Board Meeting Agenda  
March 12, 2015 – 10:00 a.m. – Noon  
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 February 12, 2015  
   Pg. 3 of 47

5. Presentation by TELUS World of Science

6. Governance, Priorities & Finance Committee
      Pg. 8 of 47
      
      **Recommended 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.

7. Advocacy & Monitoring Committee
   a. CRB Provincial Election Advocacy  
      Pg. 28 of 47
      
      **Recommended Motion:** That the Capital Region Board approve the CRB Provincial Election Advocacy Strategy for Spring 2015, as recommended by the Advocacy & Monitoring Committee.

8. Growth Plan Update Task Force
   a. Schedule of Meetings  
      Pg. 31 of 47

9. Board Information Requests Update  
   Pg. 33 of 47

10. Committee/Task Force Minutes
    a. Advocacy & Monitoring Committee – Draft Minutes, Chair Update  
       Pg. 38 of 47
    b. Governance, Priorities & Finance Committee – Draft Minutes, Chair Update  
       Pg. 41 of 47
    c. Land Use & Planning Committee – Draft Minutes, Chair Update  
       Pg. 43 of 47
    d. Housing Task Force – Draft Minutes, Chair Update  
       Pg. 45 of 47

11. Transit Committee Update
12. St. Albert – Notice of Motion – Pay to Participate Policy

**Notice of Motion:** That the CEO recommends in 2015 to the Governance Priorities and Finance Committee, and ultimately the Board, a draft framework and/or policy whereby members may choose to ‘Pay to Participate’ on certain Board direct initiatives.

13. Administrative Items

   a. CEO’s Update

14. Adjournment
Minutes of the meeting of
the Capital Region Board
held at Grand Ballroom, Chateau Louis Conference Centre
on Thursday, February 12, 2015

Delegates in Attendance:
Mayor Nolan Crouse – St. Albert/Chair
Mayor Camille Berube – Beaumont
Mayor Randy Boyd – Bon Accord
Mayor Karl Hauch – Bruderheim
Councillor Tanya Hugh – Devon (alternate)
Mayor Don Iveson – Edmonton
Mayor Gale Katchur – Fort Saskatchewan
Councillor Amber Harris – Gibbons
Mayor Bill Skinner – Lamont
Reeve Wayne Woldanski – Lamont County
Mayor Greg Krischke – Leduc
Mayor John Whaley – Leduc County
Mayor Ken Baril – Legal
Councillor Stephen Dafoe – Morinville (alternate)
Mayor Rodney Shaigec – Parkland County
Mayor Mel Smith – Redwater
Alderman Wayne Rothe – Spruce Grove (alternate)
Mayor William Choy – Stony Plain
Mayor Roxanne Carr – Strathcona County
Mayor Tom Flynn – Sturgeon County
Mayor Barry Rasch – Thorsby
Councillor Art Erickson – Wabamun (alternate)
Mayor Ralph van Assen – Warburg
Gary Sandberg – Government of Alberta

Absent:
Councillor Anne Donovan – Calmar

CRB Administration:
Malcolm Bruce, CEO
Sharon Shuya, Project Manager
Neal Sarnecki, Project Manager
Loreen Lennon, Communications Manager
Stephanie Chai, Director of Special Projects
Charlene Chauvette, Office Manager
Brandt Denham, GIS Coordinator
Amanda Borman, Executive Assistant
Lisa Saskiw, Administrative Assistant
1. Call to Order
   Called to order 9:00 a.m.

2. Chair’s Opening Remarks
   Chair Crouse welcomed both new CEO Malcolm Bruce and guest Dr. Allan Wallis, a professor from the University of Colorado Denver on a Fulbright scholarship comparing regionalism in Denver, Calgary and the Capital Region. Chair Crouse advised members that the March 12 Board meeting would be delayed by one hour to begin at 10:00 a.m. in order to accommodate member attendance at the AUMA MLA Breakfast that morning. Chair Crouse announced that a letter from Minister McQueen has confirmed approval for CRB’s request to align its fiscal year end with the provincial year end – from Dec 31 to March 31.

3. New Chief Executive Officer Introduction
   A brief self introduction by Mr. Malcolm Bruce followed by the announcement that he is looking forward to meeting all Board members and CAOs during his introduction tour, taking place over the next several weeks.

4. Approval of Agenda
   Moved by Mayor Flynn. Accepted by Chair.
   
   Motion: To approve the Agenda of February 12, 2015, as amended by the addition of Item 10c.
   
   Motion carried unanimously.

5. Approval of Minutes
   Moved by Mayor Boyd. Accepted by Chair.
   
   Motion: To approve the Minutes of December 11, 2014.
   
   Motion carried unanimously.

6. Governance, Priorities & Finance Committee
   
   a. Priority “A” Projects 2015-2016 Budget
   
   Moved by Mayor Berube. Accepted by Chair.
   
   Motion: That the Capital Region Board approve the Proposed Priority “A” Projects 2015-2016 Budget as recommended by the Governance, Priorities & Finance Committee.
   
   Mayor Boyd moved an amendment. Amendment accepted by Chair.
Amendment: That the Regional Household Survey be moved to the Priority “B” Projects List and the Public Transit Advocacy Strategy, Specialized Transit-Regional Needs Assessment and the Sub-Regional Housing Plan Model be moved up to the Priority “A” Projects List.

6 in favour, 18 opposed. Not supported by 17 or more municipalities comprising more than 75 percent of the population. Amendment failed.

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

Motion carried unanimously.*

*On the understanding that line item #11 is removed due to the Regional Symposium postponement to 2016 and that the funds will now be included in the unallocated funds line item.

b. Priority “B” Projects Grant Funding

Moved by Mayor Berube. Accepted by Chair.

Motion: That the Capital Region Board approve a membership contribution of $315,000 for the Priority “B” Projects 2015-2016 as recommended by the Governance, Priorities & Finance Committee.

Mayor Flynn, Sturgeon County, put forward a friendly amendment to include “subject to Provincial matching”. The friendly amendment was accepted.

Motion: That the Capital Region Board approve a membership contribution of $315,000 for the Priority “B” Projects 2015-2016 as recommended by the Governance, Priorities & Finance Committee, subject to Provincial matching.

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

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

17 in favour, 7 opposed. Supported by 17 or more municipalities comprising more than 75 percent of the population. Motion carried.

7. St. Albert – Motion – Regional Services Committee

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

Moved by Mayor Crouse. Accepted by Vice-Chair.

Motion: That the CEO work with the Regional Services Committee and the Governance, Priorities & Finance Committee, to determine if the need exists any longer for the Regional
Services Committee, and if necessary, propose appropriate Board recommendations by August, 2015 in this regard, including any related restructuring recommendations.

Mayor Choy moved an amendment. Amendment accepted by Vice-Chair.

**Amendment:** That the CEO work with the Board to determine if the need exists any longer for any and all CRB Committees.

**Motion withdrawn by** Mayor Choy, with consent of the Capital Region Board members.

**Motion:** That the CEO work with the Regional Services Committee and the Governance, Priorities & Finance Committee, to determine if the need exists any longer for the Regional Services Committee, and if necessary, propose appropriate Board recommendations by August, 2015 in this regard, including any related restructuring recommendations.

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

8. Administrative Items

   a. CEO's Update

      Mr. Bruce provided a brief update to the members regarding the Economic Development Initiative and announced the postponement of the Collaborate to Compete: Regional Symposium to 2016.

9. Board Information Requests Update

   Mayor Iveson, Edmonton, requested clarification on the completion of IR.2014.16. Members agreed that this matter would be reviewed by the Advocacy & Monitoring Committee.

   **Information Request:** Members requested that CRB administration report on whether a position on the *Municipal Government Act* should be taken by the Board.

10. Committee/Task Force Minutes

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

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

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

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

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

The Chair declared the meeting adjourned at 10:36 a.m.

CRB Chair, Nolan Crouse  CRB CEO, Malcolm Bruce
2014 Audited Financial Statements

Recommended 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.

Background

- Section 9 of the CRB Regulation requires the Board to submit an annual report on its activities in the preceding year to the Minister of Municipal Affairs by May 1, including audited financial statements.

- The Ministry of Minister of Municipal Affairs provided the Capital Region Board with an operating Grant in the amount of $3.5 million for the period from April 1, 2014 to March 31, 2015. This Grant Agreement requires that the Board submit financial statements as part of the reporting requirements.

Next Steps

- Following approval of the 2014 Audited Financial Statements by the Board, CRB administration will incorporate them into the CRB’s Annual Report and forward them to the Ministry of Municipal Affairs.

- Unaudited financial statements for the period from January 1, 2015 to March 31, 2015 are required to fulfill the Grant reporting requirements. These unaudited financial statements will be prepared by Hawkings Epp Dumont LLP and provided to the Ministry of Municipal Affairs at a later date.

Attachments:

1. Audit Findings letter
2. 2014 Audited Financial Statements
March 12, 2015

Capital Region Board
Suite 1100, Bell Tower
10104-103 Avenue
Edmonton, Alberta T5J 0H8

Attention: Board of Directors

Dear Board Members:

RE: 2014 AUDIT FINDINGS LETTER

The purpose of this communication is to summarize certain matters arising from the audit that we believe would be of interest to the Board. Additionally, during the course of our audit we identified matters that may be of interest to management.

This communication should be read in conjunction with the financial statements and our report thereon, and it is intended solely for the use of the Board and should not be distributed to external parties without our prior consent. Hawkings Epp Dumont LLP accepts no responsibility to a third party who uses this communication.

AUDIT FINDINGS

It is important for the Board to understand the responsibilities that rest with Capital Region Board and its management and those that belong to the auditor in relation to the financial statement audit.

Our audit of Capital Region Board’s financial statements was performed in accordance with Canadian Auditing Standards. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements present fairly, in all material respects, the financial position, results of operations and fund balances, and cash flows of Capital Region Board in accordance with Canadian public sector accounting standards.

Accordingly, we planned and performed our audit to provide reasonable, but not absolute, assurance of detecting fraud and errors that have a material effect on the financial statements taken as a whole, including illegal acts whose consequences have a material effect on the financial statements.
The audit included consideration of internal control relevant to the preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control.

Canadian Auditing Standards do not require the auditor to design procedures for the purpose of identifying supplementary matters to communicate to the Board. Accordingly, our audit would not necessarily identify all such matters that may be of interest to the Board and management and it is inappropriate to conclude that no such matters exist.

**MANAGEMENT RESPONSIBILITIES**

Management is responsible for the preparation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

**AUDIT APPROACH**

In gathering our audit evidence, we utilized a substantive approach to the audit of Capital Region Board. This approach allowed us to issue an audit opinion on the financial statements in the most cost-effective manner, while still obtaining the assurance necessary to support our audit opinion. In performing our audit, our work focused on, but was not limited to, areas that we believed had a higher risk of being materially misstated. A substantive approach is more appropriate when an entity processes a relatively low volume of transactions and may not have strong internal controls due to limited segregation of duties. In obtaining the required audit evidence to support our report, we did not place reliance on any internal controls that may exist at Capital Region Board.

**MATERIALITY**

Materiality in an audit is used as a guide for planning the nature and extent of audit procedures and for assessing the sufficiency of audit evidence gathered. It is also used in evaluating the misstatements found and determining the appropriate audit opinion to express.

A misstatement, or the aggregate of all misstatements in financial statements, is considered to be material if, in the light of surrounding circumstances, it is probable that the decision of a person who is relying on the financial statements, and who has a reasonable knowledge of business and economic activities (the user), would be changed or influenced by such misstatement or the aggregate of all misstatements. The materiality decision ultimately is based on the auditors’ professional judgment.

The auditor's determination of materiality is a matter of professional judgment, and is affected by the auditor's perception of the financial information needs of users of the financial statements. In planning our audit, we have concluded that a materiality level of 2% of expenses is appropriate. However, we anticipate that management will record any adjustments that we propose that are of a non-trivial nature.
SIGNIFICANT FINDINGS FROM THE AUDIT

Our objective is to communicate appropriately to the Board and management deficiencies in internal control that we have identified during the audit and that, in our professional judgment, are of sufficient importance to merit being reported to the Board.

The audit findings contained in this letter did not have a material effect on Capital Region Board’s financial statements, and as such, our audit report is without reservation with respect to these matters.

Significant Deficiencies in Internal Control

Our audit procedures did not reveal any significant deficiencies in internal control.

Significant Qualitative Aspects of Accounting Practices

Management is responsible for determining the significant accounting policies. The choice of different accounting policy alternatives can have a significant effect on the financial position and results of operations of Capital Region Board. The application of those policies often involves significant estimates and judgments by management.

We are of the opinion that the significant accounting policies, estimates and judgments made by management, and the related financial disclosures, do not materially misstate the financial statements taken as a whole.

Uncorrected Misstatements

There were no uncorrected misstatements aggregated by our Firm, for the year ended December 31, 2014.

Significant Difficulties Encountered During the Audit

We encountered no significant difficulties during our audit that should be brought to the attention of the Board.

OTHER MATTERS

Change of year-end

Effective January 1, 2015 the Capital Region Board was approved by Alberta Municipal Affairs to change its financial year-end from December 31 to March 31 in order to align its fiscal year-end with the Province’s fiscal year-end. This will benefit the Capital Region Board because it will be able to align its financial and budget platform with the funder.

To transition to this new financial year-end, the three month period January 1, 2015 to March 31, 2015 is to be treated as a financial year. An audit report will be issued on this 3 months stub period.
Management Representations

Management’s representations are integral to the audit evidence we will gather. Prior to the release of our report, we will require management’s representations in writing to support the content of our report.

AUDITOR INDEPENDENCE

We have been engaged to audit the financial statements of Capital Region Board for the year ended December 31, 2014.

We believe it is important to communicate, at least annually, with you regarding all relationships between the Capital Region Board and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by the Institute of Chartered Accountants of Alberta and applicable legislation, covering such matters as:

(a) holding a financial interest, either directly or indirectly, in a client;

(b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;

(c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;

(d) economic dependence on a client; and

(e) provision of services in addition to the audit engagement.

We have prepared the following comments to facilitate our discussion with you regarding independence matters.

We are not aware of any relationships between Capital Region Board and ourselves that, in our professional judgment, may reasonably be thought to bear on our independence that have occurred from January 1, 2014 to March 12, 2015.

In our proposal of June 09, 2014, we quoted our fees to the Capital Region Board for audit services during the year from January 1, 2014 to December 31, 2014 at $11,300. Non-audit fees amounted to $2,000 during 2014.
We wish to thank Charlene Chauvette, Office Manager for her assistance during our audit work. We appreciate the opportunity to provide audit services to Capital Region Board and we extend our best wishes for a successful 2015.

Yours very truly,

HAWKINGS EPP DUMONT LLP

Michael H. Epp, CA, CMA
Partner

MHE/law

cc: Malcolm Bruce, Chief Executive Officer;
Charlene Chauvette, Office Manager
CAPITAL REGION BOARD
EDMONTON, ALBERTA
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2014
INDEPENDENT AUDITORS’ REPORT

To the Members of Capital Region Board

We have audited the accompanying financial statements of the Capital Region Board, which comprise the statement of financial position as at December 31, 2014 and the statements of operations, changes in net financial assets, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management’s Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors’ Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors’ judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity’s preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Capital Region Board as at December 31, 2014, the results of its operations, change in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Edmonton, Alberta
March 12, 2015

Hawkings Epp Dumont LLP
Chartered Accountants
MANAGEMENT’S RESPONSIBILITY FOR FINANCIAL REPORTING

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards and the integrity and objectivity of these statements are management’s responsibility. Management is also responsible for all of the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises these responsibilities through the Board. The Board reviews internal financial statements on a quarterly basis and external audited financial statements yearly.

The external auditors, Hawkings Epp Dumont LLP, conduct an independent examination, in accordance with Canadian auditing standards, and express their opinion on the financial statements. The external auditors have full and free access to financial management of Capital Region Board and meet when required.

On behalf of Capital Region Board:

Malcolm Bruce, MSM
Chief Executive Officer

Edmonton, Alberta
March 12, 2015
CAPITAL REGION BOARD

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2014

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Financial assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and Cash Equivalents (Note 3)</td>
<td>$ 2,479,258</td>
<td>$ 2,429,229</td>
</tr>
<tr>
<td>Goods and services tax receivable</td>
<td>96,073</td>
<td>39,543</td>
</tr>
<tr>
<td><strong>Total Financial assets</strong></td>
<td>$ 2,575,331</td>
<td>$ 2,468,772</td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable and accrued liabilities</td>
<td>135,080</td>
<td>246,843</td>
</tr>
<tr>
<td>Deferred revenue (Note 4)</td>
<td>2,219,339</td>
<td>2,220,290</td>
</tr>
<tr>
<td>Deferred lease inducement (Note 5)</td>
<td>198,752</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>$ 2,553,171</td>
<td>$ 2,467,133</td>
</tr>
<tr>
<td><strong>Net financial assets</strong></td>
<td>$ 22,160</td>
<td>$ 1,639</td>
</tr>
<tr>
<td><strong>Non-financial assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tangible capital assets (Note 6)</td>
<td>262,085</td>
<td>230,681</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>-</td>
<td>7,440</td>
</tr>
<tr>
<td><strong>Total Non-financial assets</strong></td>
<td>262,085</td>
<td>238,121</td>
</tr>
<tr>
<td><strong>Accumulated surplus</strong></td>
<td>$ 284,245</td>
<td>$ 239,760</td>
</tr>
</tbody>
</table>

**ON BEHALF OF THE BOARD:**

_____________________________ Chair

_____________________________ Vice Chair

The accompanying notes are an integral part of these financial statements.
# CAPITAL REGION BOARD

## STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS

### FOR THE YEAR ENDED DECEMBER 31, 2014

<table>
<thead>
<tr>
<th></th>
<th>2014 Budget</th>
<th>2014 Actual</th>
<th>2013 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grants (Note 4)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Province of Alberta:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operations</td>
<td>$3,092,669</td>
<td>$2,629,054</td>
<td>$2,316,953</td>
</tr>
<tr>
<td>Municipal Internship</td>
<td>19,000</td>
<td>4,403</td>
<td>22,735</td>
</tr>
<tr>
<td>Alberta Community Partnership</td>
<td>600,000</td>
<td>916,613</td>
<td>185,808</td>
</tr>
<tr>
<td>Member Municipalities:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alberta Community Partnership</td>
<td>250,000</td>
<td>65,881</td>
<td>11,352</td>
</tr>
<tr>
<td>Interest and other income</td>
<td>-</td>
<td>26,024</td>
<td>10,439</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$3,961,669</td>
<td>$3,641,975</td>
<td>$2,547,287</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Board and committee expenses:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Honoraria</td>
<td>190,833</td>
<td>122,195</td>
<td>89,067</td>
</tr>
<tr>
<td>Meetings</td>
<td>89,900</td>
<td>74,778</td>
<td>45,813</td>
</tr>
<tr>
<td>Travel</td>
<td>31,766</td>
<td>26,536</td>
<td>18,388</td>
</tr>
<tr>
<td>Board initiatives</td>
<td>465,170</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$3,961,669</td>
<td>$3,597,490</td>
<td>$2,400,196</td>
</tr>
<tr>
<td><strong>Annual surplus</strong></td>
<td>-</td>
<td>44,485</td>
<td>147,091</td>
</tr>
<tr>
<td><strong>Accumulated surplus, beginning of year</strong></td>
<td>239,760</td>
<td>92,669</td>
<td></td>
</tr>
<tr>
<td><strong>Accumulated surplus, end of year</strong></td>
<td>$284,245</td>
<td>$239,760</td>
<td></td>
</tr>
</tbody>
</table>

The accompanying notes are an integral part of these financial statements.
## CAPITAL REGION BOARD
### STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
#### FOR THE YEAR ENDED DECEMBER 31, 2014

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual surplus</td>
<td>$44,485</td>
<td>$147,091</td>
</tr>
<tr>
<td>Acquisition of tangible capital assets</td>
<td>(66,570)</td>
<td>(192,564)</td>
</tr>
<tr>
<td>Amortization of tangible capital assets</td>
<td>35,166</td>
<td>15,053</td>
</tr>
<tr>
<td>Loss on write-off of tangible capital assets</td>
<td>-</td>
<td>30,420</td>
</tr>
<tr>
<td></td>
<td>(31,404)</td>
<td>(147,091)</td>
</tr>
<tr>
<td>Acquisition of prepaid expense</td>
<td>-</td>
<td>(7,440)</td>
</tr>
<tr>
<td>Use of prepaid expense</td>
<td>7,440</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>7,440</td>
<td>(7,440)</td>
</tr>
<tr>
<td>(Increase) decrease in net financial assets</td>
<td>20,521</td>
<td>(7,440)</td>
</tr>
<tr>
<td>Net financial assets, beginning of year</td>
<td>1,639</td>
<td>9,079</td>
</tr>
<tr>
<td>Net financial assets, end of year</td>
<td>$22,160</td>
<td>$1,639</td>
</tr>
</tbody>
</table>

The accompanying notes are an integral part of these financial statements.
### CAPITAL REGION BOARD

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2014

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual surplus</td>
<td>$44,485</td>
<td>$147,091</td>
</tr>
<tr>
<td>Items not involving cash:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amortization of tangible capital assets</td>
<td>35,166</td>
<td>15,052</td>
</tr>
<tr>
<td>Loss on disposal of tangible capital assets</td>
<td>-</td>
<td>30,420</td>
</tr>
<tr>
<td>Change in non-cash working capital balances from operations:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Goods and Services Tax receivable</td>
<td>(56,530)</td>
<td>9,431</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>7,440</td>
<td>(7,440)</td>
</tr>
<tr>
<td>Accounts payable and accrued liabilities</td>
<td>(111,764)</td>
<td>88,537</td>
</tr>
<tr>
<td>Deferred revenue</td>
<td>(951)</td>
<td>2,212,152</td>
</tr>
<tr>
<td>Unamortized deferred lease inducement</td>
<td>198,752</td>
<td>(8,068)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>116,598</td>
<td>2,487,175</td>
</tr>
</tbody>
</table>

| **Capital Activities** |       |       |
| Purchase of tangible capital assets | (66,569) | (192,564) |

| **Change in Cash and Cash Equivalents During the Year** | 50,029 | 2,294,611 |
| **Cash and Cash Equivalents, Beginning of Year** | 2,429,229 | 134,618 |
| **Cash and Cash Equivalents, End of Year** | $2,479,258 | $2,429,229 |

**Additional Cash Flow Information:**

|                      |       |       |
| Interest received during the year | $6,888 | $5,389 |

The accompanying notes are an integral part of these financial statements.
1. NATURE OF OPERATIONS

Capital Regional Board (the "Board") was established by the Capital Region Board Regulation 49/2008 (the "Regulation") under the Municipal Government Act of the Province of Alberta on April 15, 2008. On December 11, 2013, the Regulation was updated (38/2012). The updated Regulation is in effect until November 30, 2018. The Board is an other government entity and is exempt from income taxes.

Members of the Board include elected officials of 24 participating municipalities representing 5 cities (Edmonton, St. Albert, Fort Saskatchewan, Spruce Grove and Leduc), 11 towns (Beaumont, Bon Accord, Bruderheim, Calmar, Devon, Gibbons, Lamont, Legal, Morinville, Redwater and Stony Plain), 3 villages (Thorsby, Wabamun and Warburg), and 5 counties (Strathcona, Lamont, Sturgeon, Parkland and Leduc) in the Capital Region.

The Board was established by the Province to prepare a proposed Capital Region Growth Plan (the "Plan"), advise and make recommendations to the Minister of Municipal Affairs (the "Minister") regarding the preparation and implementation of the Plan, facilitate the resolution of issues arising from the preparation and implementation of the Plan, implement policies for the sharing of costs among the participating municipalities for regional projects of the Capital Region and carry out any other functions and duties as the Minister directs. Key elements of the Plan include development of a regional land use plan, a regional intermunicipal transit network plan, a plan to coordinate geographic information services, and a plan regarding non-market and market affordable housing requirements for the Capital Region.

In June 2009, the Minister requested that the Board complete additional work on the Growth Plan including land use, a cost allocation formula for the municipal portion of regional transit projects, Geographic Information Services (GIS), and the general location of housing. This work was completed in two separate Addenda to the Growth Plan in October and December 2009. The Province of Alberta approved the Growth Plan in March 2010. Since that time, the Capital Region Board has been working to accomplish the projects set out in the updated 2012-2014 business plan.
2. ACCOUNTING POLICIES

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards for other government entities established by the Canadian Public Sector Accounting Board. The financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and within the framework of the accounting policies summarized below:

(a) Revenues

Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purposes specified.

Interest income is recorded as it is earned.

(b) Expenses

Expenses are reported on an accrual basis. The cost of all goods consumed and services received during the year is expensed.

(c) Tangible Capital Assets

Tangible capital assets are recorded at cost, which includes amounts that are directly related to the acquisition, design, construction, development, improvement or betterment of the assets. Cost includes overhead directly attributable to construction and development, as well as interest costs that are directly attributable to the acquisition or construction of the asset.

The cost, less residual value, of the tangible capital assets, is amortized using the following methods at the following annual rates. The half year rule applies to the tangible capital assets in the year when they are purchased or disposed. Only assets with costs in excess of $2,500 are capitalized.

<table>
<thead>
<tr>
<th>Asset</th>
<th>Method</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Furniture and equipment</td>
<td>Declining balance</td>
<td>20%</td>
</tr>
<tr>
<td>Computer</td>
<td>Declining balance</td>
<td>30%</td>
</tr>
<tr>
<td>Leasehold improvements</td>
<td>Straight-line</td>
<td>10 years</td>
</tr>
</tbody>
</table>

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Board's ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value. The net write-downs are accounted for as expenses in the statement of operations.

Contributed capital assets are recorded into revenues at their fair market value on the date of donation, except in circumstances where fair value cannot be reasonably determined, which are then recognized at nominal value. Transfers of capital assets from related parties are recorded at carrying value.

(d) Contributed Goods and Services

Contributed goods and services represent goods and services which the organization would normally purchase. The contribution amount is recorded at the fair value of the goods or services received.

(CONT'D)
2. ACCOUNTING POLICIES (CONT'D)

(e) Prepaid Expenses
Prepaid expenses include deposits and insurance and are charged to expense over the periods expected to benefit from these expenditures.

(f) Measurement Uncertainty
The preparation of financial statements in conformity with Canadian public sector accounting standards, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of the revenues and expenses during the period. Items requiring the use of significant estimates include the useful life of tangible capital assets, rates for amortization, and impairment of assets.

Estimates are based on the best information available at the time of preparation of the financial statements and are reviewed annually to reflect new information as it becomes available. Measurement uncertainty exists in these financial statements. Actual results could differ from these estimates.

(g) Deferred Revenue
Certain amounts are earned pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs or in the delivery of specific services and transactions. These amounts are recognized as revenue in the fiscal year the related expenses are incurred, services are performed or when stipulations are met.

(h) Deferred Lease Inducement
Deferred lease inducement represents the unamortized value of an inducement received when the Board entered into a new ten year lease arrangement for rental of the new office space which commenced on February 1, 2014. Amortization is provided on a straight-line basis over the 10 year term of the related lease as a reduction in office rent.

3. CASH AND CASH EQUIVALENTS

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>$ 479,258</td>
<td>$ 2,429,229</td>
</tr>
<tr>
<td>Temporary investments</td>
<td>2,000,000</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$ 2,479,258</td>
<td>$ 2,429,229</td>
</tr>
</tbody>
</table>

Temporary investments are guaranteed investment certificates bearing interest of 1.05% maturing from May 2015 to July 2015.
4. DEFERRED REVENUE

<table>
<thead>
<tr>
<th>Province of Alberta:</th>
<th>Deferred revenue beginning of year</th>
<th>Amounts received/receivable</th>
<th>Revenue recognized</th>
<th>Deferred revenue end of year</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013-2014 Operations (April 1, 2013 - December 31, 2013)</td>
<td>$ 683,047</td>
<td>-</td>
<td>$ 683,047</td>
<td>-</td>
</tr>
<tr>
<td>2013-2014 Operations (January 1, 2014 - March 31, 2014)</td>
<td>750,000</td>
<td>-</td>
<td>750,000</td>
<td>-</td>
</tr>
<tr>
<td>2014-2015 Operations (April 1, 2014 - December 31, 2014)</td>
<td>1,433,047</td>
<td>2,625,000</td>
<td>1,196,007</td>
<td>1,428,993</td>
</tr>
</tbody>
</table>

Municipal Internship

Alberta Community Partnership

<table>
<thead>
<tr>
<th>Total</th>
<th>Deferred revenue</th>
<th>Amounts received/receivable</th>
<th>Revenue recognized</th>
<th>Deferred revenue end of year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Member Municipalities:</td>
<td>73,648</td>
<td>-</td>
<td>65,881</td>
<td>7,767</td>
</tr>
<tr>
<td>Alberta Community Partnership</td>
<td>709,192</td>
<td>990,000</td>
<td>916,613</td>
<td>782,579</td>
</tr>
<tr>
<td>Municipal Operations</td>
<td>2,146,642</td>
<td>3,615,000</td>
<td>3,550,070</td>
<td>2,211,572</td>
</tr>
</tbody>
</table>

$ 2,220,290 | $ 3,615,000 | $ 3,615,951 | $ 2,219,339 |

Operations:

An updated 2014/2015 conditional operating grant agreement between the Province of Alberta and the Board was signed on June 3, 2014. The Agreement provides a conditional contribution in the amount of $3,500,000 (2013 - $3,000,000) to the Board. The contribution, including any income earned thereon, is to be used to fund the Board's operations and to allow it to carry out its mandated responsibilities for the period from April 1, 2014 to March 31, 2015, unless an extension is agreed to by the Minister. The Board received $2,625,000 of this grant in 2014 related to April 1, 2014 - December 31, 2014.

There was an amount of $1,433,047 being carried forward from 2013, which was recorded as revenue for the December 31, 2014 year end.

Municipal Internship:

During the year, the Board recognized the remainder of the balance of the Municipal Internship grant that was received in 2013. The Program is intended to strengthen the municipal planning field in Alberta by attracting recent graduates and providing them with a two year training opportunity. To December 31, 2014, eligible expenditures for salaries and benefits of $22,075 have been incurred (2013 - $22,735). No additional funding has been received in 2014.

Alberta Community Partnership (replaced Regional Collaboration Program in July 7, 2014):

During the year, Alberta Municipal Affairs provided four conditional grants to the Board for a total amount of $990,000. The first was for an additional $500,000 Capital Region Growth Plan Update project. The purpose of this grant was to support the Board with completing a comprehensive review of the Capital Region Growth Plan and to be completed by December 31, 2015.

The second was a $180,000 grant with the purpose of supporting the Board with the costs to develop a Regional Geographic Information System Evaluation Plan and policy framework with related equipment and tools, to be completed by July 31, 2015.

(CONT'D)
4. DEFERRED REVENUE (CONT'D)

The third was a $250,000 grant to support the Board with the costs of a Global Economic Position Analysis and identification of impacts to infrastructure and growth policy development, to be completed by June 30, 2015. There was an amount of $709,192 being carried forward from 2013, which was recorded as revenue for the December 31, 2014 year end.

The fourth was a $60,000 Housing Symposium grant. The purpose of the grant was to assist the Board with the catering, educational materials, website, and speaker costs of the Capital Region Board 2014 Housing Symposium.

5. DEFERRED LEASE INDUCEMENT

Pursuant to a premises lease agreement for the new office, the landlord has provided the Board with a total inducement of $220,835 to be used for leasehold improvements. The inducement has been deferred and is being applied as a reduction of rent expense over the term of the lease as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>$22,083</td>
</tr>
<tr>
<td>2016</td>
<td>22,083</td>
</tr>
<tr>
<td>2017</td>
<td>22,083</td>
</tr>
<tr>
<td>2018</td>
<td>22,083</td>
</tr>
<tr>
<td>2019</td>
<td>22,083</td>
</tr>
<tr>
<td>2020</td>
<td>22,083</td>
</tr>
<tr>
<td>2021</td>
<td>22,083</td>
</tr>
<tr>
<td>2022</td>
<td>22,083</td>
</tr>
<tr>
<td>2023</td>
<td>22,083</td>
</tr>
</tbody>
</table>

Total deferred lease inducement $198,752
6. TANGIBLE CAPITAL ASSETS

<table>
<thead>
<tr>
<th></th>
<th>Furniture and Equipment</th>
<th>Computer</th>
<th>Leasehold Improvements</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cost</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Opening balance</td>
<td>$ 30,758</td>
<td>$ 98,034</td>
<td>$ 190,025</td>
<td>$ 318,817</td>
<td></td>
</tr>
<tr>
<td>Additions</td>
<td>35,759</td>
<td></td>
<td>30,810</td>
<td>66,569</td>
<td></td>
</tr>
<tr>
<td>Closing balance</td>
<td>66,517</td>
<td>98,034</td>
<td>220,835</td>
<td>385,386</td>
<td></td>
</tr>
<tr>
<td><strong>Accumulated amortization</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Opening balance</td>
<td>19,257</td>
<td>68,879</td>
<td></td>
<td>88,136</td>
<td></td>
</tr>
<tr>
<td>Amortization</td>
<td>5,876</td>
<td>8,747</td>
<td>20,543</td>
<td>35,166</td>
<td></td>
</tr>
<tr>
<td>Closing balance</td>
<td>25,133</td>
<td>77,626</td>
<td>20,543</td>
<td>123,302</td>
<td></td>
</tr>
<tr>
<td><strong>Net book value</strong></td>
<td>$ 41,384</td>
<td>$ 20,408</td>
<td>$ 200,292</td>
<td>$ 262,085</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Furniture and Equipment</th>
<th>Computer</th>
<th>Leasehold Improvements</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cost</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Opening balance</td>
<td>$ 28,219</td>
<td>$ 98,034</td>
<td>$ 87,404</td>
<td>$ 213,657</td>
</tr>
<tr>
<td>Additions</td>
<td>2,539</td>
<td></td>
<td>190,025</td>
<td>192,564</td>
</tr>
<tr>
<td>Disposals</td>
<td>-</td>
<td>-</td>
<td>(87,404)</td>
<td>(87,404)</td>
</tr>
<tr>
<td>Closing balance</td>
<td>30,758</td>
<td>98,034</td>
<td>190,025</td>
<td>318,817</td>
</tr>
<tr>
<td><strong>Accumulated amortization</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Opening balance</td>
<td>16,699</td>
<td>56,385</td>
<td>56,983</td>
<td>130,067</td>
</tr>
<tr>
<td>Amortization</td>
<td>2,558</td>
<td>12,494</td>
<td></td>
<td>15,052</td>
</tr>
<tr>
<td>Write-downs</td>
<td>-</td>
<td>-</td>
<td>(56,983)</td>
<td>(56,983)</td>
</tr>
<tr>
<td>Closing balance</td>
<td>19,257</td>
<td>68,879</td>
<td></td>
<td>88,136</td>
</tr>
<tr>
<td><strong>Net book value</strong></td>
<td>$ 11,501</td>
<td>$ 29,155</td>
<td>$ 190,025</td>
<td>$ 230,681</td>
</tr>
</tbody>
</table>
7. FINANCIAL INSTRUMENTS
The Board's financial instruments consist of cash and temporary investments, accounts receivable, accounts payable and accrued liabilities. It is management's opinion that the Board is not exposed to significant interest, credit, or currency risks arising from these financial instruments.

Unless otherwise noted, the carrying values of the financial instruments approximate their fair values.

8. CAPITAL MANAGEMENT
The Board's objectives when managing capital are to safeguard the Board's ability to continue as a going concern, so that it can continue to provide service to its member municipalities.

9. RELATED PARTY TRANSACTIONS
Capital Region Board has the following transactions with Province of Alberta:

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants received from Province of Alberta (Note 4)</td>
<td>$3,615,000</td>
<td>$4,664,000</td>
</tr>
</tbody>
</table>

In 2013, $750,000 relating to the 4th quarter (January 1, 2014 - March 31, 2014) of the 2013 - 2014 grant, was received before the year end.

10. COMMITMENTS
The Board has entered into a new ten year lease agreement which commenced on February 1, 2014. Under the terms of the lease arrangement, the Board is responsible for the following annual payments:

<table>
<thead>
<tr>
<th>Year</th>
<th>Annual Lease</th>
<th>Lease Inducement</th>
<th>Net Lease</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>$263,015</td>
<td>(22,083)</td>
<td>$240,932</td>
</tr>
<tr>
<td>2016</td>
<td>263,015</td>
<td>(22,083)</td>
<td>240,932</td>
</tr>
<tr>
<td>2017</td>
<td>263,015</td>
<td>(22,083)</td>
<td>240,932</td>
</tr>
<tr>
<td>2018</td>
<td>263,015</td>
<td>(22,083)</td>
<td>240,932</td>
</tr>
<tr>
<td>2019</td>
<td>263,015</td>
<td>(22,083)</td>
<td>240,932</td>
</tr>
<tr>
<td>Thereafter</td>
<td>1,315,077</td>
<td>(88,337)</td>
<td>1,226,740</td>
</tr>
</tbody>
</table>

$2,630,152  $ (198,752)  $2,431,400

In addition to the above payments, the Board is also responsible to pay a proportionate share of operating expenses.

11. BUDGET
Budget figures are presented for information purposes only and are unaudited. The Board budgeted for Board Initiatives to ensure any arising projects could be sustained.

12. SUBSEQUENT EVENT
Effective January 1, 2015 the Capital Region Board was approved by Alberta Municipal Affairs to change its financial year-end from December 31 to March 31. In order to transition to this new financial year-end, the three month period January 1, 2015 to March 31, 2015 is to be treated as a financial year.
Provincial Election Advocacy Strategy for Spring 2015

Recommended Motion

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

Background

- There is increasing speculation that the Premier Prentice will seek a mandate sooner than the fixed election period of March 1 to May 31, 2016 as mandated in the 2011 Election Amendment Act, possibly as soon as the 2015 Provincial Budget is tabled, expected in mid-March.

- To prepare for the possibility of an early election call in 2015, the Advocacy & Monitoring Committee reviewed and accepted a Provincial Election Advocacy Strategy similar to one used during the 2012 provincial election period.

- The CRB Provincial Election Strategy for Spring 2015 covers the Pre-Election, Election, and Post-Election periods.

- Preparatory work also contributes to the development of CRB’s Growth Plan Update Government Relations planning, as part of the Growth Plan Update Communications Plan

Attachment:

1. CRB Provincial Election Advocacy Strategy for 2015
In anticipation of an early provincial election, the Advocacy & Monitoring Committee has identified a need for a pre-election, election period, and post-election strategy to guide efforts in the timeframe, and to build the base of the Government Relations Plan for the Growth Plan Update project.

The Advocacy & Monitoring Committee is recommending the following broad approach, to be further discussed at its meeting March 12, 2015.

**Pre- Election**

**Key Strategies**

Use the CRB budget, GPU and the provincial budget and as opportunities to introduce new messages and reiterate established CRB messages and priorities as the province heads into an election.

<table>
<thead>
<tr>
<th>Key Event</th>
<th>Media</th>
<th>Messaging</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CRB 2015 Budget at Board meeting</strong></td>
<td>Release February 12</td>
<td>CRB votes to access matching government funds to advance key regional initiatives and growth strategies</td>
<td>Complete</td>
</tr>
<tr>
<td><strong>GPU Joint Committee/TF meeting</strong></td>
<td>Release February 27</td>
<td>CRB sets stage for improved regional growth planning with five-year update of Growth Plan</td>
<td>Complete</td>
</tr>
<tr>
<td><strong>GPU Webpage</strong></td>
<td>Release by Week of Mar 9</td>
<td>CRB Growth Plan Update progress online</td>
<td></td>
</tr>
</tbody>
</table>
| **Provincial Budget**                   | Positioning OpEd to regional media Week of Mar 9 | - Thanks for matching funding
- Importance and benefits of regional planning through CRB
- CRB Successes e.g.:
  - Increased collaboration
  - GreenTRIP priorities
  - Regional Transportation priorities
  - Sub-regional needs assessments in transit, housing
  - GPU as focal point for mandate going forward
  - Economic Development initiative (with focus on investments that lead to EcDev)
  - emphasis on housing
  - densification
  - REF land planning (how many completed?)
  - (How many?) CRB meetings
  - GOA commitment to supporting Transportation Master Plan and its annual updates | Further discussion of Budget messaging, and Election and Post-Election periods, at AMC Mar 12 |
Election Period (April – May)

Key Strategies

- CRB will maintain a neutral position during the election
- AMC will lead development of first part of Government Relations Plan to guide interactions with incoming Premier and Cabinet, key Ministries, DMs, Administration and Capital Region Caucus members, with a focus on GPU
  - Step 1 - Define need
  - Step 2 - Develop positions/case statements
  - Step 3 - Define Goals
  - Step 4 - Identify opportunities and risks
- AMC will refine and prepare Messaging for the immediate post election period, e.g.
  - The CRB is ready to work with new government
  - The CRB is undertaking a comprehensive and substantive update of its Growth Plan for submission to new government at the end of 2015
  - The CRB has initiated an Economic Development Initiative for the Capital Region and will update new government on first findings in summer 2015

Post Election

Key Strategies

- Strategic Advocacy Retreat for AMC to review and complete Government Relations Plan
  - Step 5 - Map new provincial stakeholders and their opinions
  - Step 6 - Choose advocacy approach
  - Step 7 - Develop key messages
  - Step 8 - Create action plan including special emphasis on creating conditions for a positive reception of GPU by GOA e.g.
- Extend invitation to Premier to attend CRB
- Introduce new government to the CRB and resume conversations with key decision makers based on key messages
- Step 9 - Implement, Monitor and Evaluate plan

Post Election Communications Tools

- Package prepared with material updating Ministers and MLAs on CRB activities and progress since last meeting with given Minister, sent in advance of meetings
- All meetings with Ministers, and Committee Chairs should have a one-page document, written especially for each meeting, outlining revised CRB priorities, the items discussed at the meeting, important upcoming dates and key contact information for CRB
## Growth Plan Update: Phase 2 and 3
### Master Meeting Schedule (as of 1 March 2015)

<table>
<thead>
<tr>
<th>Scheduled Stakeholder Meeting</th>
<th>Focus (as of Nov 3, and subject to change)</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task Force Meeting</td>
<td>Preferred Scenario and Growth Plan Outline</td>
<td>March 19</td>
</tr>
<tr>
<td>CAO Workshop</td>
<td>Preferred Scenario and Growth Plan Outline</td>
<td>March 20</td>
</tr>
<tr>
<td>Board Workshop</td>
<td>Preferred Scenario and Growth Plan Outline</td>
<td>April 9</td>
</tr>
<tr>
<td>Joint Task Force/ CRB Committees Meeting</td>
<td>Draft Policy Framework</td>
<td>May 21</td>
</tr>
<tr>
<td>CAO Workshop</td>
<td>Draft Policy Framework</td>
<td>June 11</td>
</tr>
<tr>
<td>External Stakeholder Consultation</td>
<td>Draft Policy Framework</td>
<td>June 12</td>
</tr>
<tr>
<td>Task Force Meeting</td>
<td>Refine Policy Framework, Draft Implementation Plan</td>
<td>July 23</td>
</tr>
<tr>
<td>Board Meeting</td>
<td>Present Growth Plan Policy Framework and Draft Implementation Plan</td>
<td>August 13</td>
</tr>
<tr>
<td>External Stakeholder Consultation</td>
<td>Draft Growth Plan</td>
<td>September 16</td>
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<tr>
<td>Task Force Meeting</td>
<td>Draft Growth Plan</td>
<td>September 17</td>
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<td>CAO Workshop</td>
<td>Draft Growth Plan</td>
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<td>Task Force Meeting</td>
<td>Second Draft Growth Plan</td>
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<tr>
<td>Board Meeting</td>
<td>Final Plan (Notice of Motion)</td>
<td>November 12</td>
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<tr>
<td>Board Meeting</td>
<td>Final Plan (Motion)</td>
<td>December 10</td>
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<tr>
<td>CRB Admin</td>
<td>Submission to the Province</td>
<td>December 18</td>
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Prepared By Sharon Shuya  
Manager, Regional Projects  
February 27, 2015
### Growth Plan Update: Phase 2 and 3
#### Master Meeting Schedule (as of 1 March 2015)

<table>
<thead>
<tr>
<th>Board Meeting</th>
<th>Joint Committee Meetings</th>
<th>Task Force Meetings</th>
<th>CAO Workshops</th>
<th>External Stakeholder Workshops</th>
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<td>Workshop - Preferred</td>
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<td>Scenario and Plan Outline</td>
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<td>May 21, 2014</td>
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<td>June 11, 2015</td>
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<td>July 23, 2015</td>
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<tr>
<td>Draft Policy Framework</td>
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<tr>
<td>and Implementation Plan</td>
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<td></td>
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<td></td>
<td></td>
<td>September 17, 2015</td>
<td>September 18, 2015</td>
<td>September 16, 2015</td>
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<td>October 8, 2015</td>
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<td>October 19, 2015</td>
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<td>Draft Growth Plan</td>
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<td>November 12, 2015</td>
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<td>Notice of Motion- Final Plan</td>
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<td>December 10, 2015</td>
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<td>Motion – Final Plan</td>
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<td>-------</td>
<td>--------------</td>
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<td>------------------------------------------------------------------------------------------------------------------------------------------</td>
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<td>2014.01</td>
<td>Feb 13</td>
<td>Fort Saskatchewan</td>
<td>What will be the process for dispersing these line items in the 2014 Budget: $250,000 - Special Projects? $50,000 - Board Initiatives?</td>
<td>Complete Feb 21</td>
</tr>
<tr>
<td>2014.02</td>
<td>Mar 13</td>
<td>Chair CRB</td>
<td>Clarification of REF withdrawal process: What are the parameters for making amendments and/or withdrawing a REF appeal once it’s been made?</td>
<td>Complete Mar 20</td>
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<tr>
<td>2014.03</td>
<td>Apr 10</td>
<td>Chair CRB</td>
<td>Members requested that CRB administration report on the province’s position on Agricultural Land Policy.</td>
<td>Complete May 13</td>
</tr>
<tr>
<td>2014.04</td>
<td>June 12</td>
<td>Bon Accord</td>
<td>What is impact of potential CRB REDA on local economic development activities in the region?</td>
<td>Complete Oct 24</td>
</tr>
<tr>
<td>2014.05</td>
<td>June 12</td>
<td>Chair CRB</td>
<td>How is agricultural land consumption being monitored and/or tracked?</td>
<td>Complete Oct 24</td>
</tr>
<tr>
<td>2014.06</td>
<td>June 12</td>
<td>Chair CRB</td>
<td>How does CRB interact with Capital Region Waste Minimization Advisory Committee?</td>
<td>Complete Oct 27</td>
</tr>
<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>
</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>
</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>
</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>
</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>
</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>
</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>In process</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>
</tr>
<tr>
<td>IR #</td>
<td>Request Date</td>
<td>From</td>
<td>Request</td>
<td>Status</td>
</tr>
<tr>
<td>--------</td>
<td>--------------</td>
<td>-------------------------------</td>
<td>-------------------------------------------------------------------------</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>
</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>
</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 Seeking clarification from the archived recordings to determine if this motion was formally accepted for debate previously</td>
<td>Complete Dec 1</td>
</tr>
<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>In process (for Apr 9)</td>
</tr>
</tbody>
</table>

CRB Information Request TRACKER updated March 4, 2015

CRB Mtg Pkg March 12, 2015
Page 34 of 47
### Request

<table>
<thead>
<tr>
<th>Request Date</th>
<th>From</th>
<th>Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oct 9, 2014</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>
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### Response

<table>
<thead>
<tr>
<th>Response Date</th>
<th>From</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dec 11, 2014</td>
<td>CEO</td>
<td>Dwelling unit densities for Priority Growth Areas and Cluster Country Residential areas were provided to the Advocacy and Monitoring Committee on December 11th as one of the indicators in Phase 1 of the Monitoring and Reporting program.</td>
</tr>
</tbody>
</table>
| Follow-up March 4, 2015 | CEO | Densities on growth approved since the Regional Growth Plan took statutory effect in March 2010 have been captured and are reflected in the following attachment.  
- Attachment: *Densities of Planned Residential Areas*  
Densities on growth built out since the Regional Growth Plan are not currently compiled. This work would require a new and significant commitment of administrative resources. |
<table>
<thead>
<tr>
<th>Municipality</th>
<th>Name</th>
<th>PGA</th>
<th>Planned Residential Area (ha)</th>
<th>Planned Dwelling Units</th>
<th>Planned Density (Du/Nrha*)</th>
<th>Density Target (Du/Nrha*)</th>
<th>Within Density Target Range?</th>
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<tr>
<td>Beaumont</td>
<td>Dansereau Meadows Ce</td>
<td>35.23</td>
<td>979</td>
<td>27.79</td>
<td>25-35</td>
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<tr>
<td>Beaumont</td>
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<td>18.7</td>
<td>498</td>
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<td>City Centre Redevelopment B</td>
<td>70</td>
<td>10,980</td>
<td>156.86</td>
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<td>✔</td>
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<td>Goodridge Corners B</td>
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<td>3,385</td>
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<td>30-45+</td>
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<tr>
<td>Edmonton</td>
<td>Maple B</td>
<td>73.7</td>
<td>2,700</td>
<td>36.64</td>
<td>30-45+</td>
<td>✔</td>
<td></td>
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<tr>
<td>Edmonton</td>
<td>Crystallina Nera East B</td>
<td>41.92</td>
<td>1,466</td>
<td>34.97</td>
<td>30-45+</td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td>Edmonton</td>
<td>Joviz B</td>
<td>41.92</td>
<td>1,466</td>
<td>34.97</td>
<td>30-45+</td>
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<tr>
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<td>Cy Becker B</td>
<td>58.18</td>
<td>2,019</td>
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<td>Hawks Ridge B</td>
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<td>2,216</td>
<td>33.67</td>
<td>30-45+</td>
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<tr>
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<td>Desrochers Cw</td>
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<tr>
<td>Fort Saskatchewan</td>
<td>Southfort G</td>
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<td>Ville Giroux B</td>
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<td>St. Albert</td>
<td>Jensen Lakes B</td>
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<td>Strathcona County: Sherwood Park</td>
<td>Salisbury Village B</td>
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<td>694</td>
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<tr>
<td>Strathcona County: Sherwood Park</td>
<td>Emerald Hills B</td>
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<td>1,935</td>
<td>62.32</td>
<td>30-45+</td>
<td>✔</td>
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<td>Strathcona County: Sherwood Park</td>
<td>Cambrian Crossing B</td>
<td>87.27</td>
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<td>30.23</td>
<td>30-45+</td>
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</table>

*Du/Nrha = Dwelling Units per Net Residential Hectare*
### CRB Information Request

**IR.2014.17**

<table>
<thead>
<tr>
<th>Request Date</th>
<th>From</th>
<th>Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nov 13 2014</td>
<td>CRB Chair</td>
<td>How do/should we forward information in the Sift Every Thing Report regarding infrastructure to the Province?</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Response Date</th>
<th>From</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 4, 2015</td>
<td>Advocacy &amp; Monitoring Committee</td>
<td>This will be addressed as part of the Government Relations Strategy being undertaken by AMC in 2015.</td>
</tr>
<tr>
<td>CEO</td>
<td>The Report is on the website.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>The Heigh Report also informs the Economic Development Initiative and is included in all relevant provincial meetings and discussions.</td>
<td></td>
</tr>
</tbody>
</table>
Advocacy & Monitoring Committee

Thursday, February 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)
Don Iveson, City of Edmonton (Vice-Chair)
Camille Berube, Town of Beaumont
Wes Brodhead, City of St. Albert
Nolan Crouse, City of St. Albert
Tom Flynn, Sturgeon County
Mel Smith, Redwater

Guests:
Roxanne Carr, Strathcona County
Leslie Chivers, Sturgeon County
Gibby Davis, City of Edmonton
Jacquie Hansen, City of St. Albert
Kelly Rudyk, Strathcona County
Patty Walker, City of Fort Saskatchewan

Regrets:

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

Loreen Lennon, Communications Manager
Stephanie Chai, Director, Special Projects
Amanda Borman, Executive Assistant

1. CALL TO ORDER

Chair, Mayor Krischke, called the meeting to order at 7:30 a.m.

2. Chair Opening Remarks

3. Approval of Agenda

Motion: That the agenda of February 12, 2015 be approved.
Moved by: Mayor Mel Smith, Town of Redwater
Decision: Carried unanimously
4. Approval of the Minutes

**Motion:** That the minutes of December 11, 2014 be approved.

**Moved by:** Mayor Camille Berube, *Town of Beaumont*

**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. Project Updates

a. Growth Plan Update

It was agreed by unanimous consensus that the Advocacy & Monitoring Committee receive for information the Growth Plan Update as presented by Chair Roxanne Carr.

**Information Request:** What would be the appropriate methods of reaching out to the community sub-regions regarding the Growth Plan Update?

7. Strategic Advocacy

a. CRB Provincial Election Advocacy

**Information Request:** How would the removal of some municipalities from the current membership align with the Province’s vision of the CRB.

**Motion:** That Administration prepare a process for membership review and present it to the Advocacy & Monitoring Committee at the March 12, 2015 meeting.

**Moved by:** Mayor Tom Flynn, *Sturgeon County*

**Decision:** Carried unanimously

**Information Request:** What are the current, if any, motions on the Board table regarding the status of the membership review?

**Motion:** That the Advocacy & Monitoring Committee direct Administration to update the CRB Provincial Election Advocacy based on the member’s comments and circulate the updated copy to Committee members for additional review prior to the next scheduled meeting, and that the updated strategy be recommended to the Capital Region Board for approval at the March 12, 2015 meeting.

**Moved by:** Councillor Wes Brodhead, *City of St. Albert*

**Decision:** Carried unanimously
8. **Update on Minister and DM Meetings**

   It was agreed by unanimous consensus that the Advocacy & Monitoring Committee receive for information the Minister and DM Meetings update as presented by CEO, Malcolm Bruce.

9. **ADJOURNMENT**

   **Motion:** That the Advocacy & Monitoring Committee meeting be adjourned.
   **Moved by:** Mayor Tom Flynn, Sturgeon County
   **Decision:** Carried unanimously

   Meeting adjourned at 8:48 a.m.

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Committee Chair, Greg Krischke
Governance, Priorities & Finance Committee

Monday, February 23, 2015
9:30 a.m. – Noon
Capital Region Board Office, Large boardroom
1100 Bell Tower, 10104 103 Avenue, Edmonton

Members:
Camille Berube, Town of Beaumont (Chair)
Randy Boyd, Town of Bon Accord
Art Erickson, Village of Wabamun
Glen Finstad, City of Leduc
Cathy Heron, City of St. Albert
Tom Flynn, Sturgeon County (alternate)
Michael Walters, City of Edmonton
Wayne Woldanski, Lamont County

Guests:
Leslie Chivers, Sturgeon County
Gibby Davis, City of Edmonton
Dana Smith, City of Leduc

Regrets:
Anne Donovan, Town of Calmar
Phyllis Kobasiuk, Parkland County (Vice-Chair)

CRB Staff & Consultants:
Malcolm Bruce, CEO
Charlene Chauvette, Office Manager
Amanda Borman, Executive Assistant

1. CALL TO ORDER
Chair, Mayor Camille Berube called the meeting to order at 9:34 a.m.

2. Chair’s Opening Remarks

3. Approval of Agenda
Motion: That the agenda of February 23, 2015 be approved with the addition of items 6a and 6b.
Moved by: Mayor Tom Flynn, Sturgeon County
Decision: Carried unanimously
4. Approval of Minutes of January 21, 2015

Motion: That the minutes of January 21, 2015 be approved.
Moved by: Reeve Wayne Woldanski, Lamont County
Decision: Carried unanimously

5. Year End Financial Statements

a. Presentation by Michael Epp, Hawkings Epp Dumont LLP

Motion: That the Governance, Priorities & Finance Committee recommend the Capital Region Board approve the 2014 Audited Financial Statements as prepared by Hawkings Epp Dumont LLP, subject to changes noted; Statement of Cash Flows on page 5, Deferred Lease Inducement on page 10 and Related Party Transactions on page 12.
Moved by: Councillor Glen Finstad, City of Leduc
Decision: Carried unanimously

6. Updates

a. Regional Services Committee

It was agreed by unanimous consensus that the Governance, Priorities & Finance Committee receive the update on the Regional Services Committee motion from the Board, as presented by CEO, Malcolm Bruce.

b. Membership Review

It was agreed by unanimous consensus that the Governance, Priorities & Finance Committee receive the update on the Membership Review as presented by CEO, Malcolm Bruce.

7. Next Meeting

a. February 27, 2015 – GPU Joint Task Force/ Committee Meeting, DoubleTree by Hilton
b. April 13, 2015 – La Cite Francophone, Hall Jean-Louis Dentinger

8. ADJOURNMENT

The Chair declared the meeting adjourned at 10:40 a.m.

Committee Chair, Camille Berube
Land Use & Planning Committee

Thursday, February 19, 2015
9:00 a.m. – 11:00 a.m.
La Cite Francophone – Hall Jean-Louis Dentinger
8627 Rue-Marie Gaboury (91 Street), Edmonton

Members:
Tom Flynn, Sturgeon County (Chair)
Ed Gibbons, City of Edmonton
Gale Katchur, City of Fort Saskatchewan
Clay Stumph, Leduc County
Amber Harris, Town of Gibbons
Barry Turner, Town of Morinville (alternate)
Dwight Ganske, Town of Stony Plain
Lloyd Jardine, Village of Thorsby

Regrets:
Rod Shaigec, Parkland County (Vice Chair)
David MacKenzie, City of Leduc
Wayne Olechow, Town of Bruderheim

CRB Staff & Consultants:
Malcolm Bruce, CEO
Neal Sarnecki, Project Manager
Sharon Shuya, Project Manager
Stephanie Chai, Director of Special Projects

Guests:
Nolan Crouse, Board Chair
Benjamin Ansaldo, Leduc County
Andre Corbould, Government of Alberta
Gibby Davis, City of Edmonton
Paresh Dhariya, Town of Devon
Ryan Hall, Strathcona County
Shaun Hammond, Government of Alberta
Jacquie Hansen, City of St. Albert
Sylvain Losier, City of Leduc
Corey Levasseur, City of Spruce Grove
Elaine Miliken, Town of Lamont

Brandt Denham, GIS Coordinator
Lisa Saskiw, Administrative Assistant
Thom Stubbs, Headwater Group

1. Call to Order

Chair, Mayor Flynn, called the meeting to order at 9:05 a.m.

2. Chair Opening Remarks

3. Approval of Agenda

Motion: That the Land Use & Planning Committee agenda be approved.
Moved by: Councillor Dwight Ganske, Town of Stony Plain
Decision: Carried unanimously
4. Approval of Minutes of November 7, 2014

**Motion:** That the minutes of November 7, 2014 be approved.

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

**Decision:** Carried unanimously

5. Transportation Strategy for Alberta

**2015-3**

It was agreed by unanimous consensus that the Land Use & Planning Committee accept the presentation by Transportation Deputy Minister Andre Corbould as information.

6. Regional Energy Corridors Master Plan

**2015-4**

It was agreed by unanimous consensus that the Land Use & Planning Committee accept the presentation as information.

7. Land Use & Planning 2015/2016 Project Summary

**2015-5**

It was agreed by unanimous consensus that the Land Use & Planning Committee accept the presentation as information.

8. Growth Plan Update

**2015-6**

It was agreed by unanimous consensus that the Land Use & Planning Committee accept the presentation as information.

9. Adjournment

**Motion:** That the Land Use & Planning Committee meeting be adjourned.

**Moved by:** Councillor Clay Stumph, Leduc County

**Decision:** Carried

Meeting adjourned at 10:48 a.m.

**Next Meeting:** April 16, 2015 at 9:00 a.m., La Cite Francophone – Hall Jean-Louis Dentinger

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Committee Chair, Tom Flynn
Housing Task Force

Thursday, February 19, 2015
1:30 p.m. – 3:30 p.m.
La Cite Francophone – Hall Jean-Louis Dentinger
8627 Rue-Marie Gaboury (91 Street), Edmonton

Members:
Dwight Ganske, Town of Stony Plain (Chair)
Stew Hennig, City of Fort Saskatchewan (Vice Chair)
Ed Gibbons, City of Edmonton
Ralph van Assen, Village of Warburg (alternate)

Regrets:
Dan Warawa, Lamont County
Mel Smith, Town of Redwater

CRB Staff & Consultants:
Malcolm Bruce, CEO
Neal Sarnecki, Project Manager
Sharon Shuya, Project Manager
Stephanie Chai, Director of Special Projects
Lisa Saskiw, Administrative Assistant

Guests:
Nolan Crouse, Board Chair
Louise Baxter, City of Spruce Grove
Fiona Beland-Quest, Strathcona County
Loretta Bertol, Government of Alberta
Gibby Davis, City of Edmonton
Jacquie Hansen, City of St. Albert
Carla Howatt, Strathcona County
Cory Labrecque, City of Leduc
Nancy Laing, Leduc Foundation
Lynn Olenik, Heartland Housing Foundation
Lory Scott, City of St. Albert
Pamela Steppan, Strathcona County

1. Call to Order

Chair, Dwight Ganske called the meeting to order at 1:35 p.m.

2. Chair Opening Remarks

3. Approval of Agenda

   Motion: That the Housing Task Force agenda be approved.
   Moved by: Councillor Stew Hennig, City of Fort Saskatchewan
   Decision: Carried unanimously
4. Approval of Minutes, October 24, 2014

Motion: That the Housing Task Force minutes of October 24, 2014 be approved.
Moved by: Mayor Ralph van Assen, Village of Warburg
Decision: Carried unanimously

5. Housing Task Force 2015/2016 Project Summary

5.1 Housing Projects approved by Board

It was agreed by unanimous consensus that the Housing Task Force receive the presentation as information.

6. Project Updates

6.1 2014 Housing Symposium Evaluation

6.2 2015 Housing Symposium Planning

6.3 Sub-regional Needs Assessment Reports

Motion: That the Housing Task Force agree that upon receipt of the Sub-regional Needs Assessment Report by the CRB, the report is to be distributed for immediate use.
Moved by: Councillor Stew Hennig, City of Fort Saskatchewan
Decision: Carried unanimously

Motion: That the Housing Task Force receive the Project Updates for information.
Moved by: Councillor Ed Gibbons, City of Edmonton
Decision: Carried unanimously

7. Growth Plan Update

7.1 Joint Committees/Task Forces Consultation

It was agreed by unanimous consensus that the Housing Task Force receive the presentation as information.

8. Housing Task Force vs. Housing Committee

8.1 Board Motion to review Regional Services Committee

Motion: That the Housing Task Force revert back to a separate standing Committee of the Capital Region Board.
Moved by: Councillor Ed Gibbons, City of Edmonton
Decision: Carried unanimously
9. Adjournment

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

Meeting adjourned at 3:01 p.m.

Next Meeting: May 22, 2014 at 9:00 a.m., La Cite Francophone – Hall Jean-Louis Dentinger

Housing Task Force Chair, Dwight Ganske