

# **Community Sustainability Committee**

**Date:** May 21, 2014

**Time:** 5:30 p.m.

**Location:** St. Albert Business Centre Boardroom  
29 Sir Winston Churchill Ave

Minutes of a Meeting of the Community Sustainability Committee in the St. Albert Business Centre Boardroom on the above date at 5:30 p.m. in accordance with the provisions of Sections 19, 23, 24 and 29 of the Freedom of Information and Protection of Privacy Act, R.S.A. 2000. c.F-25, as amended.

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## **Present**

- Chris Barr
- Councillor Wes Brodhead
- Mayor Nolan Crouse
- Katie Kohlenberg
- Cam Munro
- Douwe Vanderwel

## **Absent**

- Dave Bell (Present at 6:23 p.m.)

## **Writer**

- Kaitlyn Fenton (Public Engagement Summer Student)

## **Staff**

- Leah Kongsrude (Strategic Services Director)
- Kalen Pilkington (Sustainability Coordinator)

## **INTRODUCTIONS**

- Co-chair Cam Munro called the meeting to order at 5:34 p.m.
- Introduce Katie Kohlenberg to the council.
- Mayor Nolan Crouse will go over committee meeting protocols at next council meeting.

## **REVIEW MEETING NOTES**

*If there are changes note here, if not "No changes to notes as distributed."*

- Does have the adjournment; wanting to have note of bringing the meeting to order

## **AGENDA ITEMS**

1. Welcome and Dinner
2. Review of Meeting Minutes

Action: To adopt meeting minutes. Cam Munro put forward the motion, Chris Barr seconded the motion.

### 3. Business from Previous Meeting

Action: Mayor Nolan Crouse will discuss the expectation of going to council at the next committee meeting

Action: Make the list of attendees alphabetical order

Action: For the business card, the word 'Sustainability' on the card

Action: Social media icons represented

Action: Take out the bullets on the back of the card in order to allow open space

### 4. Visioning: Background and examples

- Dave Bell present at 6:23 p.m.

### 5. Public Engagement: Background and consultants

Action: Intelligent Futures be able to send out Draft Public Engagement Plan so far in order for the community to review and discuss at committee meeting on June 4<sup>th</sup>; get everything discussed in order to have the final product on June 18<sup>th</sup>.

### 6. Review Meeting Schedule and Topics for Next Meeting

Action: Endorse public engagement plan

Action: Updated schedule and data back from events up till June 4<sup>th</sup>

Action: Consultants will have package for public engagement by June 4<sup>th</sup>

### 7. Adjournment

Meeting was adjourned at 7:39 p.m.

## **NEXT MEETING DATE AND AGENDA ITEMS**

The next meeting will be June 4<sup>th</sup>, 2014 at 5:30 p.m.

Agenda items to include:

- Mayor Nolan Crouse discussing the protocol of committee meetings and when to go to council; this will be at the beginning of the Community Sustainability Committee meeting and should take no more than 10 minutes.

Action: Kalen Pilkington will start dropbox to have information for the committee members to review.

Action: Reviewing documents that Kalen already sent out in order for the committee to have a full understanding of the project and what they would like to see happen with the consultants public engagement plan

Action: Have a schedule update on the agenda to see where the public engagement is at.

Action: Create calendar in drop box with events, etc.

## **ADJOURNMENT**

*The meeting was adjourned at 7:39 p.m.  
Second Dave Bell  
All in favor*