

**Flagstaff Intermunicipal Partnership Committee
Special Meeting to Discuss Regional Governance Project
Held Monday, February 8, 2016 at 7:00 pm
Flagstaff County Administration Building**

Attendance:	Voting Members	Bob Coutts, Chair Bud James Gunnar Albrecht Dennis Steil Dell Wickstrom Perry Robinson Gail Watt Susan Armer	Village of Forestburg Town of Killam Flagstaff County Village of Heisler Village of Alliance Town of Sedgewick Town of Daysland Village of Lougheed
	CAOs	Sandy Otto Shelly Armstrong Rod Krips Debra Moffatt Jacqueline Zacharuk	Town of Hardisty Flagstaff County Town of Daysland Village of Forestburg Village of Alliance
	Consultants	Mike Scheidl Sara Ahlstrom Desiree Kuori	Municipal Affairs Municipal Affairs Municipal Affairs
	Observers	Deb Smith James Robertson	Village of Lougheed Town of Daysland
Absent:		Leo Lefebvre Amanda Davis Amanda Howell Kim Borgel	Town of Hardisty Town of Sedgewick Village of Heisler Town of Killam Village of Lougheed

Chairman Bob Coutts called the meeting to order at 7:00 PM

Agenda Mtn # 16-02-010 Moved by Member Gunnar Albrecht the adoption of agenda with the following additions:
12.1 Fibre Optics Communications
12.2 Battle River School Division

CARRIED

Minutes Mtn #16-02-011 Moved by Member Perry Robinson the adoption of the minutes of January 14, 2016 special meeting.

CARRIED

Review of Financial Records Mtn #16-02-012 Moved by Member Perry Robinson to direct Administration to obtain quotes on the cost of a financial review of the Flagstaff Intermunicipal Partnership financial records for the next meeting

CARRIED

Information Mtn #16-02-013 Moved by Member Gunnar Albrecht to accept the following items for information purposes:

PC *DM*

- Management Report
- Unaudited Financial Statements as at December 31, 2015
- CAO Meeting Notes – January 14, 2016
- CAO Meeting Notes – January 29, 2016
- Regional Cooperation Work Program Update
- Correspondence from the Town of Daysland, Village of Forestburg, Village of Heisler, and the Town of Sedgewick approving the Regional Governance Project Terms of Reference
- Correspondence from the Villages of Strome and Galahad confirming their dissolution

CARRIED

Committee of the Whole Review of feedback received from Regional Governance Project press release:

- Sedgewick – people were interested in the project, questions raised about confirmation that Council is in full support of the project
- Daysland – little feedback received, nothing negative, questions raised about when it was going to happen
- Alliance – people do not understand or may not want to know at this time, no negative feedback
- Heisler – most are accepting of change, not worried
- Flagstaff County – no feedback
- Killam – no feedback
- Forestburg – positive feedback, residents who raised the issue were every support of the project

Request for Proposal – Next Phase of Regional Governance Project
Mtn #16-02-014 Discussion was held regarding the need for a public offering of the next Phases of the Regional Governance Project. Municipal Affairs offered their assistance with the preparation of the Request for Proposals.

Moved by Member Bud James to prepare a Request for Proposal for the next phases of the Regional Governance Project to be publicly offered.

CARRIED

Regional Governance Project Funding Potential funding models were presented for the Regional Governance Project showing what the anticipated municipal requisitions would be if the full scope of the project was undertaken with or without grant funding being made available.

Administration was directed to prepare a budget and requisition excluding the Regional Economic Development Plan and the Regional Infrastructure Assessment components from the project.

Representatives from Municipal Affairs left the meeting at 7:55 p.m.

Revised 2016 Operating Budget and Requisition
Mtn #16-02-015 Moved by Member Bud James to accept the 2016 Operating Budget in the amount of \$82,100 and to recommend the budget be approved by each member municipality.

CARRIED

SCADA Project Budgets and Requisitions Sandy Otto reviewed the requirements to move the server and recommended upgrades for the regional SCADA system. 2nd Floor Computers Inc. has recommended:

- Replacement of existing five year old server and to upgrade to a more powerful

Mtn #16-02-016

server;

- Upgrade local routers and security systems (as required) in each water treatment plant;
- Enter into an IT Maintenance Contract with 24/7/365 coverage at all sites.

Moved by Member Perry Robinson to recommend to each member municipality participating in the Regional SCADA System to approve the following changes to the System:

Move and upgrade the Server from Flagstaff County to the Town of Hardisty;

Upgrade local routers and security protocols; and

Enter into a one year IT Maintenance Contract with 2nd Floor Computers Inc. to provide IT support for the regional server as well as the equipment at each local water treatment plant on a 24/7/365 basis,

At a cost of not more than \$5,800 to each participating water treatment plant.

CARRIED

Fibre Optic
Communications

Dell Wickstrom requested that FIP consider undertaking a regional Fibre Optics Communications project.

The Town of Hardisty indicated that they had already started researching the potential opportunities as they are currently upgrading their systems to run on Fibre Optics. There were concerns raised that if we moved too early on this, we could be tied into a long term contract with a single provider thus reducing opportunities for us later. Currently Regional Electrification Associations and Coops are looking into fibre optics opportunities and we should possibly wait until some more information is available. There is a risk that wireless service to rural residents/businesses may be affected if urban service was withdrawn from existing systems.

Sandy Otto and Rod Krips indicated that they would bring forward information on fibre optics communications to a future meeting.

Battle River
School Division

Chair Bob Coutts indicated that he had been approached by Battle River School Division requesting that they be permitted to meet with the FIP Committee to discuss future plans for the school division.

Battle River School Division is to be invited to the next regular meeting.

Next Meeting

The next regular meeting will be held April 11, 2016 at 7:00 p.m. at the Flagstaff County Administration Building.

Adjournment

As all agenda items had been completed, Chairman Bob Coutts declared the meeting adjourned at 9:04 p.m.



Chairperson



Coordinator