

MINUTES
MUNICIPAL PLANNING COMMISSION
ORGANIZATIONAL MEETING
APRIL 7, 2020
8:00 a.m.
ZOOM VIDEO COMMUNICATIONS

Call to Order at 8:00 a.m.

- PRESENT:** Councillor Len Phillips
Councillor Dave Auld
Donald Verhesen, Member at Large
Kimberly McDonald, Member at Large
Randall Sugden, Member at Large
- STAFF:** Charlene Johnson, Senior Development Officer
Michael Fitzsimmons, Assistant Development Officer
- GUEST:** Craig Teal, Parkland Community Planning Services

1. BYLAWS

1.1 Subdivision & Development Authority Bylaw, Council Code of Conduct Bylaw and Council Procedural Bylaw.

New members to the Municipal Planning Commission (MPC) were given copies of the bylaws noted above.

Moved by Councillor Len Phillips, to accept the Bylaws as information.

Carried

2. ORIENTATION PROGRAM AND ORGANIZATION PROCEDURES & PRACTICES

2.1 Municipal Planning Commission Orientation Package

Members were provided with an overview of MPC orientation package.

3. ELECTION OF CHAIRPERSON – BYLAW No.2018/22V

Charlene Johnson, Senior Development asked three times for a call for nominations.

Councillor Len Phillips was nominated by Donald Verhesen at the first call for nominations. No other candidates were nominated after the second and third call. No objections were raised by the MPC.

Councillor Len Phillips was elected as Chairperson for the Municipal Planning Commission.

4. ELECTION OF VICE-CHAIRPERSON – BYLAW No. 2018/22V

Charlene Johnson, Senior Development Officer, asked if there were any nominations for the position of Vice-Chairperson.

Donald Verhesen, Member at Large, was nominated by Randall Sugden, Member at Large. No other candidates were nominated after the second and third call. No objections were raised by the MPC.

Donald Verhesen, Member at Large, was elected as Vice-Chairperson for the Municipal Planning Commission.

5. DISCUSSION ON DATES & TIMES OF MPC MEETING

Currently the MPC meets on the 1st and 3rd Tuesday of each month at 8:00a.m. Discussion took place on moving the time to 8:30am.

Moved by Councillor Dave Auld to have MPC the 1st and 3rd Tuesday of each month at 8:30 am.

Carried

Adjournment:

Charlene Johnson, Senior Development Officer, adjourned the Municipal Planning Commission Organization meeting at 8:04 am.

Carried

LEN PHILLIPS
CHAIRPERSON

MICHAEL FITZSIMMONS
RECORDING SECRETARY