



## Inter-municipal Affairs Committee Agenda

October 31, 2018 2:00 PM-4:30 PM

Douglas Cardinal Boardroom, St. Albert Place

5 St. Anne Street, St. Albert AB

<p><b>1. Opening</b></p>	
<p>1.1 Call to Order <i>Action: Declaration</i> <i>Lead: Deputy Mayor Jacquie Hansen</i></p>	
<p>1.2 Chair's Opening Remarks <i>Action: Information</i> <i>Lead: Deputy Mayor Jacquie Hansen</i></p>	
<p><b>2. Approval of Agenda</b> <i>Action: Approval</i> <i>Lead: Deputy Mayor Jacquie Hansen</i></p> <p><b>Recommended Motion:</b> That the Inter-municipal Affairs Committee approve the Agenda of October 31, 2018.</p>	
<p><b>3. Approval of Minutes</b> <i>Action: Approval</i> <i>Lead: Deputy Mayor Jacquie Hansen</i></p> <p><b>Recommended Motion:</b> That the Inter-municipal Affairs Committee approve the minutes of the June 27, 2018 IAC Meeting.</p>	Page 4 of 19
<p><b>4. Joint Opportunities Task Force</b></p>	
<p>4.1 Chair Update <i>Action: Information</i> <i>Lead: JOTF Co-Chairs, Councillor Jacquie Hansen and Councillor Wayne Bokenfohr</i></p>	
<p>4.2 2018-19 JOTF Workplan <i>Action: Approval</i> <i>Leads: JOTF Co-Chair, Councillor Jacquie Hansen &amp; Trevor Duley, Manager of Government Relations</i></p> <p><b>Recommended Motion:</b> That the Inter-municipal Affairs Committee approve the 2018-19 JOTF Workplan.</p>	Page 7 of 19
<p><b>5. Intermunicipal Collaboration Framework (ICF) Task Force</b></p>	



<p>5.1 ICF Revised Project Charter and Terms of Reference</p> <p><i>Action: Approval</i></p> <p><i>Leads: Trevor Duley, Manager of Government Relations &amp; Leslie Chivers, Senior Intergovernmental Advisor</i></p> <p><b>Recommended Motion:</b> That the Inter-municipal Affairs Committee approve the ICF Project Charter and ICF Task Force Terms of Reference.</p>	Page 10 of 19
<p><b>6. Annexation Negotiating Committee (In Camera)</b></p> <p><b>Recommended Motion:</b> That the Inter-municipal Affairs Committee move in-camera.</p>	
<p>6.1 Chair Update</p> <p><i>Action: Information</i></p> <p><i>Lead: Annexation Committee Chair, Councillor Susan Evans</i></p>	
<p>6.2 Annexation Negotiating Committee Workplan</p> <p><i>Action: Approval</i></p> <p><i>Lead: Annexation Committee Chair, Councillor Susan Evans &amp; Adryan Slaght, Director of Planning</i></p>	
<p><b>7. Intermunicipal Referral Process (In-Camera)</b></p> <p><b>Recommended Motion:</b> That the Intermunicipal Affairs Committee move in-camera.</p>	
<p>7.1 Intermunicipal Referral Process Options</p> <p><i>Action: Approval</i></p> <p><i>Lead: Kevin Scoble, City Manager &amp; Bill Minnes, CAO</i></p>	
<p>7.2 Motions Arising from In-Camera Session</p> <p><i>Action: Approval</i></p> <p><i>Lead: Deputy Mayor Jacquie Hansen</i></p>	
<p><b>8. Sturgeon Valley Special Study Area Update</b></p> <p><i>Action: Information</i></p> <p><i>Lead: Travis Peter, Manager, Community and Regional Planning</i></p>	
<p><b>9. Roundtable</b></p>	
<p><b>10. Adjournment</b></p>	

Minutes of a Meeting of the St. Albert/Sturgeon County Inter-municipal Affairs Committee held on the above date in the Douglas Cardinal Boardroom at St. Albert Place, 5 St. Anne Street, St. Albert, Alberta at 2:00 p.m.

---

**Present:**

**Sturgeon County:**

Mayor Alanna Hnatiw  
Councillor Susan Evans  
Councillor Wayne Bokenfohr  
Councillor Neal Comeau  
Councillor Patrick Tighe  
Councillor Karen Shaw  
Councillor Dan Derouin

**City of St. Albert:**

Deputy Mayor Jacquie Hansen  
Councillor Sheena Hughes  
Councillor Wes Brodhead (Arrived 2:20 pm)  
Councillor Natalie Joly  
Councillor Ken MacKay  
Councillor Ray Watkins

**Regrets:**

**Regrets:**

Mayor Cathy Heron

**Sturgeon County Staff:**

Bill Minnes, County Commissioner-CAO  
Collin Steffes, General Manager of Integrated Growth  
Travis Peter, Manager, Community and Regional Planning  
Leslie Chivers, Senior Intergovernmental Advisor

**City of St. Albert Staff:**

Kevin Scoble, City Manager  
Michelle Bonnici, General Manager, Corporate Services  
Adryan Slaght, Director of Planning and Development  
Trevor Duley, Manager, Government Relations

**1) WELCOME AND CALL TO ORDER**

Deputy Mayor Hansen welcomed those present and called the meeting to order at 2:04 p.m.

**2) APPROVAL OF AGENDA**

Moved by Councillor Tighe

That the Inter-municipal Affairs Committee approve the agenda of October 31, 2018.

CARRIED UNANIMOUSLY

**3) APPROVAL OF MEETING MINUTES**

Moved by Mayor Hnatiw

That the Inter-municipal Affairs Committee approve the minutes of the June 27, 2018 IAC Meeting.

CARRIED UNANIMOUSLY

**4) JOINT OPPORTUNITIES TASK FORCE (JOTF)**

Moved by Councillor Bokenfohr

That the Inter-municipal Affairs Committee approve the 2018-19 Joint Opportunities Task Force Workplan as amended.

CARRIED UNANIMOUSLY

**5) INTERMUNICIPAL COLLABORATION FRAMEWORK (ICF) TASK FORCE**

Moved by Councillor MacKay

That the Inter-municipal Affairs Committee approve the ICF Project Charter as amended and ICF Task Force Terms of Reference.

CARRIED UNANIMOUSLY

**6) MOTION TO MOVE IN-CAMERA**

Moved by Councillor Tighe

That the Inter-municipal Affairs Committee move in-camera to consider a land matter in accordance with the provisions of section 23-Local body confidences of the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000. CF-25 as amended.

CARRIED UNANIMOUSLY

The Inter-municipal Affairs Committee met in-camera from 2:25 pm to 3:26 pm to discuss the Intermunicipal Referral Process and Annexation Committee.

**7) MOTION TO RECONVENE IN-PUBLIC**

Moved by Councillor Evans

That the Inter-municipal Affairs Committee move out of in-camera.

CARRIED UNANIMOUSLY

**8) MOTIONS ARISING FROM IN-CAMERA**

Moved by Councillor MacKay

That the Inter-municipal Affairs Committee receive the Annexation Committee update as confidential information and approve the Annexation Committee's Workplan.

CARRIED UNANIMOUSLY

Moved by Councillor Joly

That the Inter-municipal Affairs Committee await the outcome of annexation to conduct detailed planning of areas subject to annexation; and that the Inter-municipal Affairs Committee rescind the intermunicipal referral process.

CARRIED 11/2

**9) STURGEON VALLEY SPECIAL STUDY AREA**

Travis Peter provided an update on the Sturgeon Valley Special Study Area initiative.

**10) ROUNDTABLE**

**11) ADJOURNMENT**

Moved by Councillor Bokenfohr

That the meeting be adjourned.

CARRIED

The meeting was adjourned at 3:59 p.m.

  
\_\_\_\_\_  
CHAIR

  
\_\_\_\_\_  
DESIGNATED OFFICER