



LEGISLATIVE SERVICES

TO: Council
DATE: September 7, 2021 **DIVISION:** All
FILE: N/A **APPLICATION:** N/A
SUBJECT: Correction to July 13, 2021 Council Meeting Minutes

POLICY DIRECTION:

There is no guidance within the *Municipal Government Act* or Rocky View County's *Procedure Bylaw* on the process for correcting meeting minutes. However, the general principle for documents such as bylaws, policies, and agreements is that the same authority that approves something must be the one to make amendments to it.

EXECUTIVE SUMMARY:

The July 13, 2021 Council meeting minutes were approved at the July 27, 2021 Council meeting. The meeting minutes contain one error. It was in regards to an additional condition added to the Development Permit: Natural Resource Extraction/Processing for PRDP20211744. The additional prior to release condition recorded that the Good Neighbouring Plan would be approved by the County however it should have read Council.

The errors were discovered while preparing a report to bring the Good Neighbouring Plan to Council. Administration recommends that Council approve the corrections as presented in Attachment 'A'. The corrections can be found on page 5 of 12 of the meeting minutes.

ADMINISTRATION RECOMMENDATION:

Administration recommends approval in accordance with Option #1.

BACKGROUND:

The July 13, 2021 Council meeting minutes contained the following error:

MOVED by Councillor Boehlke that a new prior to release condition be added to read:

7. That prior to release of this development permit, the Good Neighbouring Plan as submitted shall be reviewed, amended and approved by **the County** *(this should have been recorded as Council)* to include a Complaint protocol requirement that includes a phone number and other forms of contact to be provided as per the Summit MSDP, and made available 24/7 to the area residents during the life of the pit. This plan will also be required to address assisting the neighbours should any groundwater wells be affected by the pit operations.

Carried



BUDGET IMPLICATIONS:

There are no budget implications with this staff report.

COMMUNICATIONS PLAN:

The revised meeting minutes will be reposted to the County's website.

STRATEGIC OBJECTIVES:

There no strategic considerations.

OPTIONS:

Option #1: THAT July 13, 2021 Council meeting minutes be corrected in accordance with Attachment 'A'.

Option #2: THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

"Amy Zaluski"

"Kent Robinson"

Director, Legislative Services

Acting Chief Administrative Officer

MM

ATTACHMENTS:

ATTACHMENT 'A': July 13, 2021 Council meeting minutes with proposed corrections