**ALBERTA RURAL MUNICIPAL ADMINISTRATORS ASSOCIATION**

**EXECUTIVE MEETING**

**MARCH 2, 2018**

**SPITFIRE ROOM, ROYAL EXECUTIVE INN, NISKU, AB**

The Alberta Rural Municipal Administrators’ Association meeting was called to order at 9:00 a.m. by Irene Cooper, Executive Director on March 2, 2018 in the Spitfire Room, Royal Executive Inn, Nisku, AB.

**PRESENT:**

Doug Henderson Director, Zone 1

Al Hoggan Director, Zone 2

Luc Mercier Director, Zone 3

Tyler Lawrason Director, Zone 5

Irene Cooper Executive Director

**ABSENT:**

Cindy Vizzutti President

Curtis Herzberg Vice President

Joulia Whittleton Director, Zone 4

**GUESTS:**

Michael Scheidl Alberta Municipal Affairs

Irene Black Alberta Municipal Affairs

Gary Sandberg ADM - Municipal Affairs – Municipal Services & Legislation

Stephanie Clarke ADM – Municipal Affairs – Municipal Assessment & Grants

Gerald Rhodes Executive Director, AAMD&C

Tasha Blumenthal Director of External Relations & Advocacy, AAMD&C

In the absence of the President and Vice President, Irene Cooper opened the floor for nominations for meeting Chair.

Luc Mercier nominated Tyler Lawrason. There being no further nominations, Tyler Lawrason assumed the Chair for the March 2, 2018 meeting.

**ADOPTION OF AGENDA**

Moved by Al Hoggan that the Agenda be adopted as circulated.

 **CARRIED**

**ADOPTION OF MINUTES**

Moved by Doug Henderson that the Minutes of the November 14 , 2017 meeting be adopted with the correction of the time the meeting was called to order.

 **CARRIED**

**ARMAA EXECUTIVE MEETING**

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**COMMITTEE REPORTS**

 The Village of Hussar Viability Review Team met on February 16, 2018 at the Wheatland County offices. New representatives from AAMDC and the Village of Hussar were welcomed to the team.   The team reviewed and discussed the Villages Infrastructure Study and it was noted the study is now a public document and can be shared with the public, associations, and councils.      The team also began reviewing and updating the draft Viability Review Plan that now includes information, provided by the County, after the VRT determined the Village was not clearly viable in May 2017.

 The VRT will meet, via teleconference, on March 5, to complete the review of the draft viability plan.

Al Hoggan advised that the Municipal Excellence Committee will be meeting soon.

Luc Mercier advised that CAMA has completed “Making Life Happen” and it has been circulated to all ARMAA members.

**FINANCIAL REPORT**

Moved by Luc Mercier that the Financial Report be accepted as presented.

 **CARRIED**

**REVIEW OF POLICY MANUAL**

Moved by Al Hoggan that the Policy Manual be amended to reflect approval of membership applications by Executive Director.

 **CARRIED**

**REVIEW OF STRATEGIC PLAN**

Moved by Luc Mercier that the review of the Strategic Plan be tabled until the next meeting.

 **CARRIED**

**2018 CONFERENCE**

Irene Cooper advised that the Medicine Hat Lodge has been booked for the Conference and information will be posted on the Website. The Desert Blume Golf Course has been booked as well.

**ARMAA EXECUTIVE MEETING**

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Direction for the Conference was given as follows:

* continue to have the Round Table Discussion with Alberta Municipal Affairs.
* invite the Federal Departments of Transportation, Oceans & Fisheries and Environment.
* Keynote Speaker
* In lieu of Registration Gifts a donation will be made to a Charity in Cypress County
* Any member of a rural municipality can attend the Conference
* Legal topics will be changes in federal and provincial labour law and Contract Law in general and Procurement Laws

**ALBERTA MUNICIPAL AFFAIRS**

Michael Scheidl and Irene Black entered the meeting at 10:00 a.m. and discussed the background and mandate of the ICF/IDP Workshops. The workshops were developed to assist in understanding the legislation, rolling out the tools and to encourage the required rural/urban dialog required to develop the plans.

Michael Scheidl and Irene Black exited the meeting at 10:41 a.m.

**AAMD& C**

Gerald Rhodes and Tasha Blumenthal entered the meeting at 10:42 a.m. Gerald introduced Tasha as the new Director of External Relations & Advocacy.

The following items were discussed:

* The Policing issue, specifically that all municipalities should pay for policing, regardless of population has come forward again.
* Assessment Year Modifiers – capping at the 2016 level
* Centralized Assessment – Luc Mercier has been asked to assist AAMDC on the Technical Committee
* Bill 169 & 168 which will have an impact on rural municipalities – more information will be available shortly.
* Elected Officials Education Program has been a success and 2 more sessions will be coming out in a few weeks.
* AAMD& C Conference Agenda

**ALBERTA MUNICIPAL AFFAIRS**

Gary Sandberg and Stephanie Clarke entered the meeting at 11:30 a.m. The following items were discussed:

* Cost Construction Guide
* Inspection process
* RIPA and the representation on the Board – ARMAA was invited to appoint a member
* ICF’s and IDP’s - Municipal Affairs would like to schedule a meeting with AAMDC and ARMAA to discuss circumstances that may warrant an exemption to the legislation.
* Assessment Legislation is not keeping up with technology – Bit coin mining.
* Municipal Sustainability Advisory Committee requires ARMAA representation
* Length of the Viability Review Process
* Cost sharing should be the focus of ICF’s
* Some MSI funding will be advanced shortly.

**ARMAA EXECUTIVE MEETING**

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**FRATERNAL CONFERENCES**

LGAA – April 4-6th at the Sheraton Hotel Red Deer - Cindy Vizzutti

MMAA – April 22 – 25th at the Victoria Inn in Winnipeg – Not Determined

RMAA – May 14-17th at the Delta Regina Hotel in Regina – Luc Mercier – Tyler Lawrason Alternate

LGMA – May 15-18th at the Victoria Conference Centre in Victoria – Al Hoggan

**DEPUTY MINISTER’S MEETING**

The Executive suggested either May 4th or May 11th as potential dates for a meeting with the Deputy Ministers. Irene Cooper will forward the dates to Alberta Municipal Affairs.

**CONSTRUCTION COST REPORTING GUIDE**

Moved by Al Hoggan that Tyler Lawrason be appointed as the ARMAA representative on the Construction Cost Reporting Guide Committee

 **CARRIED**

**Lifetime Memberships**

The Executive requested that a list of all retiring members be brought to the next meeting to determine Lifetime Memberships.

**MUNICIPAL SUSTAINABILITY ADVISORY COMMITTEE**

Moved by Luc Mercier that Irene Cooper check with Curtis Herzberg to determine if he would continue as ARMAA’s representative and in the event that he cannot, an invitation will be extended to Rod Hawken, Acting CAO, County of Wetaskiwin.

 **CARRIED**

**ADJOURNMENT**

Moved by Al Hoggan that the meeting be adjourned at 1:30 p.m.

 **CARRIED**

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**PRESIDENT, CINDY VIZZUTTI EXECUTIVE DIRECTOR, I COOPER**