

Minutes of a Meeting of the Community Standards Appeal Committee held in the Council Chamber at the Municipal Offices in Fort McMurray, Alberta, on Thursday, June 1, 2023, commencing at 6:00 PM.

Present:

Sean Schaffer, Chair
Alex McKenzie, Vice Chair
Kulwinder Arora
Trevor Salisbury
David Secord

Administration:

Sonia Soutter, Manager, Senior Legislative Officer
Heather Fredeen, Clerk

1. Call to Order

In the absence of a Chair, Clerk Heather Fredeen called the meeting to order at 6:04 p.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be adopted as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Alex McKenzie
SECONDER:	Sean Schaffer
FOR:	Arora, McKenzie, Salisbury, Schaffer, Secord,

3. Minutes of Previous Meeting

3.1. Community Standards Appeal Committee Meeting - September 1, 2022

MOTION:

THAT the Minutes of the Community Standards Appeal Committee Meeting held on September 1, 2022, be approved as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	David Secord
SECONDER:	Alex McKenzie
FOR:	Arora, McKenzie, Salisbury, Schaffer, Secord,

4. New and Unfinished Business

4.1. Appointment of Chair and Vice-Chair

Alex McKenzie nominated Sean Schaffer for the position of Chair of the Community Standards Appeal Committee. Sean Schaffer accepted the nomination and was appointed Chair by acclamation as no other nominations were made.

MOTION:

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

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Trevor Salisbury
SECONDER:	David Secord
FOR:	Schaffer, Arora, McKenzie, Salisbury, Secord,

Assuming of Chair

Sean Schaffer assumed the Chair at 6:08 p.m.

Chair Sean Schaffer nominated Alex McKenzie to the position of Vice-Chair of the Community Standards Appeal Committee. Alex McKenzie accepted the nomination and was appointed Vice-Chair by acclamation as no other nominations were made.

MOTION:

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

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Trevor Salisbury
SECONDER:	Kulwinder Arora
FOR:	Schaffer, Arora, McKenzie, Salisbury, Secord

4.2. Code of Conduct Declaration

Clerk Heather Fredeen provided an overview on the Council Code of Conduct Bylaw No. 18/009 and how the Code of Conduct applies to members of the Community Standards Appeal Committee

Committee Members declared for the record that they had read, understood and will adhere to the Council Code of Conduct Bylaw No. 18/009.

4.3. Committee Meeting Schedule

Committee members discussed scheduling meetings on an as needed basis rather than continuing with a set meeting schedule due to the minimal number of appeals filed.

MOTION:

THAT the Community Standards Appeal Committee adopt a flexible meeting schedule in which meetings are scheduled on an as needed basis.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Alex McKenzie
SECONDER:	Kulwinder Arora
FOR:	Schaffer, Arora, McKenzie, Salisbury, Secord,

4.4. Community Standards Appeal Committee Overview

Heather Fredeen, Clerk, provided an overview of the mandate of the Community Standards Appeal Committee including applicable legislation, jurisdiction and appeal hearing processes and procedures.

4.5. Proposed Amendments to Community Standards Appeal Committee Bylaw No. 19/001 and the Responsible Pet Ownership Bylaw No. 19/025

Heather Fredeen, Clerk, highlighted proposed changes to the Community Standards Appeal Committee Bylaw No. 19/001 and the Responsible Pet Ownership Bylaw No. 19/025 which will be before Council at their June 13, 2023, meeting for consideration of second and third readings of Bylaw 23/009.

Adjournment

The meeting adjourned at 7:00 p.m.

Chair