**ALBERTA RURAL MUNICIPAL ADMINISTRATORS ASSOCIATION**

**EXECUTIVE MEETING MINUTES**

**January 22, 2016**

The Alberta Rural Municipal Administrators’ Association meeting was called to order by President Rod Hawken on January 22, 2016 at 9:13 a.m. in the AAMDC Boardroom, Nisku, Alberta

**PRESENT:**

Rod Hawken President

Leo Ludwig Director, Zone 1

Al Hoggan Director, Zone 2

Peter Thomas Director, Zone 4

Tyler Lawrason Director, Zone 5

Irene Cooper Executive Director

**ABSENT:**

Cindy Vizzutti Vice President

Luc Mercier Director, Zone 3

**GUESTS:**

Gerald Rhodes AAMDC - Arrived at 12:22 p.m.

Gary Sandberg Alberta Municipal Affairs – Arrived at 1:12 p.m.

Janice Romanyshyn Alberta Municipal Affairs – Arrived at 1:12 p.m.

Stephanie Clarke Alberta Municipal Affairs – Arrived at 1:12 p.m.

**ADOPTION OF AGENDA**

Moved by Tyler Lawrason that the Agenda be adopted with the following additions:

* Viability Grant
* Deputy Minister’s Meeting

 **CARRIED**

**ADOPTION OF MINUTES**

Moved by Leo Ludwig that the Minutes of the November 18, 2015 meeting be adopted as circulated.

 **CARRIED**

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**Reports:**

**Viability Reviews:**

A report for the Village of Hussar was circulated with the Agenda.

**Municipal Sustainability**

Rod Hawken reported that a Sustainability meeting will be held at a later date.

**Assessment & Taxation**

Tyler Lawrason reported that there has been a suggestion that the Province is looking at the possibility of taking back the responsibility for industrial assessment.

**Financial Report**

The Financial Report as of December 31, 2015 was circulated.

Moved by Peter Thomas that the Reports be adopted as circulated and presented.

 CARRIED

**Strategic Plan Review**

The Executive reviewed the Strategic Plan. 5.2.1 (3) was amended to indicate that the Executive will take the Lead Role and that the Target Date is ongoing. Irene Cooper will check with Ross Rawlusyk to obtain an interpretation of 5.4.1 (2). This may go forward to the Conference with the recommendation that it be removed.

Moved by Al Hoggan that the Strategic Plan be amended as discussed and then it be presented to the membership at the Fall Conference for approval.

 CARRIED

**Policy Review**

Moved by Leo Ludwig that the Policy Manual be amended as follows; Policy No. 06-14, 6(a) – changed to $250.00 and Policy No. 07-14, #4 the addition of Outgoing President – Gift in the value of $100.00.

 CARRIED

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**Sponsorship Policy**

The Executive reviewed the proposed sponsorship information and directed that a formal policy be developed and brought forward to the May meeting.

**2016 Conference**

The Executive reviewed the information for the 2016 Conference. Irene Cooper will obtain samples of the Back Packs and make a selection. The Executive will finalize Panel Discussions and further topics for the Conference at the May meeting.

Moved by Peter Thomas that the Conference discussion be accepted for information.

 Carried.

**Viability Reviews**

There was general discussion regarding the long and repetitive process for participation in Viability Reviews. Rod Hawken advised that Municipal Affairs may be adjusting the funding process so that either the receiving or the dissolving municipality can apply for the grant.

Moved by Tyler Lawrason that the discussion regarding Viability Reviews and funding be accepted for information.

 Carried.

**Deputy Minister’s Meeting**

Moved by Al Hoggan that May 13, 2016 be submitted to Municipal Affairs as the first choice for the Deputy Minister’s meeting and that May 27, 2016 be the second choice.

 Carried

The Executive recessed at 10:20 a.m.

The meeting reconvened at 12:22 p.m.

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**AAMDC**

Gerald Rhodes, Executive Director for AAMDC entered the meeting at 12: 22 p.m.

**MGA**

AAMD& C is working on their Strategic Plan and incorporating the changes that have been made to the MGA. They will work on some tools to assist municipalities in developing bylaws for communication with ratepayers and the Councillor Code of Ethics.

**Linear Taxation**

* AAMD&C will be working on the development of workshops for the conversation of sharing of revenues.
* AAMD& C presented what their members are currently doing at a recent AUMA Linear Symposium.
* AAMDC is working on developing a template to be used to gather information from their members and updating it annually. Kim will follow up with the Board at a later date to receive input on what information should be collected.

**Federal Funds**

* The province has requested AAMDC provide information on what priorities exist in the event that federal money is available on short notice.
* The new Building Canada Fund is going forward.
* At this point it appears that the current gas tax grant structure will remain the same as previously.

**Growth Management**

* AAMD&C has hired a consultant to carry out an Annexation & Amalgamation Study.
* AAMD&C will send a letter to the Minister opposing that Growth Management Boards go from voluntary to mandatory under Provincial Legislation.

**Strategic Planning**

* Gerald Rhodes outlined the Strategic Planning process and advised that they have requested input from their membership.
* Best Practices information will be delivered at the Spring Convention.

Gerald Rhodes exited the meeting at 1:12 p.m.

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**ALBERTA MUNICIPAL AFFAIRS**

Gary Sandberg, Janice Romanyshyn and Stephanie Clarke entered the meeting at 1:12 p.m.

**Linear Pooling**

* Linear review is the only commitment that has been made.
* Municipal Affairs presented an overview of linear at the AUMA Linear Symposium, advising what linear is, who benefits and what the outcome would be if changes were made.
* Municipal Affairs is not aware of any changes to linear currently or proposed.

The Executive recommended that Municipal Affairs provide information to dispel the myth that changes to linear is a done deal.

**MGA Review**

* Timeline remains the same; the amended MGA will be passed the fall of 2016.
* Amendments and regulations will be dealt with in an 8 to 10 month timeframe.
* Legislation will be proclaimed prior to the elections in 2017.
* ARMAA will be involved in the Regulation Development and implementation.
* ARMAA will be involved in the working committee dealing with the Community Aggregate Levy.

**Abandoned Sites**

The Executive expressed concern and requested that further work is required on abandoned sites. The municipalities cannot collect taxes and still have to remit the school tax portion.

**Council Code of Conduct**

The Executive raised the question of the proposed Council Code of Conduct does not go far enough in having a Councillor removed from Council. Municipal Affairs advised that regulations will be developed to set out basic standards and they are looking at what types of sanctions a municipality can consider.

**Selection of Alternate Chairman**

Rod Hawken exited the meeting at 2:12 p.m.

Moved by Al Hoggan that Peter Thomas be appointed as Chairman for the duration of the meeting.

 Carried.

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Peter Thomas assumed the Chair at 2:12 p.m.

**Tax Rates**

The Executive raised the issue of the relation between residential and non residential tax rates and advised that they are interested in seeing some work on the implementation of a ratio.

The representatives from Municipal Affairs left the meeting at 2:17 p.m.

**Adjournment**

Moved by Al Hoggan that the meeting be adjourned at 2:18 p.m.

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Rod Hawken, President Irene Cooper, Executive Director