



Joint Opportunities Task Force (JOTF) Agenda
August 27, 2014, 10:00am – 3:00pm
City of St. Albert – Douglas Cardinal Room (3rd Floor, SAP)

Invitees:

- Sturgeon County: Councillors Susan Evans (Co-Chair); Jerry Kaup; Wayne Bokenfohr
- City of St. Albert: Councillors Gilles Prefontaine (Co-Chair); Wes Brodhead; Cathy Heron
- Administrative Coordinators: Travis Peter (St. Albert); Leslie Chivers (Sturgeon County)

Agenda:

1. Welcome by Meeting Host (City of St. Albert)
2. Approval of Agenda
3. Approval of Meeting Notes from June 20, 2014 (attached)
4. Task Force Business (10:00 am – 11:00 am)

- a. Joint Memorandum of Understanding / Joint Principles (versions attached)

Recommendation: That Sturgeon County's latest proposed Memorandum of Understanding be received, that the JOTF's comments be noted, and that the Memorandum of Understanding be referred to City of St. Albert Administration for comment prior to the JOTF's next meeting.

- b. Task Force Budget

Recommendation: That Administration prepare a draft budget for the JOTF's consideration at its next meeting, based on the Committee's discussion, and that the Budget be ultimately submitted to the IAC for review and resourcing.

- c. Task Force Meeting Schedule

Recommendation: That Administration schedule future task force meetings, based on the Committee's discussion of availability calendars.

5. Presentation from Edmonton International Airport (EIA) on Villeneuve Airport (11:00am)
6. Lunch (12:00 pm)
7. Tour of the Villeneuve Airport (12:30 pm leave, 1:00 pm tour)
8. Adjournment



Meeting Notes - Joint Opportunities Task Force

August 27, 2014, 10:00am – 3:00pm

City of St. Albert – Douglas Cardinal Room (3rd Floor, SAP)

Attendees:

Sturgeon County:

Councillor Susan Evans
Councillor Jerry Kaup (absent)
Councillor Wayne Bokenfohr

City of St. Albert:

Councillor Wes Brodhead
Councillor Cathy Heron
Councillor Gilles Prefontaine

Administration:

Leslie Chivers, Senior Advisor, Inter-municipal Matters, Sturgeon County
Travis Peter, Manager, Strategic and Intergovernmental Initiatives, City of St. Albert

Call to Order

Co-Chair G. Prefontaine called the meeting to order at 3:37 p.m.

Adoption of Agenda

The Committee considered the Agenda for this meeting.

C. Heron moved *“That the agenda for August 27, 2014 be adopted”*.

CARRIED

Meeting Notes

The Committee considered the Meeting Notes from the previous meeting.

W. Brodhead moved *“That the meeting notes from June 20, 2014 be approved”*.

CARRIED

Joint Memorandum of Understanding

The Committee considered Sturgeon County’s recent proposed amendments to the St. Albert / Sturgeon County proposed MOU, and provided comments. Co-Chairs G. Prefontaine and S. Evans will also discuss the matter with each Mayor prior to the Committee’s next meeting.

C. Heron moved *“That Sturgeon County’s latest proposed Memorandum of Understanding be received, that the JOTF’s comments be noted, and that the*

Memorandum of Understanding be referred to City of St. Albert Administration for comment prior to the JOTF's next meeting.

CARRIED

Task Force Budget

The Committee discussed the budget requirement and provided direction. The budget was requested to include resources for meeting logistics, consultant services (for broad support), and site visits. Funding for specific projects would be sought from the IAC as necessary.

W. Brodhead moved "That Administration prepare a draft budget for the JOTF's consideration at its next meeting, based on the Committee's discussion, and that the Budget be ultimately submitted to the IAC for review and resourcing."

CARRIED

Task Force Meeting Schedule

The Committee reviewed the current schedule and required no amendments, and that the Chamber of Commerce would be invited to the Committee's next meeting.

Presentation from Edmonton International Airports

The Committee welcomed EIA representatives, including Traci Bedard (VP, Passenger Market Development), Steve Maybee (VP, Operations), and Steve Rumley (VP, Infrastructure) to the meeting. The EIA provided the Committee with an overview of the EIA's strategic plan and objectives for the Villeneuve Airport.

A primary topic of discussion was the need for servicing and marketing at the Villeneuve Airport, which is believed to be a driver of future economic potential. The Committee noted that this input would be included within its recommendations back to the IAC.

Lunch Recess

The Committee recessed for a brief lunch.

Villeneuve Airport Tour

The Committee toured the Villeneuve Airport with EIA officials and local operators.

Adjournment

Co-Chair G. Prefontaine declared the meeting adjourned at 3:00pm.

CO-CHAIR

ADMINISTRATOR