



MINUTES

BRAED SPECIAL EXECUTIVE COMMITTEE MEETING
BRAED Office - Viking
6:00pm May 31, 2019

Executive Committee: Brian Ducherer, Ed Kusalik, Arnold Hanson, Stan Schulmeister, Larry Tiedemann

Executive Director: Cathy Goulet

Regrets: Shelley Cook, Cindy Hurum (admin)

1. **Call to Order**

Chair Brian Ducherer called the Executive Committee Meeting to order at 5:55pm

2. **Approval of Agenda**

Motion: The agenda of May 31, 2019 be approved with additions.
6.b Petty Cash
6.c Ports to Plains

Accepted as amended.

Moved: L. Tiedemann

CARRIED

3. **Approval of Minutes from March 7, 2019 & April 1, 2019**

Motion: The Minutes from March 7th and April 1st 2019 be accepted as presented.

Moved: A. Hanson

CARRIED

4. **Business Arising from Minutes**

a. Management Report

- i. Communications Report
Sending out an "ask" to communities if they would like to replace theirs.

b. Marketing Project Update

- i. Business Retention Best Practice Report

Motion: To accept Management and Marketing as information

Moved: E. Kusalik

CARRIED

c. Value Added Agriculture Strategy

i. Lead Generation Project

Motion: That the Battle River Alliance for Economic Development award the contract to complete the BRAED *Value-Added Agriculture – Phase 4 Lead Generation Project* (RFP 2019-02) to Serecon Inc., of Edmonton Alberta, in an amount not to exceed \$68,000 exclusive of GST with completion on or before December 31, 2019.

Moved: S. Schulmeister

CARRIED

ii. Cluster Development Project

Motion: That the Battle River Alliance for Economic Development award the contract to complete the BRAED *Regional Value-Added Agriculture – Cluster Development Project* (RFP 2019-02) to Outlook Market Research., of St. Paul Manitoba, in an amount not to exceed \$116,000 exclusive of GST with completion on or before December 31, 2019.

Directive: To continue to pursue funding to capture the remaining funds required to leverage the ICCI Grant.

Moved: A. Hanson

CARRIED

d. Annual General Meeting – June 13, 2019

- Provided as information

e. Executive Remuneration Review Update

- Information. BRAED staff will send a reminder on Monday June 3, 2019 with a copy to CAOs and Mayors

5. New Business

a. One Less Trip Project RFP Chair and Executive Director will meet on June 7, 2019 to review and award the contract for an announcement at the AGM.

6. Financial Report

a. Financials – Year to Date

Motion: That the Financial Report Year to Date be accepted as presented.

Moved: S. Schulmeister

CARRIED

b. Petty Cash

Motion: That BRAED increase the petty cash balance to \$250.

Moved: E. Kusalik

CARRIED

c. Ports to Plains

Discussion was held on staying members of Ports to Plains, it was decided that we would ask Ports to Plains for a list of Canadian members and decide after that.

7. Correspondence

a. NONE

8. Next Meeting

a. Executive Meeting – June 13th at 3PM at the CRE in Camrose prior to AGM

9. Adjournment

Chair Brian Ducherer adjourned the meeting at 7:29pm



Stan Schulmeister, Secretary



B. Ducherer, Chair