



2008/2009

**Mayor's Caucus – Under 2,500 Population**

Wednesday, June 10<sup>th</sup>, 2009 – 9:00 AM

**Delta Bow Valley – Calgary, Alberta**

**MINUTES**

**Registered/Present**

<b>Mayor</b>	<b>Municipality</b>
Dawson Kohl	Village of Warburg
Allan Gee	Village of Thorsby
Larry Nilsson	Village of Stirling
Elizabeth Kuz	Village of Ryley
James McTavish	Village of Rosalind
Paul Goldade	Village of Nobleford
Carmen Fedirko	Village of New Sarepta
Edward Sosnowski	Village of Myrnam
John Larson	Village of Lougheed
Donna Dolany	Village of Lougheed
Joanne Weller	Village of Linden
Annon Hovde	Village of Linden
Glenn Harke	Village of Hay Lakes
Frank Herle	Village of Galahad
Bob Coutts	Village of Forestburg
Barbara Sjoquist	Village of Edgerton
Bob Manning	Village of Delburne
Doug Nyal	Village of Clyde
Anita Gillard	Village of Clive
Kym Nichols	Village of Carmangay
Shirley D. Buyer	Village of Carbon
Walter Stefanik	Village of Big Valley
Muriel Fankhanel	Village of Alliance
Curt Peterson	Village of Alix
Tom Grant	Town of Vulcan
Dona Fluter	Town of Turner Valley
Kevin Helmer	Town of Trochu
Barry Kletke	Town of Trochu
Nabil Chehayeb	Town of Tofield
Ken Lemke	Town of Stony Plain
Theresa Sandul	Town of Spirit River



*AUMA Mayors Caucus Meeting – Municipalities Under 2,500 Population – Wednesday, June 10<sup>th</sup>, 2009  
@Delta Bow Valley – Calgary, AB*

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Karina Pillay Kinnee	Town of Slave Lake
Mel Smith	Town of Redwater
Julia King	Town of Penhold
George Jendyk	Town of Onoway
Doug McDermid	Town of Mayerthorpe
Joshua Taylor	Town of Irricana
Anita Miller	Town of Hardisty
Margaret Tardif	Town of Falher
Helen Posti	Town of Eckville
Phil McCracken	Town of Crossfield
Gus Vander Linden	Town of Coalhurst
Dennis Cassie	Town of Coalhurst
Garry DeVloo	Town of Castor
Rick Schow	Town of Cardston
Mayor Kirk Popik	Town of Calmar
Kathy Murphy	Town of Calmar
Alan Hyland	Town of Bow Island
Lin VanDusen	Town of Bon Accord
Karen Melnyk	Town of Bon Accord
Sharlene Brown	Town of Black Diamond
Ann Morrison	Summer Village of Sunset Point
Peter Pellatt	Summer Village of Sundance Beach
Debra Oakley	Summer village of Ross Haven
Larry Scheible	Summer Village of Parkland Beach
Toby Lampare	Summer Village of Norglenwold
Bill Burrell	Summer Village of Nakamun Park
Don Fleming	Summer Village of Ma-Me-O Beach
Kathy Hunter	Summer Village of Castle Island
Katherine Hunter	Summer Village of Castle Island
Chuck Dechene	Summer Village of Bonnyville Beach
Donald Lloyd	Summer Village of Argenticia Beach
Diane Auld	Summer Village Burnstick Lake

<b>CAO's</b>
Alana Healy-Newton
Carol White
Corey Brown
David Connauton
Dennis Egyedy
Dennis Litke
Elsie Howanyk
Garry Pollock
Gerrylyn Wrubleski

Gwenda Poyser
Heather Nadeau
Jeannette Zahn
Joanne Irwin
John W. Brodrick
Karen Fegan
Karen St.Martin
Kathy Murphy
Kim Hauta
Linda Allen



Lori Conkin
Mary Robley
Maureen Malaka
Michael Yakielashek
Monica Northey
Nancy Friend
Ray Hook

Scott Barton
Shelly McMann
Stan Ogrodniczuk
Tammy Stout
Theresa Fuller
Therese Kleeberger

**Attending 2008/2009 AUMA Board of Directors** (President, then alpha order)

- Mayor Lloyd Bertschi, AUMA President – Morinville
- Mayor Darren Aldous V.P. & Director, Villages West - Breton [2008/2010]
- Mayor Bob Clark, Director, Villages East - Boyle [2008/2010]
- Mayor Reg Pointe, Director, Summer Villages - S.V. Yellowstone [2007/2009]
- Mayor Bruce Rowe, Director Villages South - Beiseker [2007/2009]
- Mayor Glenn Taylor, V.P. & Director, Towns West - Hinton [2008/2010]

**Staff:**

- John McGowan – AUMA Chief Executive Officer (CEO)
- Wendy Graden – AUMA Executive Officer - HR Shared Services & Corporate
- Gary Williams – AUMA IT Manager
- Rachel Bocoock – AUMA Senior Policy Analyst (Advocacy)
- Sandy Bugeja – AUMA Senior Priorities Coordinator
- Zohreh Saher – AUMA Research Analyst
- David Johnson – AUMA Director, Client Development
- Cheri Gooz - AUMA Administrative Assistant - Shared Services
- Danielle Ferguson - AUMA Executive Assistant to Senior Director, Corporate Services
- Lorrie Law – AUMA Executive Assistant – Recording

1. **Call to Order the Mayors Caucus Meeting for Municipalities under 2,500 Population in Calgary, Alberta**  
 By AUMA President and Chairman, Mayor Lloyd Bertschi at 9:00 AM
2. **Welcome and Opening Remarks for Mayor’s Caucus**  
 By AUMA President and Chairman, Mayor Lloyd Bertschi

**Overview Items:**

- ❖ Economic Stimulus Status
- ❖ Building Canada Fund
- ❖ Treasury Update
- ❖ AUMA New Building Update
- ❖ Land Use Planning
- ❖ First Impressions Community Exchange (FICE) / Agriculture and Rural Development (AARD)
- ❖ Welcoming Inclusive Communities (WIC)
- ❖ Municipal Green Building Toolkit
- ❖ Three-year Strategic Communications Plan



- ❖ MSI Communications
- ❖ MLA Synergies
- ❖ June 24<sup>th</sup>, 2009 – AUMA/AMSC “Swing Into Summer” Golf Tournament - Wetaskiwin
- ❖ Sept '09 Mayors Caucus Meetings - Edmonton
- ❖ November 3-6 AUMA Annual Convention and AMSC Trade Show - Calgary

**3. CAO Breakout Session at 11:30 AM with John McGowan, AUMA CEO**  
Garden Patio Room, Delta Bow Valley

**4. Adoption of Agenda**  
**0906 – SMC001 - ROWE**

THAT the Wednesday, June 10<sup>th</sup>, 2009 Agenda for Mayors Caucus - Municipalities under 2,500, and additions, be received and adopted.

**CARRIED**

**5. Adoption of Minutes**

**Mayors Caucus Minutes - Under 2500 Population - February 4<sup>th</sup>, 2009**  
**0906 – SMC002 - POINTE**

THAT the Mayors Caucus adopts the Minutes of the February 4<sup>th</sup>, 2009 Meeting for Municipalities under 2,500, as presented.

**CARRIED**

**6. AUMA Action Items**

**Future of Local Governance**

Presentation - By AUMA Director, Mayor Bob Clark – 9:32 AM – 10:30 AM

**Clikapad Questions Mayors Caucuses – Future of Local Governance – June '09**

1. Do you agree with the following Vision for the Future of Local Governance in Alberta?  
Alberta municipal governments will integrate, deliver, and advance: democratic governance, environmental stewardship, cultural vibrancy, economic and financial security, and social inclusiveness to ensure sustainable Alberta communities.
  1. Yes – 76%
  2. No – 0%
  3. Almost, but could use a bit of re-tooling – 24%
2. We will be placing each of the proposed “core values” for the Future of Local Governance on the screen. Please vote yes if you agree with it as a core value, and no if you do not agree.
  - Alberta municipal governments are an autonomous order of government, and are responsible and accountable for governing their communities.  
**Yes 98% / No – 2%**
  - In order to achieve sustainability, Alberta municipal governments must have or be in the process of developing the capacity required for self-determination.  
**Yes 95% / No – 5%**



- Sustainable and adequate revenue sources for municipal governments will allow municipal governments to achieve their vision for sustainability.  
**Yes 98% / No – 2%**
  - When suggestions are made to change municipal governance structures in Alberta, it is the citizens who must become educated about proposed changes, and decide upon the changes.  
**Yes 84% / No – 16%**
  - Definitions of urban or rural types of government are not relevant to enhancing the sustainability of Alberta’s municipal governance system.  
**Yes 56% / No – 44%**
  - There is no single governance model that Alberta municipal governments should be forced to adopt. It is more important for municipal governments to evaluate their sustainability as a government. If change is required, the municipal government and its citizens can choose to bolster their capacity and become sustainable, or move towards a different model.  
**Yes 87% / No – 13%**
3. We will be placing each of the proposed “recommendations to AUMA” that are contained in the Future of Local Governance Draft Policy Paper on the screen. Please vote yes if you agree with the recommendation, and no if you disagree.
- Develop a Future of Local Governance “package of legislative amendments” to be used to advocate legislative change to the Government of Alberta.  
**Yes 89% / No – 11%**
  - Develop a Municipal Governance Toolkit that would assist municipal governments as follows:
    1. assessing their sustainability,
    2. measuring their performance,
    3. linking Municipal Sustainability Planning to action and performance, and
    4. transitioning to a new governance model if the municipal government and citizens choose to do so  
*(with a note, that one-size, does not fit all)***Yes 91% / No – 9%**
  - Support Alberta municipal governments in using the Municipal Governance Toolkit and other municipal capacity-building Toolkits.  
**Yes 95% / No – 5%**
  - Support the development of an Elected Officials Education Program (EOEP) one-day course for elected officials on the Municipal Governance Toolkit.  
**Yes 98% / No – 2%**
  - Invite AAMDC to participate in the participation of the Municipal Governance Toolkit.  
**Yes 93% / No – 7%**
4. We will be placing each of the proposed “recommendations to the Government of Alberta” that are contained in the Future of Local Governance Draft Policy Paper on the screen. Please vote yes if you agree with the recommendation, and no if you disagree.



- Support the vision, core values, and governance sustainability statements outlined in the AUMA Policy Paper on the Future of Local Governance.  
**Yes 93% / No – 7%**
- Immediately set up a series of meetings that provide an opportunity for municipal governments to have input into the Province’s definition/framework of sustainable municipal governments.  
**Yes 89% / No – 11%**
- Support AUMA by working with the Association on a Municipal Governance Toolkit that would assist municipal governments as follows:
  - assessing their sustainability,
  - measuring their performance, and
  - transitioning to a new governance model if the municipal government and citizens choose to do so.**Yes 87% / No – 13%**
- Work with the Associations to review incentive programs, and build a “made-in-Alberta” incentive solution that would encourage municipal governments to change if their sustainability assessment showed that they should restructure/change.  
**Yes 82% / No – 18%**
- Provide incentives for restructuring municipalities through a program that is permanent and announced in the Provincial Budget.  
**Yes 84% / No – 16%**
- Enact a new Provincial-Municipal Partnership Agreement that is outcome-based and provides annual and adequate transfers to municipalities (as per AUMA’s Convention-adopted 2008 Policy Paper: Provincial/Municipal Sustainability Partnership Agreement).  
**Yes 93% / No – 7%**
- Amend the MGA to remove the distinction between rural and urban municipalities.  
**Yes 54% / No – 46%**

**RFD - Future of Local Governance – Draft Convention 2009 Policy Paper**  
**0906 – SMC003 - CLARK**

THAT the Mayors Caucus receive the draft Convention Policy Paper on the Future of Local Governance; and

The feedback be filed and reviewed by the AUMA Board.

**CARRIED**

**Refreshment Break – 10:30 AM – 10:45 AM**

**Mayor Bruce Rowe – Acting Chair - 10:45 AM – 11:21 AM**



**Water Conservation, Efficiency and Productivity Planning**

Presentation – By AUMA Director, Mayor Bruce Rowe – 10:45 AM – 11:21 AM

**Clikapad Questions Mayors Caucuses – Water Conservation & Efficiency - June '09**

Do you agree or disagree:

1. That short-term target one is a reasonable target for AUMA members?  
Short-term target one: All urban municipalities with water systems in place will report water use data through Alberta Environment's electronic Water Use Reporting System (WURS) by 2010.  
**Agree 93% / Disagree – 7%**
2. That your community will work towards achieving short-term target one:  
All urban municipalities with water systems in place will report water use data through Alberta Environment's electronic Water Use Reporting System (WURS) by 2010.  
**Agree 98% / Disagree – 2%**
3. That short-term target two is a reasonable target for AUMA members?  
Short-term target two: Urban municipalities will develop Conservation, Efficiency, and Productivity Plans by Dec 31, 2011, according to the following participation rates:
  - 100% of municipalities with populations greater than 10,000
  - 75% of municipalities with populations between 2500 and 10,000
  - 50% of municipalities with populations under 2500**Agree 90% / Disagree – 10%**
4. That your community will work towards achieving short-term target two:  
Urban municipalities will develop Conservation, Efficiency, and Productivity Plans by Dec 31, 2011, according to the following participation rates:
  - 100% of municipalities with populations greater than 10,000
  - 75% of municipalities with populations between 2500 and 10,000
  - 50% of municipalities with populations under 2500**Agree 90% / Disagree – 10%**
5. That short-term target three is a reasonable target for AUMA members?  
Short-term target three: Urban municipalities will estimate their Infrastructure Leakage Index (ILI) and identify ways to reduce leaks by Dec 31, 2011 according to the following distribution:
  - 100% of municipalities with populations greater than 10,000
  - 75% of municipalities with populations between 2500 and 10,000
  - 50% of municipalities with populations under 2500**Agree 89% / Disagree – 11%**
6. That your community will work towards achieving short-term target three:  
Urban municipalities will estimate their Infrastructure Leakage Index (ILI) and identify ways to reduce leaks by Dec 31, 2011 according to the following distribution:
  - 100% of municipalities with populations greater than 10,000
  - 75% of municipalities with populations between 2500 and 10,000
  - 50% of municipalities with populations under 2500**Agree 90% / Disagree – 10%**



7. That short-term target four is a reasonable target for AUMA members?  
**Short-term target four:** Urban municipalities will implement incentives and/or disincentives of their own choosing to increase the uptake of water efficient fixtures and technologies by December 2011. Different programs may apply to new and existing developments.
- 100% of municipalities with populations greater than 10,000
  - 75% of municipalities with populations between 2500 and 10,000
  - 50% of municipalities with populations under 2500
- Agree 83% / Disagree – 17%**
8. That your community will work towards achieving short-term target four  
Urban municipalities will implement incentives and/or disincentives of their own choosing to increase the uptake of water efficient fixtures and technologies by December 2011. Different programs may apply to new and existing developments.
- 100% of municipalities with populations greater than 10,000
  - 75% of municipalities with populations between 2500 and 10,000
  - 50% of municipalities with populations under 2500
- Agree 87% / Disagree – 13%**

**RFD – Draft Water Conservation, Efficiency, and Productivity Plan**  
**0906 – SMC004 - ROWE**

THAT the Mayors Caucus receive the draft Water Conservation, Efficiency and Productivity Plan; and

The feedback be filed and reviewed by the AUMA Board.

**CARRIED**

**Regular Membership Definition – Objects/Bylaw Changes**

Presentation – By AUMA Director, Mayor Darren Aldous – 11:21 AM – 11:34 AM

**Clikapad Questions Mayors Caucuses – Regular Membership – June ‘09**

Support amendments to the Objects of the Association.

**Yes 93% / No – 7%**

Support amendments to the Bylaws of the Association.

**Yes 91% / No – 9%**

**RFD – Regular Membership Definition – Draft Objects/Bylaw Changes**  
**0906 – SMC005 - ALDOUS**

THAT the Mayors Caucus receive Special Resolution #1 - Revising the Objects of the Association and Special Resolution #2 – Revising the Bylaws of the Association; and

The feedback be filed and reviewed by the AUMA Board.

**CARRIED**

**Lunch 11:34 AM – 12:24 PM**



**CAO Session starting at 11:30 AM with John McGowan in the Garden Patio Room**

**7. Presentations:**

**Municipal Sustainability Planning (MSP) - Town of Taber**

Presented by Tanya Spronger – Sustainability Coordinator 12:24 PM – 12:47 PM

**Infrastructure**

Presented by Mayor Bob Clark – 12:48 PM – 1:07 PM

**Small Communities Standing Committee**

Presented by Rachel Bocock, Senior Policy Analyst & Mayor Bruce Rowe -1:08 PM – 1:14 PM

**8. Action Status of Previous Municipal Mayor RFD's**

Presented by John McGowan, AUMA CEO – 1:55 PM – 1:58 PM

**RFD - Previous Motions of Mayors Caucuses**

**0906 – SMC006 - TAYLOR**

THAT the Mayors Caucus receives the report on the RFD passed at the February Mayors Caucus meetings:

**a) RFD - Municipal Viability – Summer Village Itaska Beach**

AUMA has contacted the Association of Summer Villages of Alberta, but the meeting has not yet occurred.

**b) RFD-Changes in Building Codes - Affect on Small Communities - Town of Sexsmith**

The 2006 Alberta Building Code has been amended to include recent changes recommended by the High Intensity Residential Fire task group. AUMA was a participant in that review process.

One Code issue in particular dealt with a fire response time of 10 minutes. While the issue of fire response within 10 minutes is not new to the Building Code, how to identify what makes up the 10 minute response needed clarification.

The provision is as follows:

2006 Alberta Building Code 9.10.14.3. Limiting Distance where Firefighting Facilities are Inadequate

9.10.14.3. (1) Except for the purpose of applying Sentences 9.10.14.4.(2), (8) and (9) and Sentence 9.10.14.5.(8), a limiting distance equal to half the actual limiting distance shall be used as input to the requirements of this Subsection, where

a) the time from the receipt of notification of a fire by the fire department until the first fire department vehicle capable of beginning suppression activities arrives at the building is greater than 10 minutes in not less than 10% of all calls to the building, and

b) any storey in the building is not sprinklered.



This excerpt from the Building Code is stating that where there is not a 10 minute response time from the fire department, then the building inspector reviewing the plans prior to permit issuance must use 1/2 the actual limiting distance for calculation purposes. For example, take a house being built in a small village with a volunteer fire department. The contractor shows a house with 4 foot side yards to the property line. The building inspector in viewing the plans would use say the building must have non-combustible cladding and no unprotected window openings allowed on the sidewalls.

The contractor could avoid the requirement for non-combustible cladding by increasing the limiting distance from 4 to 8 feet. But no one is requiring that the contractor must have the house further from the property line. The requirement only deals with fire rated construction and the amount of window openings allowed. While there is a slight increase in construction protection, that is due to the extra time it takes to getting fire fighting services on site.

**c) RFD- Municipal Incentives for Attracting Doctors - Town of Sexsmith**

At its 2006 Convention, AUMA passed the following Resolution:

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association advocate that the Province must accept recruitment, attraction, incentives and retention of Rural health professionals in Rural Alberta into their order of government and policy and eliminate that burden from Rural Municipalities and their tax revenue so that it can be better utilized towards sustainability and local government policy and that the Province be encouraged to be creative and think out of the box to develop ways and means to reward and compensate Rural health professionals so that they desire to practice and stay in Rural Alberta.

The Province's lengthy response outlining its efforts in this regard was accepted by AUMA.

**d) RFD - AMSC/Nexen Service Fee for Streetlights – Town of Drumheller**

AUMA brought the concern to the Settlement System Code Working Group facilitated by the Alberta Utilities Commission (AUC). The AUC subsequently formed a subcommittee consisting of representation from the AUMA and Industry to review the concern in more detail. As a result, the AUC has decided that this streetlight matter will be corrected following an approach similar to what other distribution companies' use. The AUC has engaged PWC to manage the implementation of this initiative which will be handled in the form of a "project", as it will impact all industry participants.

**CARRIED**

**9. Mayor's Action Items – New RFD's**

**RFD - Rural Urban Culture and Recreation Funding-Village of Forestburg**

**0906 – SMC007 – COUTTS (Mayor, Village of Forestburg)**

THAT the Mayors Caucus receive the Rural/ Urban Culture & Recreation Funding presentation;  
and



Have the AUMA Board request that Rural Municipalities contribute a proportionate share of funding for cultural and recreational facilities in Urban Municipalities.

**CARRIED**

### **Assessment Overview**

Presented by Mayor Glenn Taylor – 1:14 PM – 1:55 PM

#### **Clikapad Questions Mayors Caucuses – Assessment – June '09**

1. Both assessment exemptions/incentives and tax exemptions/incentives should be transparent to all taxpayers so that the amount of the benefits to whom they are given can be seen?  
**Agree 93% / Disagree – 7%**
2. Farm assessment practices should be updated, even if it means potentially higher assessments?  
**Agree 86% / Disagree – 14%**
3. Linear property assessment and machinery and equipment assessment should be based on current formulas and definitions?  
**Agree 88% / Disagree – 12%**
4. Any tax and/or assessment exemptions and incentives should be examined to ensure they are effective, equitable to all taxpayers, and still necessary?  
**Agree 100% / Disagree – 0%**
5. The number of assessment classes should be broadened to allow municipalities more flexibility?  
**Agree 71% / Disagree – 29%**
6. AUMA should examine possible alternate assessment services delivery mechanisms?  
**Agree 93% / Disagree – 7%**

#### **RFD – Assessment Review-Issues Identification**

0906 – SMC008 - ROWE

THAT the Mayors Caucus receive the AUMA draft paper on Assessment Review-Issues Identification; and

The feedback be filed and reviewed by the AUMA Board.

**CARRIED**

#### **Municipal Revenue Sources Presentation**

Presented by Mayor Reg Pointe

#### **Clikapad Questions Mayors Caucuses – Municipal Revenue Sources - June '09**

1. Municipalities need new revenue sources in order to remain sustainable?  
**Yes 81% / No – 19%**
2. The use of any new revenue sources should be a mix of sharing provincial revenues and development of new revenue sources within the municipality?  
**Yes 61% / No – 39%**



3. Where provincial revenues are shared, municipalities should also be prepared to share less when the provincial revenues drop?  
**Yes 74% / No –26%**
4. New revenue authority should come with the introduction of municipal performance measures?  
**Yes 54% / No –46%**

**RFD - New Municipal Revenue Sources**

**0906 – SMC009 - POINTE**

THAT the Mayors Caucus receive the AUMA presentation on New Municipal Revenue Sources; and

The feedback be filed and reviewed by the AUMA Board.

**CARRIED**

**Bill 203- Local Authorities Election (Finance and Contribution Disclosure) Amendment**

**Act, 2009 – Motion 1 of 2**

**0906 – SMC010 - ROWE**

THAT the Mayors Caucus request the AUMA Board to support the position of the City of Red Deer on Bill 203-Local Authorities Election (Finance and Contribution Disclosure) Amendment Act, 2009.

**CARRIED**

**Bill 203 – Local Authorities Election (Finance and Contribution Disclosure) Amendment**

**Act, 2009 – Motion 2 of 2**

**0906 – SMC011 - ALDOUS**

THAT the Mayors Caucus recommends that the AUMA Board send a letter to Government impressing the importance of involving all the necessary stakeholders in the Provincial legislative initiatives.

**CARRIED**

**Discussion: - Bill 36 – Onoway**

**Wrap up and Closing Comments**

By AUMA President and Chairman, Mayor Lloyd Bertschi

**Closing Questions**

The Mayors through a show of hands found:

- 1) That the Mayors Caucus Session of value
- 2) That the AUMA Board is providing the right leadership in the initiatives
- 3) That AUMA should proceed with the September 2009 Mayors Caucus Sessions (Sept 2/3/4).



- 10. Adjournment at 3:05 PM.**  
Thank you for attending today.

A handwritten signature in black ink, appearing to read 'John McGowan', is written over a horizontal line. The signature is stylized and cursive.

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**Secretariat Coordinator**  
**John McGowan, CEO**  
June 10<sup>th</sup>, 2009