

TERMS OF REFERENCE

Urban Municipalities Task Force

Task Force Mandate

The municipalities of the City of Airdrie, City of Calgary, City of Chestermere and Town of Cochrane (Urban Municipalities Task Force or 'Task Force') share common municipal interests, infrastructure and a vision for a sustainable region that is tied to the implementation of the Calgary Metropolitan Plan (CMP). The Task Force municipalities believe that both provincial and municipal interests will be served by a shared sub-regional vision based on the CMP. A clear path will be established to address concerns including reducing regional sprawl and fiscally responsible planning. The Task Force shares a common interest to protect the sustainability of our region for current and future residents. It is also recognized that current circumstances represent an impasse to achieving regional sustainability and that new approaches to managing our growth are required. The role of the Task Force is to clarify the CMP implementation issues in this sub-region and to jointly develop a set of implementation tools.

Guiding Principles

The four member municipalities of this Task Force agree to the following guiding principles

- 1) To collaborate and explore options to further implement the Calgary Metropolitan Plan by placing a strong emphasis on the importance of achieving a sustainable region for current residents and future generations. We recognize that new approaches to regional growth management may be required to achieve these goals;
- 2) To establish a recommended strategy for consideration by respective Councils and the Province of Alberta on preferred approaches to assist in the implementation of the Calgary Metropolitan Plan;
- 3) To support the Calgary Regional Partnership and facilitate information sharing. This Task Force will **not** duplicate or replace the role and function of the Calgary Regional Partnership;
- 4) To empower and direct municipal administration to gather information as required supporting the mandate of the Task Force; and
- 5) To recommend actions and strategies with final decision held by respective Councils.

Task Force Membership

The Task Force membership is comprised of two (2) elected representatives from each of the four (4) member municipalities which include the City of Airdrie, City of Calgary, City of Chestermere and Town of Cochrane. The members shall be appointed by respective Councils and with consideration of restricted time lines all members should have current experience with Calgary Regional Partnership and the Calgary Metropolitan Plan.

The Task Force will be supported by administration from each of the four member municipalities who will provide information and discuss the merits and risks of specific strategies, however administration will not be considered Task Force members.

Reporting and Liaison

It is the responsibility of the Task Force members to inform and liaise with respective Councils, Calgary Regional Partnership Board of Directors and the Government of Alberta, responsibilities will include:

- 1) Regularly updating respective Mayors and Council of the four member municipalities on the progress of the Task Force's work and seek their input on recommended strategies;
- 2) Regularly update the Calgary Regional Partnership Board of Directors on the progress of the Task Force's work;
- 3) The Task Force may communicate directly with the Government of Alberta, to educate, inform and consult in the course of the Task Force's work;
- 4) Recommend strategies to respective Councils for decision and deliberation. The procedure for moving those recommended strategies to member Councils will be locally determined, and
- 5) Any other reporting determined to be necessary by the Task Force.

Term

The Task Force will dissolve one (1) year after the initial meeting. The mandate will be reviewed at that time, or sooner should the Task Force deem their mandate complete within the one year.

Administration of the Task Force

Details in the category of Administration such as meeting notes, quorum and process to establish recommendations will be determined by the Task Force as deemed necessary.