

MINUTES OF THE SPECIAL COUNCIL MEETING OF BRAZEAU COUNTY, HELD IN THE COUNTY ADMINISTRATION BUILDING, COUNCIL CHAMBERS IN BRAZEAU COUNTY ON THURSDAY, 2014 11 13

CALL TO ORDER

Acting Reeve S. Mahan called the meeting to order at 11:11 am.

PRESENT

S. Mahan, Acting Reeve
K. Westerlund, Councillor
A. Heinrich, Councillor
R. Moir, Councillor
M. Thompson, Councillor
M. Gressler, Councillor
M. Schoeninger, Chief Administrative Officer
K. Robinson, Executive Assistant

Alberta Community Partnership Grant

Council reviewed the correspondence from the Town of Drayton Valley requesting support for the Clean Energy Technology Centre (CETC).

1506/14 Moved by M. Thompson that Administration request clarification from the Town of Drayton Valley whether the letter of request for support was endorsed by a resolution by the Town of Dayton Valley Council.

IN FAVOUR: M. Gressler
S. Mahan
R. Moir
K. Westerlund
M. Thompson

OPPOSED: A. Heinrich

CARRIED

1507/14 Moved by M. Gressler that the special Council meeting of November 13, 2014 recess at 11:33 am.

IN FAVOUR: M. Gressler
S. Mahan
R. Moir
K. Westerlund
M. Thompson

OPPOSED: A. Heinrich

CARRIED

The meeting resumed at 11:39 am.

1508/14 Moved by M. Gressler to forward a letter of support for the Town of Drayton Valley application for the Alberta Community Partnership Grant for the Clean Energy Technology Centre (CETC).

IN FAVOUR: M. Gressler
S. Mahan
R. Moir
K. Westerlund
M. Thompson

OPPOSED: A. Heinrich

CARRIED

ADJOURNMENT **1509/14** Moved by K. Westerlund that the special Council meeting of November 13, 2014 adjourn at 11:40 am.



Acting Reeve



Chief Administrative Officer



WAIVER OF NOTICE OF A SPECIAL MEETING OF COUNCIL

Pursuant to Section 194(4) of the Municipal Government Act, a special council meeting may be held with less than 24 hours' notice to all councilors and without notice to the public if at least 2/3 of the whole council agrees to this in writing before the beginning of the meeting.

We, the undersigned members of the Council for Brazeau County, hereby waive notice of a special meeting of the Council to be held November 13, 2014 at Brazeau County, County Administration Building, Council Chambers at 11:00 am for the purpose of discussing the following: 10

- (1) Request for support Clean Energy Technology Centre – Alberta Community Partnership Grant

NAME  DATE November 13/14

Shirley Mahan

NAME  DATE November 13/14

Rita Moir

NAME  DATE Nov. 13th 2014.

Marc Gressler

NAME  DATE Nov. 13/14

Kara Westerlund

NAME  DATE Nov 13/14

Anthony Heinrich

NAME  DATE Nov 13/14

Maryann Thompson



November 12, 2014

Shirley Mahan, Acting Reeve
Brazeau County
Box 77
Drayton Valley AB T7A 1R1

Dear Brazeau County Reeve and Council

RE: Request for support – Alberta Community Partnership Grant

As you may be aware, Advanced Education has tasked Norquest College with providing rural education for our area. It appears that most of this funding is being funneled into a new Edmonton Campus to provide programming for students from rural Alberta. The Town of Drayton Valley is working to address this concern of inequitable distribution and we would encourage Brazeau County to voice concerns regarding the funding as well. Our conversations regarding funding for rural education are focused on a transition to allow students an opportunity to receive their training locally and closer to home at the Clean Energy Technology Centre (CETC).

As you know the Town has partnered with the Provincial Government to build the CETC building. The next stage is to raise operating funds that are required until agreements with Norquest College and Industry partners are in place. We have recently become aware of a Community Partnership Grant under the Municipal Sustainability Initiative that will help the CETC raise the interim operating funds. However, one requirement is the application must be a joint venture between two municipalities. As the CETC's goals align with several priorities outlined by Brazeau County in its Economic Development Strategic Plan, Appendix B, the Town of Drayton Valley is requesting Brazeau County pass a resolution of council supporting participation in the CETC project and provide a letter of support. This will be used for the purpose of applying for grant funding for the CETC via a letter of support and motion of Council.

The strategic priorities that are most in line with the business plan of the CETC and the County's Economic Development Strategic Plan, Appendix B are as follows:

"Strategic Priority #1, Local Business and Entrepreneurship Support Services

1. *Establish a formal relationship with Norquest College and the Community Futures Capital Region to develop a local service delivery framework for delivering needed business planning and support services in the areas identified as most in demand by businesses."*

"Strategic Priority #2, Industry Specific Labour Demands

3. *Establish relationships with educational institutes across Canada that provides foundational, up-skilling, and professional development for key sectors, to effectively promote local opportunities directly to students through career planning offices.*

Leverage existing relationships with Norquest College in order to facilitate this activity and gain access to the college network nationally."

Ms. Shirley Mahan, Acting Reeve

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“Strategic Priority #3, Labour Supply Access and Skills Alignment

2. *Develop a Soft Skills Workforce Education Program that employs a multi-faceted approach that includes both an In-class and Work Integrated learning environment where a wide range of teaching methodologies and innovative assessment tools are applied.*
3. *Create a multi-pronged approach to skills upgrading and training that employs traditional, as well as web-based formats for providing affordable, industry specific customized training and certification education to area employers and their workforce that can be delivered in-house or remotely.*
4. *Increase awareness among industry/companies of existing skills and workforce development programming through educational institutions and partners that meet particular needs.”*

The CETC can help Brazeau County achieve their Strategic Priorities. We already have Memorandums of Understanding in place with educational institutions such as Norquest College, NAIT, and the University of Alberta and are currently drafting a partnership agreement with Norquest College. This partnership, not only with Norquest College but between our municipalities, will ensure that education stays and grows in our community. As Brazeau County's Economic Development Sustainability Plan indicates, how can we have sustainability, if we do not grow our own employees and keep talent here?

In order to proceed with the grant application we request Brazeau County Council to pass a resolution in support of our CETC Project. The Grant Funding streams for 2015/16 and 2016/17 will require matching funds; however the 2014/15 grant run does not. The 2015/16 and 2016/17 matching funds will be provided by the Town in the corresponding years as a result the Town will budget accordingly through their annual budgetary process. We confirm that your participation in no way commits Brazeau County to any funding commitments as the Town will be the managing partner of the grant; nor does it commit Brazeau County to provide any future cooperation in the CETC. It also does not prohibit Brazeau County from applying and receiving funds for other projects under this grant. It would be appreciated if you could discuss this request amongst your Council as soon as possible due to the time constraints on the application.

Should you have any questions or representation on this matter is needed during your discussion please contact me at 780.514.5568. I look forward to hearing from you.

Sincerely

Glenh McLean, B.A., J.D.
Mayor

/rb

Cc: Brazeau County Council
Marco Schoeninger, CAO, Brazeau County

	2015/16
ACP Grant – No-cost-share	\$100,000
ACP Grant – Cost-share	\$150,000
Municipal Cash Contribution	\$150,000
Total Project Cost	\$400,000

c) Multi-year Funding

Municipalities may apply for multi-year funding for an individual project up to three years in duration, without having to re-apply each year. The application must include estimated budgets for subsequent years' funding, which must include the cost-share component in the calculations. Municipalities will be required to submit annual reporting to confirm the project is on track before subsequent years of funding are approved. Payments for multi-year funded projects will be made on an annual basis.

Since a cost-share component will be introduced in the 2015/16 program year, requests for multi-year funding will need to include the cost-share commitment.

Multi-year Funding Example

Three municipalities are partnering to apply for funding over three years to design and construct a regional recreation centre with a total project cost of \$1,550,000. In year one, they will apply their grant funds towards the facility design. In years two and three they will apply their grant funds towards two distinct phased construction projects. In order to receive the maximum grant amount available in years two and three, the municipalities will have to contribute \$250,000 in 2015/16 and 2016/17.

	2014/15*	2015/16	2016/17	Total
ACP Grant – No Cost-share	\$350,000	\$100,000	\$100,000	\$550,000
ACP grant – Cost-share	-	\$250,000	\$250,000	\$500,000
Municipal Cash Contribution	-	\$250,000	\$250,000	\$500,000
Total Project Cost	\$350,000	\$600,000	\$600,000	\$1,550,000

*No cost-share requirement in 2014/15

9. Payment of Funds

ACP funding will be paid following legislative approval of the provincial budget.

Payment of IC funding for single payment or the first payment of a multi-year project is conditional on a CGA being duly executed.

Payment of second and third year multi-year grant payments are subject to the grant recipient reporting that the previous years' funding has been significantly expended for the intended use.

Payment of multi-year funding is as follows:

- the 2015/16 payment is contingent on the managing partner demonstrating, through the annual reporting, that 25% of the 2014/15 funding has been expended, and an