

**LAC LA BICHE COUNTY**  
**POLICY REVIEW COMMITTEE**

**DATE:** January 20, 2016  
**TIME:** 9:30 a.m.  
**PLACE:** Council Chambers  
COUNTY CENTRE

**AGENDA**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
  - 3.1 January 6, 2016 Policy Review Committee Meeting.
4. UNFINISHED BUSINESS
5. URGENT MATTERS
6. NEW BUSINESS
  - 6.1 Briefing – Revisions to Councillor Remuneration Policy CS-11-001;
  - 6.2 Briefing – Draft Revisions to Councillor Conference Attendance Policy CS-11-004;
  - 6.3 Briefing – Draft Revisions to Councillor Code of Conduct Policy CS-11-006;
  - 6.4 Briefing – Draft Revisions to Procedural Bylaw 14-001.
7. IN CAMERA SESSION
8. ADJOURNMENT

**LAC LA BICHE COUNTY  
POLICY REVIEW COMMITTEE  
COUNTY CENTRE, LAC LA BICHE**

**January 20, 2016 – 10 a.m.**

Minutes of the Lac La Biche County Policy Review Committee Meeting held January 20, 2016 at 10 a.m.

**CALL TO ORDER** Councillor Siebold called the meeting to order at 9:40 a.m.

<b>PRESENT</b>	MJ Siebold	Councillor (Chairperson)
	John Nowak	Councillor/Deputy Mayor
	David Phillips	Councillor

<b>STAFF IN ATTENDANCE</b>	Melanie McConnell	Assistant Chief Administrative Officer
	Vicki Versteeg	Legislative Services Coordinator

<b>REGRETS</b>	Omer Moghrabi	Mayor
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**ADOPTION OF AGENDA**

PR.16.008 Motion by Councillor Phillips to approve the January 20, 2016 Policy Review Committee Meeting agenda as presented

**CARRIED UNANIMOUSLY**

**ADOPTION OF MINUTES**

3.1 January 6, 2016 – Policy Review Committee Meeting.

PR.16.009 Motion by Councillor Nowak to adopt the January 6, 2016 Policy Review Committee Meeting minutes as presented.

**CARRIED UNANIMOUSLY**

**UNFINISHED BUSINESS**

There was no unfinished business to address.

**URGENT MATTERS**

There were no urgent matters to address.

**NEW BUSINESS**

- 6.1 Briefing – Revisions to Councillor Remuneration Policy CS-11-001;

Ms. Melanie McConnell addressed the most recent revisions to the Councillor Remuneration Policy CS-11-001.

- PR.16.010 Motion by Councillor Nowak to refer the Councillor Remuneration Policy CS-11-001, with amendments, to the January 26, 2016 Regular Council Meeting.

**CARRIED UNANIMOUSLY**

- 6.2 Briefing – Conference Attendance Policy CS-11-004;

Ms. McConnell reviewed draft revisions to the Councillor Conference Attendance Policy.

- PR.16.011 Motion by Councillor Phillips to refer the Councillor Conference Attendance Policy CS-11-004, with amendments, to the January 26, 2016 Regular Council Meeting.

**CARRIED UNANIMOUSLY**

- 6.3 Briefing – Draft Revisions to Council Code of Conduct Policy CS-11-006;

Ms. McConnell addressed initial draft revisions to the Council Members' Code of Conduct Policy CS-11-006.

**RECESS**

Councillor Siebold called a recess at 10:48 a.m.

**RECONVENE**

Councillor Siebold reconvened the meeting at 10:56 a.m. with all those Members of the Policy Review Committee previously listed in attendance.

**NEW BUSINESS**

- 6.3 Briefing – Draft Revisions to Council Code of Conduct Policy CS-11-006 (continued);

Ms. McConnell reviewed draft revisions to the Elected Official Position Descriptions.

6.3 Briefing – Draft Revisions to Council Code of Conduct Policy CS-11-006 (continued);

PR.16.012 Motion by Councillor Phillips to direct Administration to prepare draft amendments to the Council Members' Code of Conduct Policy CS-11-006, and consult with Alberta Municipal Affairs on the application of General Provisions s.1, and further that the policy be referred to a Regular Council Meeting.

**CARRIED UNANIMOUSLY**

6.4 Briefing – Draft Revisions to Procedural Bylaw 14-001.

Ms. McConnell reviewed draft revisions to Procedural Bylaw 14-001.

**RECESS**

Councillor Siebold called a recess at 12:09 p.m.

**RECONVENE**

Councillor Siebold reconvened the meeting at 12:13 p.m. with all those Members of the Policy Review Committee previously listed in attendance.

**NEW BUSINESS**

6.4 Briefing – Draft Revisions to Procedural Bylaw 14-001 (continued).

Discussion continued on proposed revisions to Procedural Bylaw 14-001.

PR.16.013 Motion by Councillor Nowak to direct Administration to submit draft revisions of Procedural Bylaw 14-001 to a Regular Council Meeting.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

PR.16.014

Motion by Councillor Nowak to adjourn the Policy Review Committee Meeting of January 20, 2016 at 12:50 p.m.

**CARRIED UNANIMOUSLY**

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**MJ Siebold, Chairperson**

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**Melanie McConnell  
Assistant Chief Administrative Officer**