

**Flagstaff Intermunicipal Partnership Committee
Special Meeting held Monday, April 11, 2016 at 7:00 pm
Flagstaff County Administration Building**

Attendance:	Voting Members	Bob Coutts, Chair	Village of Forestburg
		Bud James	Town of Killam
		Gunnar Albrecht	Flagstaff County
		Shawn Higginson	Town of Sedgewick
		Susan Armer	Village of Lougheed
		Leo Lefebvre	Town of Hardisty
		Dennis Steil	Village of Heisler
		James Robertson	Town of Daysland
	CAOs	Shelly Armstrong	Flagstaff County
		Debra Moffatt	Village of Forestburg/Coordinator
		Amanda Howell	Village of Heisler
		Rod Krips	Town of Daysland
		Amanda Davis	Town of Sedgewick
	Observers/Presenters	Doug Griffiths	13 Ways Inc.
		Tim Morrison	13 Ways Inc.
		Chris Field	13 Ways Inc.
		Catherine Proulx	13 Ways Inc.
		Michael Scheidl	Municipal Affairs
		Sarah Ahlstrom	Municipal Affairs
		Kai So	Municipal Affairs
		Kendall Severson	Battle River School Division
		Laurie Skori	Battle River School Division
		Susan Chromik	Battle River School Division
		Diane Hutchinson	Battle River School Division
	Absent:	Gail Watt	Town of Daysland
		Sandy Otto	Town of Hardisty
		Kim Borgel	Town of Killam
		Jacqueline Zacharuk	Village of Alliance
		David Alderdice	Village of Lougheed
		Dell Wickstrom	Village of Alliance

Chairman Bob Coutts called the meeting to order at 7:03 PM

Agenda Mtn # 16-04-021 Moved by Member Gunnar Albrecht the adoption of agenda as presented.

CARRIED

Presentations **Battle River School Division** – reviewed issues facing the Division this year. Questions were posed from committee members and BRSD representatives made note of our concerns and will be including our issues in their future planning. The representatives from Battle River School Division left at 7:37 p.m.

13 Ways Inc. – Doug Griffiths introduced his team members. Catherine Proulx will be the project manager for the Regional Governance Project. Mr. Griffiths made the following comments:

- The project will ensure that the region is ready to capitalize on growth;
- The group will be exploring additional potential options for our region as well as

those identified in Phase I of the Regional Governance Project;

- They plan on presenting best options, not best solutions; it will be the responsibility of elected officials and the general public to determine what the best solution for our region is;
- Recommended that we re-apply for funding for the Regional Economic Development Plan in the 2016/17 fiscal period;
- They would be willing to coordinate and manage the infrastructure assessment study and would be willing to undertake developing an RFQ for this assessment.
- The immediate next steps were identified as:
 - Ensure all players are in place for the communications strategy
 - Will be developing a detailed work plan during April, 2016
 - Will be looking for feedback on challenges and benefits for the process
- Key stakeholders will be CAOs, FIP Committee members and members of the public at large
- They would like to attend CAO meetings and work closely with this committee in relation to the Regional Governance Project.
- Municipal Affairs indicated they wished to be part of the process and invited the consultants and the committee to utilize their expertise and knowledge in this area
- Anticipated meeting schedule will continue to be every other month until September and then it was recommended that the committee meet monthly
- Elected officials requested bullet points for communication to the general public after each meeting, press releases will also be prepared after each meeting.
- It was recommended that a team building exercise be undertaken with administration staff and elected officials to ensure that all members are able to meet each other and informally discuss areas of concern
- The FIP Coordinator and Catherine Proulx will coordinate a date for the initial event in June.

Catherine Proulx and Chris Field left at 8:50 p.m.

Municipal Affairs left at 8:52 p.m.

Minutes for
February 8, 2016
Regular Meeting
Mtn #16-04-022

Moved by Member Bud James to approve the minutes of the regular meeting held February 8, 2016 as presented.

CARRIED

Minutes for March
14, 2016 Special
Meeting
Mtn #16-04-023

Moved by Member Gunnar Albrecht to approve the minutes of the special meeting held March 14, 2016 as presented.

CARRIED

Information
Mtn #16-04-024

Moved by Member James Robertson to accept all information items.

CARRIED

Review of Financial
Records
Mtn #16-04-025

Moved by Member Gunnar Albrecht to have Grant Thornton LLP review the 2015 financial records.

CARRIED

Regional SCADA
System Next Steps
Mtn #16-04-026

Moved by Member Shawn Higginson to defer the Regional SCADA System Next Steps to the CAO Group and Public Works operators for recommendations.

CARRIED



AUMA Call to
Action re: Grants
in Lieu of Taxes
Mtn #16-04-027

Moved by Member James Robertson to send a letter to Alberta Urban Municipalities Association in support of their continued lobbying of the Province of Alberta in regard to the loss of the Grants in Lieu of Taxes for Social Housing.

CARRIED

Round Table

Discussion was held as to having the CAOs explore how to implement the Infrastructure Assessment.
Discussion was also held as to re-applying for the Regional Economic Development Grant for the 2016/17 fiscal year.

Infrastructure
Assessment
Mtn #16-04-028

Moved by Member Shawn Higginson to have 13 Ways Inc. develop and Request for Quotes for the Regional Infrastructure Study.

CARRIED

Adjournment

As all agenda items had been completed, Chairman Bob Coutts declared the meeting adjourned at 9:30 p.m.



Chairperson



Coordinator