ALBERTA RURAL MUNICIPAL ADMINISTRATORS ASSOCIATION

EXECUTIVE MEETING MINUTES

JANUARY 19, 2015

The Alberta Rural Municipal Administrators’ Association meeting was called to order by President Sheila Kitz on January 19, 2015 at 9:02 a.m. in the Spitfire Room, Royal Executive Inn, Nisku, Alberta

**PRESENT:**

Sheila Kitz President

Rod Hawken Vic President

Cindy Vizzutti Zone Director One

Faye Kary Zone Director Four

Tyler Lawrason Zone Director Five

Irene Cooper Executive Director

**ABSENT:**

Ron Leaf Zone Director Two

Luc Mercier Zone Director Three

**GUESTS:**

Tasha Blumenthal Senior Policy Analyst AAMDC

Gary Sandberg A.D.M. Municipal Affairs – Municipal Services & Legislation

Janice Romanshyn Assessment and Grants Division

**ADOPTION OF AGENDA**

Moved by Rod Hawken that the Agenda be adopted as circulated.

 CARRIED

**ADOPTION OF MINUTES**

Moved by Faye Kary that the Minutes of the November 17, 2014 meeting be adopted as circulated.

 CARRIED

**AAMDC**

Tasha Blumenthal, Senior Policy Analyst for AAMDC joined the meeting at 9:02 a.m.

General discussion regarding the Municipal Government Act ensued. The Elected Officials Group is working on the 50 items that came forward from the public consultation. Some legislation may come out this fall when a consensus is reached.

**ARMAA EXECUTIVE MEETING**

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**AAMDC CONTINUED**

The AAMDC Board will be having a retreat in February and updating their Advocacy Strategy.

The AAMDC is currently looking at a revenue pooling model with rurals and urbans. The pooling of funds from M & E would be shared both ways.

The provincial government has stated that they need to look at the MSI funding in regards to municipalities that do not require it. No criteria has been established yet to determine who needs it or not.

AAMDC is looking at the Manitoba amalgamation model to see what has worked and what hasn’t .

The Community Aggregate Levy Legislation is expiring and AAMDC will be requesting that it be increased from the currently. 25 per tonne. The M.D. of Willow Creek and the M.D. of Provost currently to not charge a levy and will provide AAMDC with feedback as to why they opted out.

The base charge for Oil Well Drilling Tax has been increased, some municipalities will benefit and some will lose revenue.

The Government will be releasing their Water Strategy soon. The concern that has gone forward is the use of water for fracing operations.

Tasha Blumenthal exited the meeting at 9:40 a.m.

**2015 CONFERENCE**

Irene Cooper report that the facility is booked for the Trade Show and anticipates some new vendors this year.

Rod Hawken will book a service group to look after the Bar for the Wine and Cheese and ARMAA will provide a donation for this service.

Meal costs were provided to the Executive. It was decided that the food for the Wine and Cheese would be cold meat and cheese trays.

The Guest Speaker, David Siegel has been booked and Irene is working with him on his presentation. His topic will be leadership qualities of a CAO.

Transportation for the Golf Tournament, the Trade Show and to and from the Super 8 to the Best Western during the Conference.

**ARMAA EXECUTIVE MEETING**

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**CONFERENCE CONTINUED**

Sheila Kitz will contact Reynolds Mirth and discuss possible topics with them. Rod will speak with Tom Merriot of Brownlee LLP in regards to their topic.

The Executive will work on a panel discussion with various municipalities that have been involved in dissolutions and viability studies.

It was decided that there would be a time allocation for round table discussions on this year’s agenda.

It was decided that in lieu of speak gifts, a donation would be made to the local 4-H groups.

**EDUCATIONAL BURSARY**

Moved by Rod Hawken that ARMAA proceed with an Educational Bursary and that the policy provide for $500.00, a minimum of 1 recipient and a maximum of 2 per year.

 CARRIED

**POLICY REVIEW**

All proposed changes will be made to the Policy Manual and circulated.

**CAMA COMMUNICATION PROJECT**

Irene Cooper advised that CAMA had requested a 10 to 15 minute time allocation at the Conference. She advised them that they should participate at the Trade Show to gain the exposure they were seeking.

**MGA REVIEW**

Moved by Cindy Vizzutti that the Executive endorse the letter from Sheila Kitz to Alberta Municipal Affairs regarding CAO representation on the review panel.

**ARMAA EXECUTIVE MEETING**

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**ASSET MANAGEMENT**

Sheila Kitz provided an update. AAMDC received a grant and is conducting a pilot project in conjunction with the CEA. She will be attending a meeting on February 11, 2015.

**REGIONAL TRAINING SESSIONS**

Municipal Affairs has request that ARMAA assist with the marketing of the Regional Training Sessions by providing our members with the location and times of the sessions.

Irene Cooper will circulated the information when received.

**DEPUTY MINISTERS MEETING**

Irene Cooper will advise Municipal Affairs that the Executive would prefer the Deputy Ministers Meeting on May 8 or May 29th. May 22, 2015 would be the last choice for a meeting date.

It was determined that the Executive would hold a meeting on the evening prior to the Deputy Ministers Meeting.

**NEW MEMBER APPLICATIONS**

Moved by Cindy Vizzutti that the applications received from Cindy Millar, Northern Sunrise County, Chris Cambridge, M.D. of Bonnyville and Joulia Whittleton, Mackenzie County be approved as presented.

 CARRIED.

**CAO RETIREMENT**

Irene Cooper advised that Lucien Turcotte, CAO for the M.D. of Smoky had retired and that he had been a member of ARMAA for 42 Years.

Moved by Faye Kary that Lucien Turcotte be honored at the 2015 Conference and be presented with a Lifetime Membership in ARMAA.

 CARRIED.

**ARMAA EXECUTIVE MEETING**

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**WEB SITE IDEAS**

Irene Cooper advised that she would be sending out an email to all members to remind them that ARMAA posts job opportunities on their web site. Many rural municipalities have not been using this service.

It was suggested that when a job posting is received that an email be sent out directing members to the web site. It was also suggested that the web site link be added to the Executive Directors email salutation.

**ALBERTA MUNICIPAL AFFAIRS**

Gary Sandberg and Janice Romanshyn attended the meeting at 1:30 p.m.

Since June there has been meetings with 2 steams of focus groups. They have developed 8 themes. The Minister will be meeting with the business and Municipal representatives. One of the issues that have come forward is assessment of farmland based on market value.

Sheila Kitz once again put forward that Administrators should be at the table during discussions as they are the ones that work with the legislation on a daily basis.

Janice Romanshyn advised that there has been some talk about cutting MSI funding to some municipalities.

The ACP strategy went to the Minister and some information should be forthcoming by the end of January.

The department is short staffed and with the current hiring freeze there will be delays .

The additional funding to ARMAA is subject to Ministerial approval. It is known that it will not be the $25,000.00 originally cited.

The ARMAA Executive advised that the fall conference theme will focus around dissolutions and viability reviews. Gary will have a list of all municipalities that have gone through or are currently in the process sent to Irene Cooper.

The Aggregate Levy will end in 2015 and there is a plan to consult with municipalities in the spring.

The department will be meeting with the Mayors of Edmonton and Calgary regarding the Charters. This will be mainly administrative and no changes will negatively affect other municipalities.

**ARMAA EXECUTIVE MEETING**

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**MUNICIPAL AFFAIRS CONTINUED**

The consultation process for the Floodway Development Regulation has been complete. They hope to have the Regulation in place by the spring. The executive advised that municipalities need floodway mapping.

The Executive put forward to the department that abandon well sites must be put back on land titles as without this information on title, development and planning is adversely affected.

Gary Sandberg and Janice Romanshyn left the meeting at 3:13 p.m.

**ADJOURNMENT**

Sheila Kitz adjourned the meeting at 3:14 p.m.

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SHEILA KITZ, PRESIDENT IRENE COOPER EXECUTIVE DIRECTOR