



CITY OF ST. ALBERT

# STANDING COMMITTEE OF THE WHOLE MEETING MINUTES - FINAL

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Tuesday, June 11, 2024

9:30 AM Douglas Cardinal Boardroom/Hybrid

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## 1. Attendance (at start of meeting)

### **PRESENT**

Mayor Cathy Heron  
Councillor Wes Brodhead  
Councillor Sheena Hughes  
Councillor Mike Killick  
Councillor Ken MacKay

### **VIA ZOOM**

Councillor Shelley Biermanski  
Councillor Natalie Joly

### **STAFF PRESENT:**

W. Fletcher, Chief Administrative Officer  
D. McMordie, Managing Director, Corporate &  
Emergency Services/Chief Financial Officer  
D. Enger, Managing Director, Operations  
A. Slaght, Managing Director, Infrastructure & Planning  
M. Caufield, Director, Legal, Legislative & Records  
Services/Chief Legislative Officer  
C. Wong, Deputy City Clerk  
R. McDonald, Legislative Officer

## 2. Adoption of Agenda

- 2.1 AR-24-233 Adoption of Agenda  
Moved by Councillor Killick  
That the June 11, 2024 Agenda be adopted as presented.  
CARRIED UNANIMOUSLY

## 3. Appointments

Trustee Kristi Rouse and Trustee Sheyanne  
Levall-Crouse of the St. Albert Public School Board  
spoke to the Committee in regard to Joint Advocacy.

## 4. Approval of Minutes

- 4.1 MIN-24-045 Standing Committee of the Whole Meeting Minutes of May  
14, 2024  
Moved by Councillor Hughes  
That the Standing Committee of the Whole Meeting  
Minutes of May 14, 2024, be adopted as presented.  
CARRIED UNANIMOUSLY

## 5. New Business

- 5.1 AR-24-201 Volunteer Opportunity Awareness Initiatives and/or  
Programs  
Presented by: Shannon Piller, Youth Development  
Coordinator, Community Services Linda Knoblauch,  
Manager, FCSS Strategies, Community Services  
Suzanne Clemens, Chair of the Seniors' Advisory  
Committee, answered questions of the Committee in  
regard to the Volunteer Opportunity Awareness  
Initiatives and/or Programs agenda item.  
Moved by Councillor Joly  
That Standing Committee of the Whole recommend to

Council that Administration undertake no further work on motion CM-23-31.

CARRIED

For: 6 - Mayor Heron, Councillor Biermanski,  
Councillor Brodhead, Councillor Joly,  
Councillor Killick, and Councillor MacKay

Against: 1 - Councillor Hughes

Committee recessed at 10:32 a.m.

Committee reconvened at 10:39 a.m.

- 5.2**    AR-24-244    Debt Management Policy (C-FS-03)  
Presented by: Anne Victoor, Director, Financial & Strategic Services

Moved by Councillor Brodhead  
That Standing Committee of the Whole recommend to Council that the updated Council Policy C-FS-03 Debt Management, as attached to the agenda report entitled “Debt Management Policy (C-FS-03)” dated June 11, 2024, be approved.

CARRIED UNANIMOUSLY

- 5.3**    AR-24-208    Recruitment & Onboarding for Committee of Council Appointments  
Presented by: Marta Caufield, Director, Legal, Legislative and Records Services

Peter Bailey, CEO of the St. Albert Public Library, spoke to the Committee in regard to the Recruitment & Onboarding for Committee of Council Appointments, agenda item.

Committee recessed at 12:11 p.m.

Committee reconvened at 12:30 p.m.

Moved by Councillor Killick

That Administration implement the recommended recruitment and onboarding process improvements for Council Committee appointments as outlined in AR-24-208 beginning during the fall 2024 intake.

That Administration update the relevant Council Committee bylaws as outlined in AR-24-208 and present them to Council for approval by Q4 2024.

CARRIED UNANIMOUSLY

**5.4**     AR-24-249

Election Signage Bylaws

Presented by: Marta Caufield, Director, Legal, Legislative and Records Services

Moved by Councillor Joly

That Administration amend Bylaw 15/2024 by deleting the requirement for a minimum distance from the curb or roadway.

CARRIED

For:                5 - Councillor Biermanski, Councillor  
                               Brodhead, Councillor Hughes, Councillor  
   Joly, and Councillor MacKay

Against:        2 - Mayor Heron, and Councillor Killick

Moved by Councillor Killick

That Standing Committee of the Whole recommend to Council that Bylaw 15/2024 be given three readings, as amended.

That Administration align the new Land Use Bylaw with the amendments for election signage outlined in Bylaw 15/2024.

CARRIED UNANIMOUSLY

**5.5**     **AR-24-263**     2025 New Council Term - Office Space and Administrative Support

Presented by: Tim Saunders, Director Public Operations

Moved by Councilor Hughes

That Administration proceeds with Option 3 in the development of an Operating Business Case to provide members of Council with office space in support of CM-23-17.

CARRIED UNANIMOUSLY

Moved by Councillor Hughes

That Administration develop an Unfunded Operating Business Case for a 1.0 FTE Administrative Assistant (Council administrative support position) for council consideration as part of the 2025 Operating Budget.

CARRIED UNANIMOUSLY

Moved by Councillor Joly

That Administration investigate costs for retaining casual/part-time private administrative support for individual members of a full-time Council.

DEFEATED

For:                    2 - Councillor Brodhead, and Councillor Joly

Against:            5 - Mayor Heron, Councillor Biermanski,  
                                 Councillor Hughes, Councillor Killick, and  
                                 Councillor MacKay

**5.6**     **AR-24-038**     Langholm Disc Golf Assessment Update

Presented by: Craig Cameron, Manager, Parks & Community Partnerships, Recreation & Parks

Moved by Councillor MacKay

That Standing Committee of the Whole recommend that Council approve \$94,000, to be funded from the Capital Reserve, to convert the temporary disc golf course at Langholm Park into a permanent disc golf course.

CARRIED UNANIMOUSLY

**8. Adjournment**

The Chair adjourned the meeting at 2:17 p.m.

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MAYOR

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CHIEF LEGISLATIVE OFFICER