Sturgeon County
Agribusiness and Agritourism Review Task Force
Minutes
June 8, 2021 6:00 p.m.
Through Electronic Communications

Task Force members in attendance:
Councillor Patrick D. Tighe Mayor Alanna Hnatiw (ex-officio), Councillor Wayne Bokenfohr, Tam Andersen, David Benjestorf, Andrew Rosychuk, Richard Boissonneault, Mark Chuiko, Deb Foisy, Cathy Gilbert (Joined at 6:43pm)

Sturgeon County Administration in attendance:
Jesse Sopko, Director, Corporate Services; Natasha De Sandi, Planning and Engagement Officer; Leanne McBean, Business Retention Expansion Lead, Economic Development; Jackie Sargent, Senior Communications Officer, Corporate Communications.

Consultants in attendance:
Courtney Laurence, Community Planner / Engagement Strategist, ISL Engineering; Hawley Campbell, Senior Consultant, Nichols Applied Management Inc.; Pearce Shewchuk, Principal, Nichols Applied Management Inc.; Darrell Toma, Toma Consulting; Constance Gourley, Manager, Land Use Planning and Community Engagement, ISL Engineering and Land Services Ltd.

Members of Public in attendance:
Gail Murray (on the phone)

1. **Introductions - Round Table**

2. **Legislative Perspective background**
   - Jesse Sopko, Director, Corporate Services provided an overview of legislative process for public meetings. Residents can join the meetings by phone, the Task Force has to advertise its' meetings 24 hours in advance and provide the phone number for residents to call in. Closed session definition and terms - particular circumstances that allow Task Force to go into closed sessions for confidential issues. By default, we are public. Minutes and outcomes also public.
   - Remuneration for Task Force members – Administration will contact them for their information and processing.
   - Code of conduct reviewed.
   - Conflicts of interest - approach decision making with an open mind. Come and share perspectives openly.

3. **Communications for the Task Force**
   - Jackie Sargent, Senior Communications Officer discussed Section 5 of the Board and Committee Bylaw – social media, you can share information but ensure it is factual.
   - The Task Force is speaking with "one voice"

4. **Group Discussion**

- Purpose of the Task Force
- Objectives

5. Work Plan Highlights and presentation

- Discussion led by Hawley Campbell, Senior Consultant, Nichols Applied Management Inc. and Courtney Laurence, Community Planner / Engagement Strategist, ISL Engineering
- Activities, deliverables
- Work Plan – Document Review and Current State Assessment
- Best practice review
- Engagement
- Project Schedule (meeting schedule and deliverables etc.)

6. Group Discussion

- The Task Force discussed the following:
    - Opportunities that could open up for agribusiness and agritourism in Sturgeon County
    - Sharing information and ideas openly with fresh perspectives
    - Collaborative marketing opportunities
    - Wanting success for landowners, agribusiness and agritourism
    - Interest in learning about agritourism best practices
    - Innovative agritourism operations in various regions
    - Tourism resources available for support

7. Task Force Meeting Process

- Consultants will be sending meeting schedule, must have quorum to do meeting
- Meeting minutes - completed within 10 days, posted on website, provide deliverables to the members/ public
- Courtney Laurence, Community Planner / Engagement Strategist, ISL Engineering discussed the Task Force Meeting Process - Participation Commitments for Productive Meetings and Group Decision Making Method

8. Selection of Task Force Chair and Vice-Chair

- Jesse Sopko, Director, Corporate Services provided an overview of the selection process
- J Sopko – opened floor for nomination of Chair 7:34pm
- Councillor Patrick D. Tighe nominated Cathy Gilbert
- Cathy Gilbert accepted nomination
- Second call for nominations – none
- Third call for nominations – none
- Motion for nominations to cease and Cathy Gilbert to be elected as chair of task force committee
- Call for debate – no debate
- Carried unanimously – Cathy Gilbert elected as Chair

- Open floor for nominations of Vice-Chair
- Councillor Patrick D. Tighe nominated Councillor Wayne Bokenfohr
- Councillor Wayne Bokenfohr accepted nomination
- Second call for nominations – none

- Third call for nominations – none
- Motion for nominations to cease and Councillor Wayne Bokenfohr be elected vice-chair of the task force
- Moved by David Benjestorf
- Call for debate – no debate
- Motion carried unanimously, Councillor Wayne Bokenfohr elected as vice chair (7:40pm)

10. Meeting preference- Tuesdays at 6pm every 3-4 weeks.

- Sending meeting minutes, motions passed for chair and vice chair
- Additionally, be sending out the slides presented today
- Open floor for any discussion and questions / comments

Meeting adjourned: 7:44pm