



# Edmonton Metropolitan Region Board

Regional Action. Global Opportunity.

Our Values: Respect | Integrity | Accountability | Innovation

## Orientation Meeting November 9, 2017

Grand Ballroom  
Chateau Louis Conference Centre

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# Agenda

1. **Welcome from Board Chair** – *Dr. Jodi Abbott, Board Chair*
2. **Greetings from Minister of Municipal Affairs** – *Honourable Shaye Anderson*
3. **Edmonton Metropolitan Region Board (EMRB) Intro** – *Malcolm Bruce, CEO*
4. **Regulation Overview** – *Malcolm Bruce, CEO*
5. **Roles and Responsibilities** – *Malcolm Bruce, CEO*
6. **Administrative Items** – *Amanda Borman, Executive Assistant*
7. **Governance Manual Distribution** – *Leslie Chivers, Operations Manager*
8. **Edmonton Metropolitan Region Growth Plan Distribution** – *Sharon Shuya, Project Manager*
9. **Next Steps** – *Dr. Jodi Abbott, Board Chair*

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## 1. Welcome

Board Chair, Dr. Jodi Abbott



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## 2. Greetings

Honourable Minister of  
Municipal Affairs,  
Shaye Anderson



## 3. Edmonton Metropolitan Region Board Intro

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# Housekeeping

- Member, appointed by council
- Generally the Mayor
- Each Municipality must also appoint an alternate

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# Meeting etiquette

- **Assigned seating** for Board and CAOs
- Additional seating in **Gallery** for Administration and Public
- All meetings are **public, and voice recorded**, unless the Board chooses to move in camera in accordance with FOIP
- **Robert's Rules of Order**
- When called upon to speak by the Chair, you must **turn on the microphone**

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## Meeting details

- Board meetings occur on the **second Thursday** of every second month, 9:00 a.m. - noon (effective Feb 2018)
- Meeting info - date, time, location, and agenda items -can be found on our website [www.emrb.ca](http://www.emrb.ca)
- Committee meetings occur according to need
  - Standing Committees - 4-6 times per year
  - Task Forces - frequency determined by work plan

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## Agenda Packages

Distributed electronically 7 days in advance

- Two versions of the Agenda Package:
  - Comprehensive and Abbreviated
- Minutes provided in following meeting's Agenda Package

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# Regional 101

What residents told us;

*The Edmonton Metropolitan Region is a collection of diverse communities, cooperating to bolster each other's strengths, enhance connections, and represent our value to the world.*

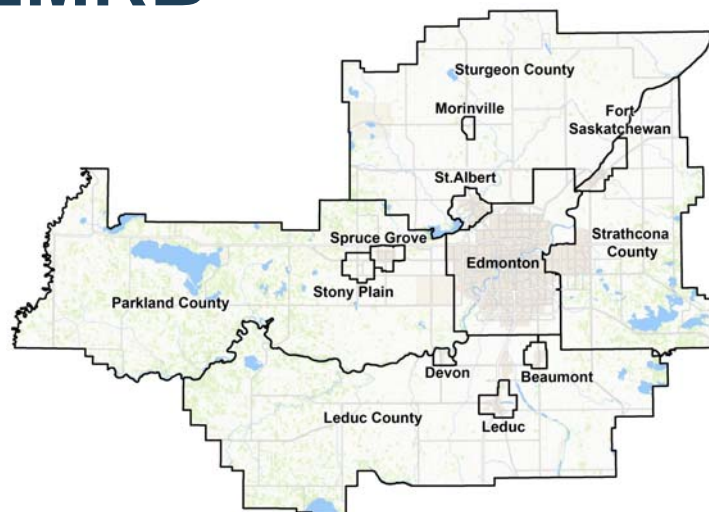
*Together our communities form a complete and sustainably growing region with something to suit every ambition.*

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# The EMRB

Membership:

- 5 Cities
- 4 Counties
- 4 Towns



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# The EMRB

Membership:

Mayor William Choy, Stony Plain

Mayor Tanni Doblanko, Leduc  
County

Mayor Rod Frank, Strathcona  
County

Mayor Cathy Heron, St. Albert

Mayor Stuart Houston, Spruce  
Grove

Mayor Alanna Hnatiw, Sturgeon  
County

Mayor Don Iveson, Edmonton

Mayor Gale Katchur, Fort  
Saskatchewan

Mayor Ray Ralph, Devon

Mayor Rod Shaigec, Parkland County

Mayor John Stewart, Beaumont

Mayor Barry turner, Morinville

Mayor Bob Young, Leduc

Dr. Jodi Abbott, Chair (non voting)

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# Region today

- 1.3 million people
- 30% of Alberta's GDP
- 725,000 jobs

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## Region in 2044

- 2.2 million people
- 30% of Alberta's GDP
- 1.2 million jobs

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## EMRB's regional role

### What We Do

- We are a regional planning and collaboration body

### What We Don't Do

- Resolve municipal boundary issues or annexations
- Social Infrastructure (e.g. schools, hospitals etc.)



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## Regional successes

- Award winning *Edmonton Metropolitan Region Growth Plan*
- Regional economic development: *Edmonton Global*
- Regional **databases**
- Regional **needs assessments**
- Regional **Housing Symposium**
- Regional **Housing Plan**
- Regional **Transit system**
- Annual Regional **transportation prioritization**
- Regional Energy Corridors Master Plan

## 4. Overview of Regulation 189/2017

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## Regulation 189/2017 Overview

### Mandate

- Strive towards **consensus** regarding matters before the Board;
- Promote the **long term sustainability** of the Edmonton Metropolitan Region;
- Ensure **environmentally responsible** land-use planning, growth management and **efficient** use of land;
- Develop policies regarding the **coordination** of regional infrastructure investment and service delivery;
- Promote the **economic well-being and competitiveness** of the Edmonton Metropolitan Region; and
- Develop policies outlining how the Board shall **engage the public** on the Growth Plan and Servicing Plan.

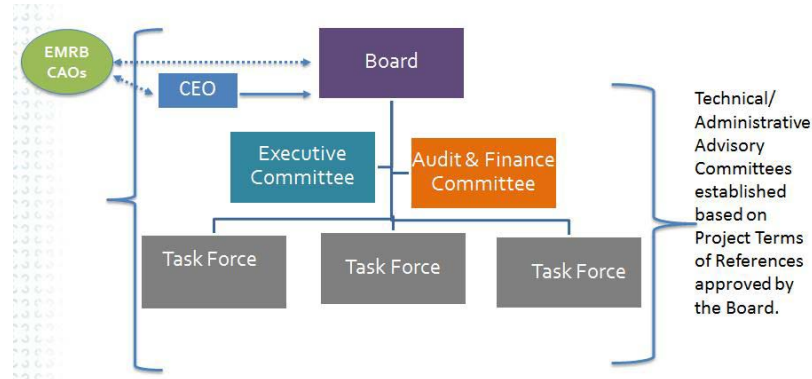
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## Mandate

- In fulfilling its mandate, the Board shall further
  - Prepare a **Growth Plan**;
  - Prepare a **Servicing Plan**;
  - Advise and make recommendations to the Minister regarding the **implementation** of the Growth Plan and Servicing Plan; and
  - Develop and implement **policies for sharing of costs** for regional projects of the Edmonton Metropolitan Region.

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## Governance Structure



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## Fiduciary Responsibility

Representatives appointed under section 708.04 of the Act (MGA) are expected to **represent the perspectives of their respective municipality** during Board deliberations, but have a duty to **act in the best interests of the Board** when taking actions or making decisions.

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## Fiduciary Responsibilities

- Deliver on the **Board Mandate**
- Meet all **Legal Requirements**
- Approve an **Annual Budget**
- Approve the **Auditors**
- Approve the **Audited Financial Statements**
- Implement the Growth Plan through the **Regional Evaluation Framework**

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## Regional Evaluation Framework (REF)

- **REF is process** by which the Growth Plan is implemented **locally**
- Board reviews and approves **statutory plans and amendments** of 13 member municipalities
- Ensures **coordinated growth and consistency** with the Growth Plan

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## Double Majority Decisions

### What that means

- Decisions must be **supported by no fewer than 2/3 of the members...** that represent at least **2/3 of the population** in the Edmonton Metropolitan Region.
- Means that to pass, motions need at least **9 members** comprising at least **66% (858,000)** of the population
- Any member may request a **recorded vote**

Coffee Break  
15 Minutes

# 5. Roles and Responsibilities

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## Board Roles

- Regional **Leadership** and **Collaboration**
- Create and approve a **Strategic Plan**
- Focus on the development of Regional Policy
- Create **Committees/Task Forces**
- **Advocacy** to other orders of government and regional stakeholders
- Monitor and report **performance of the Growth Plan**

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## Board Responsibilities

- Oversee **performance of the CEO**
- Ensure the Chair and CEO have **clear and current** position descriptions
- Oversee or delegate the **recruitment and selection** of Board Chair and CEO

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## Role of Board Chair

- Provide **leadership and governance** to the Board
- **Preside** over Board and Executive Committee meetings
- Develop and maintain **relationships and communication** with stakeholders
- **Promote awareness** of the Board's mandate, goals, and outcomes of the Regulation
- Ensure the Board **satisfies the requirements** of the Regulation and provide **oversight of management**

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## Role of Board Member

- Focus on the **Mandate** of the EMRB
- **Advocate for and act** in the best interest of the **Edmonton Metropolitan Region**
- **Collaborate** with other Board Members
- Provide **regional leadership**
- **Respect** the decisions of the Board
- **Attend and prepare** for Board, Committee, and Task Force meetings

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## Chief Executive Officer

- **Management** of EMRB resources
- Policy **advice and support** to the Board, Committees, and Task Forces
- **Delivery of results** based on the Board direction and Strategic Plan
- Oversight of the **Business Plan and Budget**
- **Attendance** at key events and meetings



# 6. Administrative Items

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## **EMRB Staff**

- Staff Introductions
- Staff Roles
- Staff Contacts

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# Our Website

- **Website Overview**
  - [Meetings and Events](#)
  - [Documents and Resources](#)
  - [Expense Claim Form](#)

## 7. Governance Manual

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# Governance Manual

- **In depth presentation in December**
- Two Standing Committees (**Executive**, and **Finance & Audit**)
- Task Force(s) **as needed**
- **Terms of Reference** included in manual

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# Board Policies

- Three policy categories:
  1. **Governance**
  2. **Finance**
  3. **Administration**
- Board members are encouraged to be familiar with Board Policies

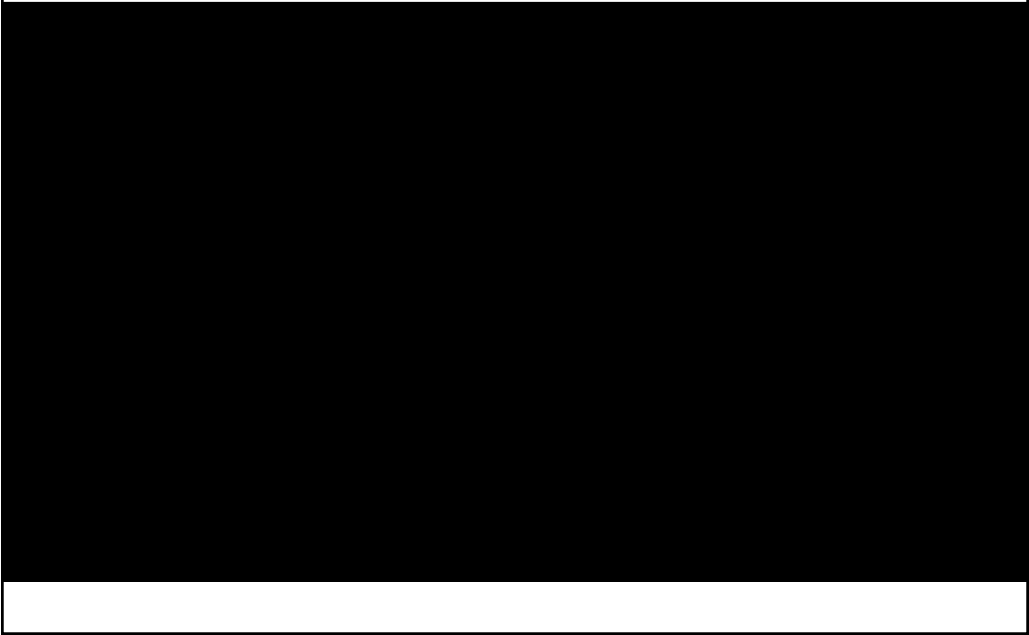
# 8. The Regional Growth Plan

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## The Growth Plan

- Approved by the Province in October 2017
- **In depth presentation in December**
- Video introduction....

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# 9. Next Steps

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## Next Steps

- **Organizational Meeting** in December
- Process for **selection** of Committee Members
- Notice of Motion for **Regional Agriculture Master Plan**  
Terms of Reference
- Review Draft 2018/2019 Budget

*Thank you for your attention!*

*Questions?*



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[www.emrb.ca](http://www.emrb.ca)

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**Title**

Text



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*“Type a quote here.”*

–Johnny Appleseed





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