



**COLD LAKE ECONOMIC DEVELOPMENT
ADVISORY COMMITTEE**

MEETING MINUTES OF THURSDAY, JANUARY 3, 2019
CHAMBER OF COMMERCE BOARD ROOM

PRESENT

Bernard Lefebvre, Chairperson
Councillor Vicky Lefebvre
Councillor Kirk Soroka
John Usher
Eric North
Norman Perreault
Larry Ashcroft

ALSO PRESENT

Howard Pinnock, General Manager Planning and Development,
Brad Schultz, Planner
Irene Poirier, Recording Secretary

**Community
Liaisons**

ABSENT

Vice Chairperson, Isabel Myshaniuk; Lorie Jacobsen

**CALL TO
ORDER**

B. Lefebvre called the meeting to order at 7:00 p.m.

**ADOPTION OF
THE AGENDA**

Moved by B. Lefebvre that the Agenda be amended by adding 5.1 EDAC Membership Application – Untereiner.
Moved by Councillor Lefebvre that agenda be adopted as amended.

CARRIED

**ADOPTION OF
THE MINUTES**

Moved by N. Perreault that the minutes of the November 01, 2018 Economic Development Advisory Committee meeting be adopted.

CARRIED

OLD BUSINESS

**4.1 EDAC Bylaw
amendment;
Member
Attendance via
call-in**

H. Pinnock, General Manager of Planning and Development addressed the committee regarding member attendance via call in and email voting. He read from the City of Cold Lake Procedural Bylaw #308-BD-07, Section 4.11 In Camera (7)

When, two (2) or more elected officials participate in council or committee meetings through an electronic device or other communication facilities; that meeting will be deemed to be a meeting through electronic communication or as per the Municipal Government Act.

To confirm that committee members cannot call in to participate in a meeting but elected officials of the committee may.

He pointed out that there is no accommodation for email voting.

Discussion followed and it was decided to attach the Procedural Bylaw to the minutes of this meeting for future reference of this issue. Arrangements for call in would be made and Bernard's cell phone could be used or on occasion the meeting may be held in Council Chambers.

**4.2 "Doing
Business with the
Government"**

E. North reported that he has looked into and tentatively set up an electronic meeting. He has been in contact with Dr. Lars Hallstrom, Professor and Director of the Alberta Centre for Sustainable Rural Communities at the Augustana Campus of the U of A, to do a presentation on government procurement and grants. Should he not be available, Dee Ann Bernard, a colleague of his from the ARDN, may be.
The primary date for it would be April 9th with the 10th as backup. MFRC is available for booking on those dates at no charge.

Discussion continued on the conference content and format.

B. Lefebvre would contact HUB for exposure and Councillor Lefebvre expressed she would talk to the Chamber of Commerce.

A subcommittee of members was formed with E. North, B. Lefebvre, N. Perreault, Councillor Lefebvre and Councillor Soroka, when available,
Priorities to be:

1. By the end of January, to determine a definite date between April 9th or April 10th when a speaker would be available.
2. Decide how many attendee sign-ups would be required and by what date in order to go ahead with the event. March 9th would be the date to determine if there was enough interest in the event.

Discussion followed and it was decided to request the funds from Council to cover the costs and their agreement to go ahead before making any definite commitments for speaker, presenters and lunch.

A motion was made.

MOTION

Moved by Councillor Soroka that the Economic Advisory Committee request that Council authorize Administration to release funds in the amount of \$3,500.00 from the Economic Development Initiatives budget to cover the costs of EDAC's initiative to host a conference on April 9th or 10th, for the business community on government procurements. This amount to cover the cost of the speaker, their travel expense and lunch for attendees.

CARRIED UNANIMOUSLY

NEW BUSINESS:

5.1 New Member Application - Untereiner

B. Lefebvre brought forth the application of Allison Untereiner, Executive Director with UDI Cold Lake. He expressed that there may be a conflict of interest as EDAC makes decisions in which Municipal money is directed to development.

Discussion followed and it was determined that A. Untereiner would best serve the committee as a liaison with valuable insight to the developers community.

MOTION

Moved by N. Perreault to reject Allison Untereiner's application to EDAC as a member but to request Council to appoint her as a UDI liaison for EDAC.

CARRIED UNANIMOUSLY

5.2 EDAC 2019 Meeting Calendar

B. Lefebvre noted the 2019 EDAC Meeting Calendar was ready and copies were made available. I. Poirier stated she would make necessary edits to the calendar and send out new ones via email.

5.3 Chamber Updates

There were no Chamber of Commerce updates.

5.4 RABC Updates

There were no RABC Updates.

5.5 Round table and Ideas

L. Ashcroft inquired if the City had an EDO. B. Lefebvre related the history of that position and that presently the City had no plans to have one.

Councillor Lefebvre stated that budget meetings were finished and reported that EDAC's efforts in studying the tourist aspect of Cold Lake resulted in the budget including wayfinding signage within the City.

J. Tessier gave update that the government was taking applications for the Capital Investment Tax Credit which involved a 30% tax credit for purchases of equipment and also the Student Temporary Employment Program was being initiated.



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Councillor Soroka stated there was budget consideration for Air terminal service and upgrades to the field. Companies are interested in the future Fighter Program and there are 4 aircraft companies planning to put in a bid for the future fighter program. The RFP for the future fighter is expected to be released in the fall. The future fighter program will create a lot of contract opportunities for the region and the conference on how to sell to the government is timed very well.

ADJOURNMENT Moved by J. Usher that the meeting be adjourned, at this time being 9:22 p.m.

CARRIED

NEXT MEETING February 7, 2019

**ECONOMIC DEVELOPMENT ADVISORY
COMMITTEE**


CHAIRPERSON
DESIGNATED OFFICER