**ALBERTA RURAL MUNICIPAL ADMINISTRATORS ASSOCIATION**

**EXECUTIVE MEETING MINUTES**

**February 17, 2017**

The Alberta Rural Municipal Administrators’ Association meeting was called to by President Rod Hawken at 9:00 a.m. on February 17, 2017 in the Spitfire Room, Royal Executive Inn, Nisku, Alberta.

**PRESENT:**

Rod Hawken President

Cindy Vizzutti Vice President

Al Hoggan Director, Zone 2

Luc Mercier Director, Zone 3

Peter Thomas Director, Zone 4

Tyler Lawrason Director, Zone 5

Irene Cooper Executive Director

**ABSENT**

Doug Henderson Director, Zone 1

**GUESTS**

Kim Heyman AAMDC

Gary Sandberg Alberta Municipal Affairs

Meryl Whittaker Alberta Municipal Affairs

**ADOPTION OF AGENDA**

Moved by Cindy Vizzutti that the Agenda be adopted with the addition of New Business (9) ICF Report.

 CARRIED

**ADOPTION OF MINUTES**

Moved by Peter Thomas that the Minutes of the November 14, 2016 be adopted as presented.

 CARRIED

**COMMITTEE REPORTS**

**CAMMA**

Luc Mercier provided an update on the CAMMA Steering Committee and Working Group. The group will be seeking input and guidance to develop initiatives that will recruit the next generation of administrators, increase the awareness of CAMMA and improve and facilitate communications with Provincial and Federal representatives.

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**COMMITTEE REPORTS CON’T**

**Centralized Assessment**

Luc Mercier advised that he had been asked to meet directly with Municipal Affairs to provide input on the Centralization of Assessment Services. Municipal Affairs would like to meet with ARMAA members during the AAMDC Conference to discuss how the initiative will be rolled out.

**Agricultural Committee**

Rod Hawken provided an update on the Agricultural Levy. At this time here is no consensus as to how the Footprint Initiative will be implemented.

**Viability Reviews**

The Executive reviewed and discussed the currently Viability Reviews that are under way.

**Financial Report**

Moved by Al Hoggan that the Financial Report be approved as presented.

 CARRIED

**2017 CONFERENCE**

Theme – Keep Calm – Lead On

Keynote Speaker – Paul Huschilt – Everybody Stay’s Calm

Ministerial Form – invite Transportation, Environment, Health, Solicitor General and Municipal Affairs

Legal Panel – Ask membership what topics they would like discussed

Registration Gifts – Golf Shirts

Retiring Members – Ross Rawlusyk, Irene to check and see if Ross if retiring.

**NEW BUSINESS**

**Policy Manual Review**

Moved by Tyler Lawrason that no changes are required to the Policy Manual.

 CARRIED

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**Fraternal Conferences**

Representation from ARMAA will be:

LGAA – Rod Hawken RMAA – Cindy Vizzutti

MMMA – Doug Henderson LGMA – Al Hoggan

**AAMDC Board Meeting**

Moved by Peter Thomas that Rod Hawken and Al Hoggan attend the AAMDC Board Meeting on March 30, 2017.

 CARRIED

**Minister’s Awards of Excellence**

Moved by Cindy Vizzutti that Al Hogaan be appointed as the ARMAA representative on the Minister’s Awards of Excellence Committee.

 CARRIED

**Viability Review Process**

Changes to the Viability Review Process were circulated and discussed.

**Deputy Minister’s Meeting**

May 5 and May 12, 2017 will be proposed to Municipal Affairs for the Deputy Ministers Meeting. The meeting will be with Municipal Affairs only to discuss the new MGA and Regulations.

**Memorial Donations**

Provided for information were thank you acknowledgements for Memorial Donations to the Popowich and Hawken Families.

**CAO Certification**

Rod Hawken advised that he had attended a meeting with SLGM and LGAA to discuss certification of CAO’s. It is proposed that a joint survey be developed.

Moved by Luc Mercier that ARMAA participate in a survey to determine interest in CAO Certification.

 CARRIED.

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**ICF’s**

Rod Hawken advised that the County of Wetaskiwin has received a grant to develop and ICF process. The County has retained the services of Brian Austrom to proceed with this project. Brian would be available to make a presentation at the Conference. It will be determined at the next meeting if there is time on the Agenda for a presentation.

**Next Meeting**

The ARMAA Executive will hold their next meeting prior to the Deputy Minister’s meeting.

**RECESS**

The meeting was recessed at 10:47 a.m. and reconvened at 11:11 a.m.

**AAMDC**

Kim Heyman entered the meeting at 11:11 a.m. and provided an update as to AAMDC activities. They are awaiting a meeting with the Premier. Brief discussion was held regarding the carbon tax and the impact on municipal operations.

**Municipal Affairs**

Gary Sandberg and Meryl Whittaker entered the meeting at 11:29 a.m.

Key points of discussion were:

Dispute resolution details will be posted in March

Timelines for the development of IDP’s and ICF’s have been set out by Cabinet however the Minister of Municipal Affairs has the authority to extend deadlines if municipalities are going forward with the process.

Designated Industrial Property timeline is aggressive. Municipal Affairs will convene a special meeting with ARMAA membership at the spring AAMDC Conference.

ACP applications are in and Municipal Affairs hope to have funds sent out by the end of March. The program has been oversubscribed again this year.

The ARMAA Executive advised Municipal Affairs that the school tax on uncollectable linear taxes is creating an insurmountable financial burden on municipalities. Municipal Affairs to taking a serious look at this issue and hope to provide some relief in the review process.

**Adjournment**

The meeting adjourned at 12:52 p.m.

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**Rod Hawken, President I. Cooper, Executive Director**