



Community Standards Appeal Committee

Thursday, December 10, 2020

Conducted Electronically Via MS Teams

6:00 PM

Agenda

Public Participation for December 10, 2020 Community Standards Appeal Committee Meeting

The Community Standards Appeal Committee will be conducting the December 10, 2020 Meeting through electronic communications in accordance with the Meeting Procedures (COVID-19 Suppression) Regulation, Order in Council 99/2020.

- Anyone wishing to participate in the meeting is encouraged to do so by registering to speak as a delegate by way of teleconference or by submitting their delegation comments by email.
- To participate by teleconference:
 - Anyone wishing to speak by teleconference to an item on the December 10, 2020 Committee Meeting Agenda must pre-register by noon on December 10, 2020.
 - To register to speak via teleconference, please email CSAC@rmwb.ca or call 780-743-7001 with your name, the phone number that you will be dialing in from and an email address that you can be reached at prior to and during the meeting.
 - You must provide the name of the agenda item that you wish to speak to.
 - All registrants will be emailed the details on how to participate prior to the start of the meeting.
 - Each registrant will be given a maximum of **5 minutes** to address the Committee.
- To make written submissions as a delegation before or during the live meeting:
 - Please email CSAC@rmwb.ca You must include your name for the record.
 - You must provide the name of the agenda item that you wish to speak to in the subject line.
 - Please note that email comments for an agenda item must be received prior to the start of that item during the meeting. *Emails that are received after the agenda item has been introduced or are not relevant to an agenda item, will not become part of the record of this meeting.*
 - All written submissions are **public** and will be shared with the Committee verbally on the record during the course of the meeting.
 - Each submission will be shared verbally with the Committee for a maximum of **5 minutes**.

The personal information on this form is collected under the authority of Section 33 (a) & (c) of the Alberta Freedom of Information and Protection of Privacy Act. The personal information will be used as contact information. If you have any questions about the collection or use of this information contact the Chief Legislative Officer, Legislative Services, 7th Floor Jubilee Building, 9909 Franklin Ave. T9H 2K4, or call (780) 743-7001.

1. **Call to Order**

2. **Adoption of Agenda**

3. **Minutes Approval**

3.1. Community Standards Appeal Committee - September 11, 2019

4. **Unfinished Business**

4.1. Committee Training Session Debrief

5. **New Business**

5.1. Committee Member Training and Development - Mock Hearing

6. **Date of Next Meeting**

Unapproved Minutes of a Meeting of the Community Standards Appeal Committee held in the Council Chamber at the Municipal Offices in Fort McMurray, Alberta, on Wednesday September 11, 2019, commencing at 5:00 PM.

PRESENT:

S. Schaffer (Chair)
K. Arora
A. McKenzie
D. Secord

Administration:

H. Fredeen, Clerk of the Community Standards Appeal Committee
S. Soutter, Senior Legislative Officer

1. Call to Order

Heather Fredeen, Committee Clerk, called the meeting to order at 5:17 p.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be adopted as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	David Secord
SECONDER:	Sean Schaffer
FOR:	Kulwinder Arora, Alex McKenzie, Sean Schaffer, David Secord
ABSENT:	Steven Niehaus

3. Introductions

Committee Members in attendance introduced themselves.

4. New Business

4.1 Appointment of Chair

MOTION:

THAT Sean Schaffer be appointed as Chair of the Community Standards Appeal Committee.

RESULT: CARRIED [UNANIMOUS]
MOVER: David Secord
SECONDER: Alex McKenzie
FOR: Kulwinder Arora, Alex McKenzie, Sean Schaffer, David Secord
ABSENT: Steven Niehaus

Assuming of Chair

H. Fredeen vacated the Chair and S. Schaffer assumed the Chair at 5:28 p.m.

4.2 Appointment of Vice-Chair

MOTION:

THAT Alex McKenzie be appointed as Vice-Chair of the Community Standards Appeal Committee.

RESULT: CARRIED [UNANIMOUS]
MOVER: David Secord
SECONDER: Kulwinder Arora
FOR: Kulwinder Arora, Alex McKenzie, Sean Schaffer, David Secord
ABSENT: Steven Niehaus

4.3 Undertaking of the Code of Conduct

Section 16 of the *Community Standards Appeal Committee Bylaw No. 19/001* states:

"Members must comply with the Council Code of Conduct Bylaw for the Municipality"

Each member in attendance declared for the record, that they read, understood and will adhere to *Council Code of Conduct Bylaw No. 19/009*.

4.4 Meeting/Hearing Schedule

Committee members discussed meeting availability and agreed to a meeting schedule, of the first Thursday of the month beginning at 6:00 p.m. Meetings will be held on an as-needed basis.

Adjournment

The meeting adjourned at 5:33 p.m.

 Chair