

Local Government Administrators' Association  
Zone 6 Meeting  
June 15, 2007 – Town of Beaumont

Present:

Catherine Dunn	Jordan	Pat Vincent
Louise Frostad	Eileen Simmers	Christine Pankratz
Susan Evans	Dennis Evans	Martin Taylor
Carol Revega	Darryl Joyce – 2 <sup>nd</sup> V.P.	Brad Watson
Jody D	Milad	Ryan Bard
Shelly Rausch	Christina Cernucan	

Guests:

J. Michael Clulow, P. Eng – Ministry of Infrastructure and Transportation  
Michael Merritt, Executive Director, Municipal Advisory Services, Municipal Affairs

The meeting was called to order at 9:00 a.m.

Catherine Dunn welcomed those in attendance and had those present introduce themselves.

Mayor Camile Berube from the Town of Beaumont brought greetings from the Town.

Infrastructure & Transportation:

J. Michael Clulow from the Department of Infrastructure and Transportation made a presentation the Internet Application and Reporting project that is being developed. The Municipal Grants Management Application will be a project and grant information repository. This web-enabled grant application tool will reduce the repetitious entries in grant application forms. It will also be a web enabled expenditure reporting tool. For Infrastructure and Transportation ministry this will be a funding planning tool and a base for grant performance measures.

There will be a harmonization of the various application and reporting processes across various grant programs.

It is hoped that the program will save time and reduce errors in grant applications and processing. It will speed up the processing of grants and provide avenues for faster and better communication between the municipalities and the department. It will be accessible on-line via the internet and so will be available 24-7.

The plan has the program being fully operational by November of 2007. Acceptance-testing will be done by at least 3 municipalities with the staff resources to be able to give it a thorough review.

Suggestions were made by those present for modifications that they would find helpful. As an example, it was requested to also be able to select the applications by grant in addition to the options given already. It was also noted that this application needs to be feasible for municipalities who are still on dial-up internet rather than high speed.

Refreshment Break – During the refreshment break door prizes were drawn for. The items were donated by the Town of Beaumont.

Municipal Affairs:

Michael Merritt, Executive Director of Municipal Advisory Services provided information on a number of initiatives of the ministry.

Municipal Sustainability Initiative – the capital portion will closely match the Alberta Municipal Infrastructure Program. The plan is for a streamlined application and reporting process. For the cooperative portion there is need for a reasonable consultation but not necessarily joint projects. Municipalities have up to two years to apply for project approval for this year's funds and up to five years to report on the expenditures. There will be allowance for use of municipal forces to do the work if it can be shown to be more cost effective. Also, these funds may be stacked with other grants if the other grant programs allow for this. The regulations are being developed and what is being presented will be for 2007/08 only. The regulations will be revisited for 2008/09 based on feed back received from municipalities. The Minister will be consulting with AUMA and AAMD&C. The guidelines will hopefully be out by the end of June. Any questions or comments regarding the program should be forwarded to Mike Merritt. The trust agreements are being drafted and will be sent to municipalities for execution. When returned the funds for the first year will be forwarded to the municipalities – hopefully in August.

Minister's Council on Sustainability – the \$400,000 funds were announced in the budget. The newest announcement by the Minister related to the Capital Regional Growth Strategy. 24 municipalities in the capital region will be involved. The model is to be developed for January 2008. No date has been set for the first meeting.

Tangible Capital Assets – the website has information and will have a toolkit for helping to work through the process. A replacement cost manual is being prepared by engineers to help determine the values for roads and underground utilities. The information is at [www.menet.ab.ca/tca](http://www.menet.ab.ca/tca). Darryl Joyce noted that Norm McInnis, who has been sitting on the committee representing LGAA, would like to step down if there was someone else interested in participating in the committee. Louise Frostad from Stony Plain expressed interest in this committee.

Municipal Sponsorship Program – there will be a slight increase in the funding available in 2007/08. The total program has increased to \$142 Million. The guidelines should be out in July and will be similar to last year's.

Bill 26 – Municipal Amendment Act – this was passed on June 12<sup>th</sup>. Two sections of particular interest are amendments to Section 322 which deals with assessment and Section 534. The amendment to 534 limits the liability to a municipality with regard to roadwork claims.

Internship – this year there are 15 interns in the Municipal Administration line, an additional three who are in a second year (Wetaskawin/Athabasca/Legal) and 7 who are planning interns. The planning internship is a two year program. Those who are interested in having interns for 2008 can apply in July. There is consideration of adding an internship for assessor and an internship for financial officers. Additionally, the manual used for development of interns will now be developed into a manual for employee development that will be available to municipalities.

#### LGAA Update

Darryl Joyce, 2<sup>nd</sup> Vice President for the LGAA updated members on various items.

**Workshops** – the workshop in May was cancelled due to lack of registrants. Darryl requested ideas for workshops that people would be interested in taking.

**2008 Conference** – the theme will be “Challenges of Prosperity”. The conference committee will again meet via conference call and will be looking for people to undertake specific tasks.

Catherine Dunn noted that 2008 will be the year for Zone 6 to do displays at the Conference as well as prepare a bit of entertainment for the Thursday evening banquet. Ideas will be welcomed!

The Bylaw and Legislative Committee still needs a member-at-large. Volunteers stepped forward and gave their names to Darryl. Thank you to all who are prepared to step up and undertake these volunteer roles.

There is still a \$500.00 scholarship available. Applications can be downloaded from the website and submitted.

#### Round Table

Martin Taylor had raised the issue of encouraging LGAA and AARMA to consider becoming one larger association so as to provide better networking opportunities and better caliber conferences. Past Presidents Pat Vincent and Brad Watson both noted that during their terms the LGAA had raised the issue for discussion. However, AARMA was established by and is a part of the AAMD&C and therefore can not consider this.

#### Door Prizes and Lunch

Again Pat Vincent drew names for additional door prizes, donated by the Town of Beaumont. He then gave directions to drive to the Colonial Golf Club where a delicious lunch was provided by the Town.

**NEXT MEETING:** Stony Plain offered to host the next meeting. This is tentatively scheduled for early November (post election/pre AUMA). Pending confirmation of availability – November 2, 2007.