



Minutes of the meeting of  
the Capital Region Board  
held at Empire Ballroom, Fairmont Hotel Macdonald  
on Thursday, April 10, 2014

**Delegates in Attendance:**

Mayor Nolan Crouse – St. Albert/Chair  
Mayor Camille Berube – Beaumont  
Mayor Bill Skinner – Town of Lamont  
Councillor Bonnie Riddell – Strathcona County  
Mayor Don Iveson – Edmonton  
Mayor Gale Katchur – Fort Saskatchewan  
Mayor Lisa Holmes – Morinville  
Mayor Fred Lindsay – Wabamun  
Mayor John Whaley – Leduc County  
Councillor Lori Lumsden – Redwater  
Councillor Dwight Ganske – Stony Plain  
Mayor Ralph van Assen – Warburg

Mayor Randy Boyd – Bon Accord  
Mayor Stephen Lindop – Devon  
Mayor Stuart Houston – Spruce Grove  
Mayor Doug Horner – Gibbons  
Mayor Barry Rasch – Thorsby  
Mayor Karl Hauch – Bruderheim  
Mayor Ken Baril – Legal  
Mayor Tom Flynn – Sturgeon County  
Mayor Greg Krischke – City of Leduc  
Reeve Wayne Woldanski – Lamont County  
Ivan Moore – Government of Alberta

**Absent:**

Mayor Don Faulkner - Calmar

Mayor Rod Shaigec – Parkland County

**CRB Administration:**

Doug Lagore, Chief Executive Officer  
Neal Sarnecki, Project Manager  
Sharon Shuya, Project Manager  
Loreen Lennon, Communications Manager  
Charlene Chauvette, Office Manager

Stephanie Chai, Planning Intern  
Amanda Borman, Administrative Assistant



## 1. Call to Order

Called to order 9:04 a.m.

## 2. Chair's Opening Remarks

Chair Crouse advised members of a six-month extension of the Growth Plan Update deadline and an additional \$500,000 for the project given by Alberta Municipal Affairs. Chair Crouse referred to the copies of the CRB's 2013 Annual Report left on the table for the members' review and confirmed that the CRB administration will be forwarding an additional copy to all member CAOs. Chair Crouse informed members that the CRB cancelled the Capital Region Caucus dinner scheduled for the Edmonton Petroleum Club April 10, 2014 due to low participation.

## 3. Approval of Agenda

**Moved by** Mayor Boyd.

B2014-19

**Motion:** To approve the agenda of April 10, 2014.

**Motion carried unanimously.**

## 4. Approval of Minutes of March 13, 2014

Members requested the minutes reflect Mayor Shaigec, Parkland County relinquishing the Chair position back to Chair Crouse following the St. Albert Motion – Revised CRB Administrative Procedures for the Regional Evaluation Framework. Mayor Kruschke also requested the minutes indicate his departure from, and Councillor Dana Smith's arrival at, the table, along with a note that Councillor Smith receive the meeting per diem.

**Moved by** Mayor Flynn.

B2014-20

**Motion:** To approve the minutes of March 13, 2014 as amended by the members.

**Motion carried unanimously.**

## 5. REF Applications

### a. Sturgeon County Motion - Proposed Municipal Development Plan Revisions

**Moved by** Mayor Flynn.

B2014-21

**Motion:** That the Capital Region Board approve the proposed revisions to REF 2014 - 001, as described in Attachment B, which provide clarity and reinforce Sturgeon County's proposed MDP's consistency with the Growth Plan;

And,

That this approval be given conditionally upon Sturgeon County incorporating the proposed revisions into Bylaw 1313/13 prior to Third Reading.

**Motion carried unanimously.**



b. REF 2014-001, Sturgeon County Proposed Municipal Development Plan

With the Capital Region Board's approval of item 5a, the City of Edmonton withdrew its appeal of REF 2014-001, removing item 5b from the agenda.

**6. Growth Plan Update Task Force**

Mayor Holmes, Morinville, Vice-Chair of the Growth Plan Update Task Force presented a verbal update on the current status of the Task Force.

IR.2014.03

**Information Request:** Members requested that CRB administration report on the province's position on Agricultural Land Policy.

**7. Other Business**

a. North Saskatchewan Regional Plan – Regional Advisory Council Nominations

The Board concurred with the CEO's recommendation to apply to appoint Mr. Neal Sarnecki, CRB Project Manager to the Advisory Council. Mr. Sarnecki clarified that the Land Use Secretariat identified the CRB as a group to provide representation and also stated that this council operates without the use of alternate members. It was further clarified that the time commitment for this council has been identified as six days a month over approximately four summer months.

b. St. Albert Motion – Revise CRB Administrative Procedures for the Regional Evaluation Framework

Chair Crouse relinquished the Chair position to CRB Vice-Chair Mayor Berube. Mayor Crouse introduced the item.

**Moved by** Mayor Crouse.

B2014-22

**Motion:** That, effective beginning July 1, 2014, the CRB CEO revise the May 9, 2013 "CRB Administrative Procedure for the Regional Evaluation Framework", (and any other related policies, procedures and terms of reference) by including clarification in the following 5 areas:

1. Prior to Step # 1 "Receipt of Application by CRB", the CRB staff may be consulted by an Applicant for advice relative to submission of a REF application.
2. The best professional advice shall be provided to the Applicant by staff in writing. At this stage there shall be no consultant yet engaged by the CRB.
3. Once Step # 3 "Application Deemed Complete" is achieved, there shall be no further advice given by CRB staff, CRB consultants and no changes made to the application whatsoever.
4. By sending the "Deemed Complete" email, that email verifies the final document to be evaluated. Clarification may be sought but no changes whatsoever (other than typos, grammar, immaterial errors etc.) may be made to the documents from this point forward until a decision is made by the CRB. If the Third Party Consultant requires clarification regarding an Application, then a supplemental report may be submitted by the Applicant for clarity, but there shall be no alteration made to the original Application.
5. The appeal period be changed from 14 calendar days to 28 calendar days.

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



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

## 8. Administrative Items

- a. CEO's update
  - a. Information Requests – Part of agenda package
  - b. 2015-2016 Board Meeting Schedule – Information only
- b. REF Approval Process Update

Members noted that item 8b2 is now moot as the St. Albert Motion – “Revise CRB Administrative Procedures for the Regional Evaluation Framework”, item 7b has passed.

**Moved by** Mayor Katchur.

B2014-23

**Motion:** That the Capital Region Board receive the update on the REF approval process as information.

**Motion carried unanimously.**

- c. Quarterly Financial Statement; shared by CEO, Doug Lagore

## 9. Committee/Task Force Minutes

- a. Land Use & Planning Committee (*draft minutes provided*)
- b. Regional Services Committee (*draft minutes provided*)

## 10. Representation from the Public

- a. Presentation by the Alberta Electric System Operator (AESO)

Mr. Bill Strongman, Senior Advisor from AESO provided an overview of the Long-term Transmission Plan for the Edmonton region.

## 11. Adjournment

**Moved by** Mayor Krischke.

B2014-24

**Motion:** To adjourn the meeting.

**Motion carried unanimously.**

The meeting was adjourned at 10:46 a.m.

CRB Chair, Nolan Crouse

CRB CEO, Doug Lagore