**ALBERTA RURAL MUNICIPAL ADMINISTRATORS ASSOCIATION**

**EXECUTIVE MEETING MINUTES**

**May 27, 2015**

The Alberta Rural Municipal Administrators’ Association meeting was called to order by President Sheila Kitz on May 27, 2015 at 7:08 p.m. in the Lakeland Room, Coast Edmonton Plaza Hotel, Edmonton, Alberta

**PRESENT:**

Sheila Kitz President

Rod Hawken Vic President

Ron Leaf Zone Director Two

Faye Kary Zone Director Four

Irene Cooper Executive Director

**ABSENT:**

Cindy Vizzutti Zone Director One

Luc Mercier Zone Director Three

Tyler Lawrason Zone Director Five

**GUESTS:**

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

Kim Heyman Policy Advisor AAMDA

**ADOPTION OF AGENDA**

Moved by Faye Kary that the Agenda be adopted with the additions to New Business:

* Focus Fit
* Strategic Plan Update

 **CARRIED**

**ADOPTION OF MINUTES**

Moved by Rod Hawken that the Minutes of the January 19, 2015 meeting be adopted as circulated.

 **CARRIED**

**ARMAA EXECUTIVE MEETING**

**May 27, 2015**

**COAST EDMONTON PLAZA HOTEL, EDMONTON AB PAGE 2**

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**ALBERTA MUNICIPAL AFFAIRS**

Gary Sandberg updated the Executive as to the changes to personnel following the Pr0vincial Election.

**AAMDC**

Kim Heyman outlined the briefing of issues that will be put forth to the new Provincial Government.

**2015 ARMAA CONFERENCE**

General discussion took place regarding the 2015 ARMAA Conference taking place in Wetaskiwin, September 9th to 11th. Information packages will be sent out within the next month. President Sheila Kitz will chair the Business Meeting

**EDUCATIONAL BURSARY POLICY**

Moved by Rod Hawken that the ARMAA Educational Bursary Policy be approved with minor grammatical changes.

 **CARRIED**

**ARMAA POLICY MANUAL**

Moved by Ron Leaf that the Policy Manual be accepted for information.

 **CARRIED**

**VIABILITY REVIEWS**

It was requested that Viability Reviews become a standing Agenda Item with a list of all reviews and ARMAA Representation.

**ARMAA WEBSITE**

It had been suggested that the ARMAA Website include a section where members can share policies and bylaws and pose questions, similar to the LGAA site.

Irene Cooper will check with the Website Host.

**ARMAA EXECUTIVE MEETING**

**May 27, 2015**

**COAST EDMONTON PLAZA HOTEL, EDMONTON AB PAGE 3**

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**MATRIX GROUP PUBLISHING**

Moved by Ron Leaf that the proposal by Matrix Publishing Group be accepted for information at this time.

 **CARRIED**

**ARMAA STRATEGIC PLAN**

To be reviewed at the next meeting.

**FOCUS FIT**

Moved by Faye Kary that the proposal by Focus Fit be received for information.

 **CARRIED.**

**COMMITTEE REPORTS**

Sheila Kitz advised that there is another meeting regarding Oil Well Drilling Tax.

**OTHER**

It was requested that Deron Bilous be invited to attend the ARMAA Conference.

**ADJOURNMENT**

Moved by Ron Leaf that the meeting be adjourned at 9:17 p.m.

 **CARRIED**

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**PRESIDENT EXECUTIVE DIRECTOR**