**ALBERTA RURAL MUNICIPAL ADMINISTRATORS ASSOCIATION**

**EXECUTIVE MEETING**

**June 11, 2018**

**18th Floor Commerce Place, Edmonton, Alberta**

The Alberta Rural Municipal Administrators’ Association meeting was called to order at 11:41 a.m. by President Cyntha Vizzutti in the 18th Floor Board Room, Commerce Place, Edmonton, Alberta

**PRESENT:**

Cindy Vizzutti President

Curtis Herzberg Vice President

Al Hoggan Director, Zone 2

Luc Mercier Director, Zone 3

 Joulia Whittleton Director, Zone 4

Tyler Lawrason Director, Zone 5

Irene Cooper Executive Director

**GUESTS**

Shawn Hathaway Zone 1 Director Candidate

Sheila Kitz CAO, County of St. Paul

Leo Ludwig CAO, Westlock County

**ADOPTION OF AGENDA**

Moved by Curtis Herzberg that the Agenda for the June 11, 2018 meeting be adopted with the following additions:

Appointment of Zone 1 Director

New Business: 7. Letter regarding Environmental Issues.

 Carried.

**ADOPTION OF MINUTES**

Moved by Al Hoggan that the Minutes of the March 2, 2018 meeting be adopted as circulated.

 Carried.

**APPOINTMENT OF ZONE DIRECTOR**

Moved by Al Hoggan that Shaw Hathaway, CAO for the County of Warner be appointed as the representative for Zone 1 to replace Doug Henderson.

 Carried.

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**COMMITTEE REPORTS**

**PRIVATE SEWAGE REGULATIONS**

Cynthia Vizzuti reported that changes to the Regulations will be out by the end of the year. Noteworthy is that municipalities will be expected to enforce set back variances and be responsible for the variance.

**MUNICIPAL EXCELLENCE**

Al Hoggan reported that results will be announced at the Fall AAMDC Conference.

**MANITOBA CONFERENCE**

Curtis Herzberg reported on attended the MMMA Conference. He recommended that an ARMAA representative be appointed to “buddy” the fraternal delegates that attend our Conference.

Moved by Shawn Hathaway that the Committee Reports be accepted as presented.

 Carried.

**FINANCIAL REPORT**

Moved by Curtis Herzberg that the Financial Report be accepted as presented.

 Carried.

**REVIEW OF POLICY MANUAL**

Moved by Joulia Whittleton that Policy No. 01-18, Travel Expense Policy be approved as presented and that the Conference Registration fee for Retired Members be approved at $100.

 Carried.

Moved by Curtis Herzberg that membership eligibility be discussed at the Annual Conference.

 Carried.

**REVIEW OF STRATEGIC PLAN**

Moved by Curtis Herzberg that the Review of the Strategic Plan be tabled until after the Annual Conference.

 Carried.

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**STRATEGIC PLAN CON’T**

Moved by Al Hoggan that a Strategic Planning Session be held to revise and update the Plan after the Annual Conference.

 Carried.

Cynthia Vizzuti will arrange the session for a Thursday and Friday in early October.

**2018 CONFERENCE**

**Registration Gifts**

Moved by Shawn Hathaway that ARMAA donate $4,000 to HALO in lieu of Registration Gifts.

 Carried.

**KEY NOTE SPEAKER**

The Executive reviewed the list of potential Keynote Speakers, they will advise Irene Cooper no later than June 15, 2018 of their recommendation.

**LIFETIME MEMBERSHIPS**

Moved by Cynthia Vizzuti, that Ross Rawlusyk, Frank Coutney, Ron Leaf and Terry Hagar received Lifetime Memberships in ARMAA for their outstanding contribution to the Organization.

**MUNICIPAL SUSTAINABILITY STRATEGY ADVISORY COMMITTEE**

Moved by Shawn Hathaway that Curtis Herzberg be appointed to represent ARMAA on the Municipal Sustainability Strategy Advisory Committee.

 Carried.

**DIP PROCESS – COUNTY OF ATHABASCA**

Moved by Al Hoggan that the concerns expressed by the County of Athabasca regarding the DIP Process be accepted for information.

 Carried.

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**MEETING WITH LGAA EXECUTIVE**

The Executive discussed the request from LGAA President Kelly White to have the Executive of ARMAA and LGAA meet.

Cindy Vizzutti will contact Kelly which and set up a lunch meeting .

**LETTER REGARDING ENVIRONMENT CONCERNS**

Moved by Curtis Herzberg that Cynthia Vizzutti gather concerns and send a letter to Deputy Minister Pickering.

 Carried.

**ADJOURNMENT**

Moved by Al Hoggan that the meeting be adjourned at 2:05 p.m.

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**Cyntha Vizzutti, President I. Cooper, Executive Director**