

Minutes of an Agenda & Priorities Committee of Council, Clearwater County, Province of Alberta, held June 19, 2017, in the Clearwater County Council Chambers in Rocky Mountain House.

CALL TO ORDER: The Meeting was called to order at 9:00 A.M. by Reeve Alexander with the following being present:

Reeve:	Patrick Alexander
Councillors:	John Vandermeer
	Theresa Laing
	Curt Maki
	Kyle Greenwood
	Earl Graham

Staff:	
Chief Administrative Officer	Ron Leaf
Recording Secretary	Tracy Haight
Director, Public Works	Marshall Morton
Director, Corporate Services	Rodney Boyko
Director, Planning	Rick Emmons
Director, Ag Services & Landcare	Matt Martinson
Director, Community Protective Services	Ted Hickey
Manager, Infrastructure	Erik Hansen
Manager, Operations	Kurt Magnus
Manager, Finance	Rhonda Serhan
Manager, Intergovernmental & Legislative Services	Christine Heggart
Community Relations Coordinator	Jerry Pratt

AGENDA:

C. Maki motioned that the Committee adopts the Agenda & Priorities (A&P) Committee of Council June 19, 2017, agenda as circulated.

CARRIED

CONFIRMATION OF MINUTES:

K. Greenwood motioned that the Committee adopts the April 18, 2017, A&P Committee Meeting Minutes as circulated.

CARRIED

MUNICIPAL: 1. Preliminary Financial Policy

R. Boyko presented a Power Point 'Setting the Stage – setting your successors up for success' that outlined the proposed process for undertaking a preliminary review of Council's financial strategies and policies, as recommended by the Committee at the last A&P meeting.

He explained the intent of today's discussion is to: review municipal trends, issues, and concepts that may impact Council's future decisions and administrative workload; 'set the stage' for councillors initial orientation after

the municipal election; identify future financial challenges and opportunities for the County; outline connections between Council's Strategic Plan, Budget and the organization's performance measures; and, determine future discussions.

Councillor Jim Duncan joined the meeting at 9:02 am.

Discussion took place and the following points were noted:

- Establishing reserves and considering tax rate adjustments are part of long term financial planning so that future councils have opportunity for success despite anticipated decreases in linear assessments and increased service costs.
- Anticipating changes to demographics, i.e. an increase in the senior population, allows future councils to plan and prepare for the impact on services and development.
- Balancing non-residential/residential revenues with development and municipal services is required to avoid a decline in rate payers' quality of life.
- Establishing and maintaining intermunicipal relationships requires political leadership to determine fair administrative compensation between municipalities for regional initiatives.
- Identifying organizational capacity issues and the impact of anticipated legislative changes is a key step to ensure municipal and regional service levels are provided without risk to employee health and safety.
- Preparing for changes to societal trends, i.e. an increase in neighbor conflicts, appeal and enforcement issues, cyber security threats; and, a decrease in community volunteerism and affordable housing will require additional resources and funding over the next 10 to 15 years.

RECESS: The meeting recessed for lunch at 11:55 am.

CALL TO ORDER: The meeting was called to order at 12:40 pm.

R. Boyko listed a number of current County plans, policies and guidelines that reflect Council's strategic priorities and guides Administration in the preparation of budgets and capital work plans for the County. He asked if these plans accurately reflect Council's priorities.

Discussion took place on how Council's priorities may change, dependent on comments received from electors during campaigning and election results, which may impact capital work plans, current projects and service levels. If priorities change, adjustments to budgets and work plans are required prior to budget approval, tentatively scheduled for December 19, 2017.

R. Leaf recommended scheduling a workshop following the election, and using today's presentation to orientate Council on the strategic planning process to determine Council's direction. Further strategic planning sessions are planned for January/February 2018.

Discussion took place on matters requiring future discussion to determine strategies and priorities for:

- attracting and encouraging economic and population growth;
- recouping administrative costs for intermunicipal services and services provided to other organizations;
- covering increased costs from provincial downloading;
- covering increased requisition amounts from Parkland Regional Library and Westview Senior Housing Council.
- investing in and developing tourism;

- reviewing organizational capacity;
- reviewing policy for funding community and non-profit organizations;
and,
- forecasting community health, safety, education and housing needs;

K. Greenwood motioned that the Committee recommends Council consider including the 'Setting the Stage – setting your successors up for success' presentation as part of the fall Council Orientation process.

CARRIED

2. September Agenda & Priorities Committee Meeting

Discussion took place on rescheduling the September 18 A&P Committee Meeting as it is the same day as Nomination Day for the upcoming municipal election.

C. Maki motioned that the Committee recommends Council considers cancelling the September 18 A&P Council Committee Meeting.

CARRIED

INFORMATION ITEMS – 2017 STRATEGIC PRIORITIES DEPARTMENTAL WORKPLANS:

The Committee reviewed the 2017 Strategic Priorities workplans for each department and Administration reported on progress made to date on various projects.

ADJOURNMENT: C. Maki motioned to adjourn the meeting at 2:04 pm.

REEVE

INTERIM CHIEF ADMINISTRATIVE OFFICER