

**Flagstaff Intermunicipal Partnership Committee  
Regular Meeting held Monday, March 6, 2017 at 7:00 pm  
Flagstaff County Administration Building**

Attendance:	Voting Members	Bob Coutts, Chair	Village of Forestburg
		Gerald Kuefler	Flagstaff County
		Bud James	Town of Killam
		Debra Smith	Village of Lougheed
		Anita Miller	Town of Hardisty
		Dennis Steil	Village of Heisler
		James Robertson	Town of Daysland
		Wilma McLeod	Village of Alliance
	CAOs	Debra Moffatt	Village of Forestburg/Coordinator
		Amanda Howell	Village of Heisler
		Sandy Otto	Town of Hardisty
	Observers/Presenters	Gunnar Albrecht	Flagstaff County
		Doug Griffiths	13 Ways Inc.
	Absent:	Amanda Davis	Town of Sedgewick
		Kim Borgel	Town of Killam
		David Alderdice	Village of Lougheed
		Shelly Armstrong	Flagstaff County
		Rod Krips	Town of Daysland
		Jacque Zacharuk	Village of Alliance
		Perry Robinson	Town of Sedgewick

Chair Bob Coutts called the meeting to order at 7:00 p.m.

Agenda  
Mtn # 17-03-004      Moved by Member Anita Miller the adoption of agenda as presented.      **CARRIED**

Presentations

Minutes for January 9,  
2017 Regular Meeting  
Mtn #17-03-005      Moved by Member Gerald Kuefler to approve the minutes of the regular meeting held December 5,  
2016 as presented.      **CARRIED**

Coordinator's Report      As presented in the agenda.

Project Updates      AS presented in the agenda:

- Regional Governance Project
- Regional Safety Program
- Regional SCADA System

Correspondence  
Mtn #17-03-006      Discussion was held as to letters being sent out on behalf of Flagstaff Intermunicipal Partnership  
without the prior approval of the committee. It was determined that the correspondence was all of  
an emergent nature and time constraints were the reason the letters were sent out.

Moved by Member Gerald Kuefler that the group support the letters that were sent.      **CARRIED**

Information  
Mtn #17-03-007

Moved by Member James Robertson to accept all information and correspondence items for information purposes only.

**CARRIED**

Regional Governance  
Project

Doug Griffiths of 13 Ways Inc., reviewed the status of the Regional Governance Project:

- The working sub-committee has compared services and discussion was held on regional versus sub-regional services
- Asset management is done, Urban Systems has met with all administrative staff to review how to keep the information updated. The working sub-committee discussed having a general meeting regarding the uses and benefits of asset management as a planning and management tool
- Time frame for next steps is two more working sub-committee meetings to be held at the end of March and early April, he anticipated that the work of this committee should be completed after these two meetings. He also indicated that if meetings could not be scheduled, they could finish their task by email.

Discussion was held regarding the email from Mayor Perry Robinson of Sedgewick and the general concession was that the committee respected the decision of the Town of Sedgewick to withdraw from the Regional Governance Project and that the option would be available to them to rejoin at a later date.

Regional Meeting –  
March 11, 2017

Doug Griffiths of 13 Ways Inc., reviewed the purpose of the regional meeting to be held on March 11, 2017. Urban Systems and 13 Ways Inc. will be in attendance to review the Infrastructure Assessment and how it can be a useful planning tool for both elected officials and administration.

Round Table

Next Meeting

Chair Bob Coutts indicated that he would be unavailable to attend the next meeting and Vice-Chair Gerald Kuefler stated that he would chair the meeting.


The next regular meeting will be Monday, April 3, 2017 at 7:00 p.m. at the Flagstaff County Administration Building.

Adjournment

As all agenda items had been completed, Chair Bob Coutts declared the meeting adjourned at 7:40 p.m.



Chairperson



Coordinator