



## Committee of the Whole Minutes

May 15, 2023

Members Present: Reeve Roger Konieczny, Division 3  
Deputy Reeve Tara Kuzio, Division 5  
Councillor Joey Nafziger, Division 1  
Councillor Eric Anderson, Division 2  
Councillor Cliff Wowdzia, Division 4  
Councillor Carl Ogrodnick, Division 6  
Councillor Kevin Bentley, Division 7

Administration Present: Pat Podoborzny, Chief Administrative Officer  
Norm De Wet, Director of Operations  
Mike Fundytus, Director of Protective Services  
Davin Gegolick, Director of Planning and Development  
Trudy Shukalak, Legislative Services Coordinator

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### 1. CALL TO ORDER

Reeve Konieczny called the meeting to order at 9:00 a.m.

### 2. CHANGES TO AGENDA & ADOPTION OF AGENDA

#### 2023-W029

**Moved by:** Deputy Reeve Kuzio

THAT the May 15, 2023, Committee of the Whole meeting agenda be adopted as presented.

**Carried**

### 3. CONFIRMATION OF MINUTES

#### 2023-W030

**Moved by:** Councillor Wowdzia

THAT the April 12, 2023, Committee of the Whole meeting minutes be adopted as presented.

**Carried**

### 4. DELEGATIONS/PROCLAMATIONS - NIL

## 5. REPORTS FOR DISCUSSION

### 5.1 2023 Oiling Program

The Committee of the Whole was presented with information regarding the planned maintenance for the 2023 oiling program. The plan focuses on the approved oiled road policy, budget, and traffic safety.

**Administration Presenter:**

Director of Operations Norm De Wet

**2023-W031**

**Moved by:** Councillor Nafziger

THAT the Committee of the Whole accept the 2023 Oiling Program report as information.

**Carried**

### 5.2 Municipal Development Plan (MDP) Review

The Committee of the Whole was presented with a summary of recommendations received from CN prepared by WSP and comments from Green Space Alliance (GSA) and Administration in response to the required agency circulation for the proposed draft MDP.

Council's responses will be incorporated into the draft MDP Bylaw which is scheduled for first reading at the June 19, 2023 regular Council meeting.

**Administration Presenter:**

Davin Gegolick, Director of Planning and Development

### 5.3 Flag Protocol Policy

The Committee of the Whole was presented with new draft Flag Protocol Policy AD 1021-01 establishing the protocols for flying flags at the County of Minburn Administration building, and to ensure appropriate procedures are exercised in a consistent manner.

**Administration Presenter:**

Pat Podoborozny, Chief Administrative Officer

**2023-W032**

**Moved by:** Councillor Ogrodnick

THAT Administration prepare an RFD for the May 15, 2023, regular Council meeting to approve Flag Protocol Policy AD 1021-01.

**Carried**  
**ACTION: Create RFD**

#### 6.4 Corporate Credit Card

The Committee of the Whole was presented with new draft Corporate Credit Card Policy AD 1022-01 establishing credit card authorization procedures, cardholder responsibilities, and guidelines.

**Administration Presenter:**

Pat Podoborzny, Chief Administrative Officer

**2023-W033**

**Moved by:** Councillor Anderson

THAT Administration prepare an RFD for the May 15, 2023, regular Council meeting to approve Corporate Credit Card Policy AD 1022-01, and rescind Credit Card Authorizations Policy AD 1007-01.

**Carried**  
**ACTION: Create RFD**

#### 7. COUNCILLOR REQUESTS (INFORMATION/PROGRAM REQUESTS)

##### 7.1 Divisional Reports

Presented by Reeve and Council

#### 8. ADJOURNMENT

Reeve Konieczny declared the meeting adjourned at 9:27 a.m.

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Reeve

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Chief Administrative Officer