



CITY OF ST. ALBERT

**COMMUNITY GROWTH &
INFRASTRUCTURE STANDING
COMMITTEE
MEETING MINUTES - UNADOPTED**

Monday, December 9, 2019

1:30 PM Douglas Cardinal Boardroom

1. Attendance (at start of meeting)

PRESENT:

Wes Brodhead
Jacquie Hansen
Ray Watkins

OTHER COUNCIL MEMBERS PRESENT:

Cathy Heron
Ken MacKay

STAFF:

K. Scoble, Chief Administrative Officer
D. Leflar, Director, Legal and Legislative Services/Chief
Legislative Officer
M. Caufield, Deputy City Solicitor
C. Wong, Deputy City Clerk

3. Adoption of Agenda

3.1 AR-19-477 Adoption of Agenda

Moved by Councillor Brodhead
That the December 2, 2019 Community Growth and
Infrastructure Standing Committee Agenda be adopted as

presented.
CARRIED UNANIMOUSLY

5. Approval of Minutes

5.1 MIN-19-029

**Community Growth and Infrastructure Standing Committee
Minutes of November 12, 2019**

Moved by Councillor Hansen
That the Community Growth and Infrastructure Standing
Committee minutes of November 12, 2019 be adopted as
presented.
CARRIED UNANIMOUSLY

6. New Business

6.1 AR-19-513

Terms of Reference
Presented by: D. Leflar

D. Leflar, Chief Legislative Officer presented the
Committee with a draft of the Terms of Reference and
discussions ensued. It was agreed that the Terms of
Reference will be brought forward to the January 13th
Committee meeting for further discussion.

6.2 AR-19-460

Records and Information Management Policy
Presented by: David Leflar, Director, Legal & Legislative Services

Moved by Councillor Brodhead
That the Community Growth & Infrastructure Committee
recommends to Council that the Records and Information
Management Policy attached to the Administrative Report
to the Committee on this topic dated December 9, 2019, be
adopted as a Council Policy
CARRIED UNANIMOUSLY

6.3 AR-19-511

Bylaw 38-2019 Tax Penalty Bylaw (1st, 2nd and 3rd Reading)
Presented by: Greg Dahlen, Senior Manager, Finance &

Assessment Department

Moved by Councillor Hansen

That the Community Growth & Infrastructure Standing Committee recommend to Council:

1. That Bylaw 38/2019, being Amendment 1 to Property Tax Penalty Bylaw 40/2006, be read a first time.
 2. That Bylaw 38/2019 be read a second time.
 3. That unanimous consent be given for consideration of third reading of Bylaw 38/2019.
 4. That Bylaw 38/2019 be read a third and final time.
- CARRIED UNANIMOUSLY

7. Adjournment

The Chair adjourned the meeting at 2:59 p.m.

CHAIR

CHIEF ADMINISTRATIVE OFFICER