Smith, Sturgeon Sub-Region
Decision: Carried unanimously

8. Growth Plan Update 2.0

10.1 Committee Consultation

Motion: That the Housing Committee Growth Plan Update 2.0 Committee Consultation Summary be referred to the Growth Plan Update Task Force for information.
Moved by: Councillor Ed Gibbons, Edmonton Sub-Region
Decision: Carried unanimously

11 Adjournment

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

Meeting adjourned at 11:00 a.m.

Next Meeting: January 29 at 9:00 a.m., Hosted by Redwater

Committee Chair, Councillor Dwight Ganske
MANDATE CONSIDERATIONS FOR SECOND FACILITATED BOARD DISCUSSION DECEMBER 10*

Purpose: to obtain direction from Board members in relation to the following objectives:

- Establish principles for decision-making (see 2.0)
- Review existing Mandate and authorities of CRB, (see 3.0) and determine:
  1. If existing authorities encompass the matters discussed on November 12
  2. If Economic Development should be explicitly added to the mandate in Part 1 (see Appendix, page 4)

WHAT WE HEARD NOVEMBER 12

1.0 The CRB input on November 12th can be characterized as follows:
- Dramatic changes in mandate are not anticipated nor are they desirable;
- CRB has no appetite to move toward another order of Government;
- Existing legislation and regulation may be able to incorporate added focus areas;
- Any new mandate area must come with appropriate provincial funding;
- Consider not just the coming 10 years, but also 20 and 30 years into the future
- Consider “Transportation” and not just “Transit”.
- Advocacy should be a role for CRB, but need not be a specific mandate area.
- Begin with Principles; then develop mandates

2.0 As above, suggested Principles to inform the mandate discussion are:
- Regional Governance does not equal Regional Government
- Mandate areas are those which have the potential to be regionally significant.
- Our Vision is for 50 years; Our Plan is for 30 years.

RECOMMENDATION 1:
THAT THESE THREE PRINCIPLES BE INCLUDED IN THE FINAL RECOMMENDED MOTION TO THE BOARD

*accompanying mandate presentation in comprehensive agenda package
3.0 Authorities discussed November 12 can be found in CRB Regulation (see Appendix)

With respect to regional land use planning, the Regulation (38/2012) provides the following authorities:

**Part 1: Mandate of the Board**

*Section 3* provides the mandate to undertake a Growth Plan, advise the Minister on implementation and facilitate regional issues resolution, and implement policies for cost sharing.

**Part 2: Preparation of the Capital Region Growth Plan**

*Section 12 (1)* of the regulation provides specific direction as to the content and scope of the Growth Plan.

*Section 12 (2)* speaks to a broader role “In preparing a proposed Capital Region Growth Plan, the Capital Region Board may also have regard to any matter relating to the physical, social or economic development of the Capital Region.” (italics by author)

With respect to Integration of Inputs from CRB into existing authorities, Figure 1 page 3, identifies the items discussed on November 12 against the planning requirements identified in mandate section of the existing Regulation. It illustrates that virtually all of the items discussed could be addressed within the existing mandate if the Board so chooses.

**RECOMMENDATION 2:**

THAT CRB RECOGNIZES THE EXISTING PLANNING MANDATE INCLUDES ALL MATTERS IDENTIFIED IN THE NOVEMBER 12 DISCUSSIONS

4.0 Pursuing Economic Development as part of the mandate, as per the Minister’s request

The question, therefore, is whether the mandate itself should be changed to include economic development.

**RECOMMENDATION 3:**

THAT ECONOMIC DEVELOPMENT BE ADDED TO THE MANDATE
FIGURE 1

Part 1 
Mandate

- a) Growth Plan
- b) Advise Minister
- c) Resolve Issues
- d) Implement Cost Sharing
- e) Other Duties

Part 2 
Capital Region Growth Plan

- 12 a) (ii) c) Agricultural Lands
- f) Infrastructure
  - (iii) Corridors
  - (iv) Environmental
- b) Transit Network
- c) Coordinate GIS
- d) Affordable Housing

Part 3 
Economic Development

- Cluster Research
- Marketing Strategy
- Brand Strategy
- Diversification
- Workforce Growth

"Economic Development"
APPENDIX

EXTRACTED FROM ALBERTA REGULATION AR 38/2012

Part 1
Capital Region Board

Establishment of Board

2(1) The Capital Region Board is established.
(2) The Capital Region Board is a corporation consisting of

   (a) the participating municipalities, as represented by the persons appointed by the participating municipalities under subsection (3) or designated by subsection (5),

   (b) the persons appointed by the Lieutenant Governor in Council under subsection (7), and

   (c) if applicable, the interim chair appointed under section 4(2).

(3) Each participating municipality shall appoint

   (a) a person to represent the participating municipality on the Capital Region Board, and

   (b) a person to act in the representative’s place in the event of the representative’s temporary absence or temporary inability to act.

(4) A representative appointed under subsection (3) must be a councillor of the participating municipality that appointed that representative.

(5) Until a participating municipality appoints a representative under subsection (3), the chief elected official of the participating municipality is designated as that municipality’s representative.

6) If the representative of a participating municipality that is a town or village is unable to attend a meeting of the Capital Region Board, the Capital Region Board, on the request of the participating municipality, shall provide for an alternative method of representation for the participating municipality at that meeting.
(7) The Lieutenant Governor in Council may appoint one or more persons to represent the Government of Alberta on the Capital Region Board, but those persons do not have voting rights.

[NOTE: Section 3 provides the overarching mandate for CRB and references the detailing of that mandate in Part 2]

Mandate of Board

3 The Capital Region Board shall

(a) prepare a proposed Capital Region Growth Plan in accordance with Part 2,

(b) advise and make recommendations to the Minister regarding the preparation and implementation of the Capital Region Growth Plan,

(c) facilitate the resolution of issues arising from the preparation and implementation of the Capital Region Growth Plan,

(d) implement policies for the sharing of costs among the participating municipalities for regional projects of the Capital Region, and

(e) carry out any other functions and duties as the Minister directs.

Chair of Board

4(1) The representatives appointed under section 2(3) or designated by section 2(5) shall elect from among themselves a chair of the Capital Region Board, whose term expires on the date the chair’s current term as a councillor expires.

(2) Despite subsection (1), the Minister may by order appoint an interim chair of the Capital Region Board for a term specified by the Minister.

(3) If the Minister appoints an interim chair, the term of the chair elected under subsection (1) commences on the day after the day the interim chair’s term expires.

(4) The interim chair does not have voting rights.
5(1) Subject to sections 2(7) and 4(4), each representative has one vote.

(2) If a decision of the Capital Region Board is to be made by a vote, the decision must be supported by not fewer than 17 representatives from participating municipalities that collectively have at least 75% of the population in the Capital Region.

(3) Subject to section 2(6), if a representative is not present when a vote of the Capital Region Board is taken, or abstains from voting, the representative is deemed to have voted in the affirmative.

Powers and duties of Board

6 Section 602.08 of the Act applies with any necessary modifications in respect of the Capital Region Board as if it were a regional services commission.
AR 38/2012 s6;39/2015

Part 2

Preparation of Capital Region Growth Plan

Preparation of Plan

10 The Capital Region Board shall, within the time and in the form and manner specified by the Minister, prepare and submit to the Minister a proposed Capital Region Growth Plan.

Objectives of Plan

11 The objectives of the Capital Region Growth Plan are

(a) to promote an integrated and strategic approach to planning for future growth in the Capital Region;

(b) to identify the overall development pattern and key future infrastructure investments that would

(i) best complement existing infrastructure, services and land uses in the Capital Region, and
(ii) maximize benefits to the Capital Region;

(c) to co-ordinate decisions in the Capital Region to sustain economic growth and ensure strong communities and a healthy environment.

Contents of Plan

12(1) Except as otherwise specified by the Minister, a proposed Capital Region Growth Plan must contain the following:

(a) a comprehensive, integrated regional land use plan for the Capital Region that includes the following:

(i) population and employment projections;
(ii) the identification of
   (A) priority growth areas,
   (B) land supply for residential, commercial and industrial purposes,
   (C) agricultural lands,
   (D) buffer areas,
   (E) density of development, and
   (F) the development and location of infrastructure;
(iii) the identification of corridors for recreation, transportation, utilities and intermunicipal transit;
(iv) policies regarding environmentally sensitive areas;
(v) policies for the co-ordination of planning and development among the participating municipalities;
(vi) specific actions to be taken by the participating municipalities to implement the land use plan;

(b) a regional intermunicipal transit network plan for the Capital Region that includes the following:

(i) the decision-making process to approve the regional intermunicipal transit network;
(ii) procedures for implementing the delivery of regional intermunicipal transit services;
(iii) provision for special transit services for persons with disabilities;
(iv) methods for reviewing and monitoring the regional intermunicipal transit network plan;

(c) a plan to co-ordinate geographic information services for the Capital Region that includes the following:

(i) the protocols and the methods for collecting, storing and accessing data;

(ii) the protocols and the methods for compiling and analyzing information;

(iii) standardized terminology and standards for mapping capabilities for the participating municipalities;

(d) a plan regarding social and market affordable housing requirements for the Capital Region that includes recommendations with respect to the following:

(i) the general location of social housing;

(ii) options to increase market affordable housing.

[NOTE: Section 12 (2), references residual authorities of the Board, still referencing the Growth Plan]

(2) In preparing a proposed Capital Region Growth Plan, the Capital Region Board may also have regard to any matter relating to the physical, social or economic development of the Capital Region.

13 and 14 Repealed AR 39/2015 s3.
Item 12

Mandate Review

a. Facilitated Discussion
Recommendations For Today

1. That these three principles be included in the final recommended motion to the Board?
2. That CRB recognizes the existing planning mandate includes all matters identified in the November 12 Discussions?
3. That Economic Development be added to the mandate.

Background

On November 12th CRB provided important input as to their preferred approach to the determination of Mandate, some points of which included:

• Consider not just the coming 10 years, but also 20 and 30 years into the future.
• Establish principles.
• Consider the “big bucket” mandate areas in our existing legislation and regulation; can expanded mandates be considered under those authorities?
Background

On November 12th CRB provided important input as to their preferred approach to the determination of Mandate, some points of which included:

- ADVOCACY is an area CRB should be addressing.
- TRANSPORTATION should replace TRANSIT as a mandate consideration.
- Process: Refer draft work to AMC for input; then final work can come to the Board.

The Governance Continuum

Collaboration and Planning

- Advocacy
- Regulation

CRB Governance

Reg. Water
Solid Waste
Reg. Sewer
Transit
Ec. Dev.

Not In scope for CRB Government

Legislated
Principles

- Regional Governance does not equal Regional Government
- Mandate areas are those which have the potential to be regionally significant.
- Our Vision is for 50 years; Our Plan is for 30 years.

Assumptions

Any new mandate area for CRB will come with new provincial funding.
Present Authorities of the CRB

Current Mandate of the Board

(a) prepare a proposed Capital Region Growth Plan in accordance with Part 2,

(b) advise and make recommendations to the Minister regarding the preparation and implementation of the Capital Region Growth Plan,

(c) facilitate the resolution of issues arising from the preparation and implementation of the Capital Region Growth Plan,

(d) implement policies for the sharing of costs among the participating municipalities for regional projects of the Capital Region, and

(e) carry out any other functions and duties as the Minister directs.
Present Authorities of the CRB

Current Mandate of the Board

Section 12 (2) speaks to a broader role:

*In preparing a proposed Capital Region Growth Plan, the Capital Region Board may also have regard to any matter relating to the physical, social or economic development of the Capital Region.*

Current Mandate - Part 1

- a) Growth Plan
- b) Advise Minister
- c) Resolve Issues
- d) Implement Cost Sharing
- e) Other Duties
Current Mandate - Part 2

Part 2 Capital Region Growth Plan

12 a) (ii) c) Agricultural Lands
   f) Infrastructure
   (iii) Corridors
   (iv) Environmental

b) Transit Network
c) Coordinate GIS
d) Affordable Housing

Current Mandate - Part 1 & 2

Part 1 Mandate
a) Growth Plan
b) Advise Minister
c) Resolve Issues
d) Implement Cost Sharing
e) Other Duties

Part 2 Capital Region Growth Plan
12 a) (ii) c) Agricultural Lands
   f) Infrastructure
   (iii) Corridors
   (iv) Environmental

b) Transit Network
c) Coordinate GIS
d) Affordable Housing
In preparing a proposed Capital Region Growth Plan, the Capital Region Board may also have regard to any matter relating to the physical, social or economic development of the Capital Region.
Recommendation For Today (1 of 3)

1. That these three principles be included in the final recommended motion to the Board?

- *Regional Governance does not equal Regional Government*
- *Mandate areas are those which have the potential to be regionally significant.*
- *Our Vision is for 50 years; Our Plan is for 30 years.*

Recommendation For Today (2 of 3)

2. That CRB recognizes the existing planning mandate includes all matters identified in the November 12 Discussions?

December 3, 2015
Recommendation For Today (2 of 3)

Part 1: Mandate

- a) Growth Plan
- b) Advise Minister
- c) Resolve Issues
- d) Implement Cost Sharing
- e) Other Duties

Part 2: Capital Region Growth Plan

- 12 a) Agricultural Lands
- f) Infrastructure
- iii) Corridors
- iv) Environmental
- b) Transit Network
- c) Coordinate GIS
- d) Affordable Housing

12.2 "Any Other Matters"

Economic Development?

- Cluster Research
- Marketing Strategy
- Brand Strategy
- Diversification
- Workforce Growth
Future Mandate?

Recommendation For Today (3 of 3)

3. That Economic Development be added to the mandate.
Next Steps

(Malcolm)

2016

• January 21 – AMC workshop retreat
• February 11 – Facilitated board discussion
• March 10 (no later than) – Board motion confirming mandate
• March – Report to the Minister