

**LAC LA BICHE COUNTY  
POLICY REVIEW COMMITTEE  
MCARTHUR PLACE, LAC LA BICHE**

**August 24, 2016 – 1 p.m.**

Minutes of the Lac La Biche County Policy Review Committee Meeting held August 24, 2016 at 1 p.m.

**CALL TO ORDER** Councillor Siebold called the meeting to order at 1:11 p.m.

<b>PRESENT</b>	Omer Moghrabi	Mayor
	MJ Siebold	Councillor (Chairperson)
	John Nowak	Councillor/Deputy Mayor (entered at 1:38 p.m.)
	David Phillips	Councillor

<b>STAFF IN ATTENDANCE</b>	Melanie McConnell	Assistant Chief Administrative Officer
	Gordon Shaw	Senior Manager, Planning & Development (in part)
	Dan Small	Senior Manager, Finance & Grants (in part)
	Vicki Versteeg	Legislative Services Coordinator

**ADOPTION OF AGENDA**

PR.16.042 Motion by Mayor Moghrabi to approve the August 24, 2016 Policy Review Committee Meeting agenda as presented.

**CARRIED UNANIMOUSLY**

**ADOPTION OF MINUTES**

3.1 July 27, 2016 – Policy Review Committee Meeting.

PR.16.043 Motion by Councillor Phillips to adopt the July 27, 2016 Policy Review Committee Meeting minutes as circulated.

**CARRIED UNANIMOUSLY**

**UNFINISHED BUSINESS**

There were no unfinished matters to address.

## **URGENT MATTERS**

There were no urgent matters to address.

## **NEW BUSINESS**

### **6.1 Briefing – Policy PI-63-005;**

Mr. Gordon Shaw, Senior Manager of Planning and Development, addressed amendments to the policy and procedure for encroachment on municipal lands. Discussion followed on what the appropriate measures are to enforce encroachment rules (bylaw v. policy), and whether the Committee should recommend to Council that a bylaw be created.

Discussion followed on road allowances and the title of the policy (municipally owned and reserve lands, regulation of municipal lands).

Councillor Nowak entered Council Chambers at 1:38 p.m.

Mayor Moghrabi exited Council Chambers at 1:40 p.m. and did not return to the meeting.

Discussion followed on the merits of a policy to achieve the ends.

PR.16.044 Motion by Councillor Nowak to endorse the policy and procedure as presented to the Committee and further that a recommendation be made at a Regular Council Meeting that Administration prepare a bylaw to support Policy PI-63-005.

**CARRIED UNANIMOUSLY**

## **RECESS**

Councillor Siebold called a recess at 1:43 p.m.

## **RECONVENE**

Councillor Siebold reconvened the meeting at 1:44 p.m. with all those Members of the Policy Review Committee previously listed in attendance.

## **NEW BUSINESS**

### **6.2 RFD – Proposed Policy – Transfers Between Budgeted Line Items;**

Mr. Dan Small, Senior Manager of Finance and Grants, addressed the rationale for the new policy. The objective of the policy is to permit the Chief Administrative Officer to transfer between budgeted line items.

6.2 RFD – Proposed Policy – Transfers Between Budgeted Line Items (continued);

PR.16.045 Motion by Councillor Nowak to submit the draft policy, as presented, on transferring between budgeted line items to Council for consideration.

**CARRIED UNANIMOUSLY**

6.3 RFD – Amend Lac La Biche County Investment Policy;

Mr. Small presented the request to amend the County’s Investment Policy (CS-10-001). The policy has been edited for currency/relevance.

PR.16.046 Motion by Councillor Phillips to submit the draft policy, as presented, to a Regular Council Meeting for consideration.

**CARRIED UNANIMOUSLY**

6.4 Briefing – CS-14-004 – Legal Advice.

Ms. Melanie McConnell, Assistant Chief Administrative Officer, addressed draft revisions to the Legal Advice policy.

PR.16.047 Motion by Councillor Nowak to submit the draft policy, as presented, to a Regular Council Meeting for consideration.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

PR.16.048 Motion by Councillor Nowak to adjourn the Policy Review Committee Meeting of August 24, 2016 at 2:26 p.m.

**CARRIED UNANIMOUSLY**

---

**MJ Siebold, Chairperson**

---

**Melanie McConnell  
Assistant Chief Administrative Officer**