

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

**DATE:** May 24, 2017  
**TIME:** 1:00 p.m.  
**PLACE:** Council Chambers  
McArthur Place

**AGENDA**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
  - 3.1 March 23, 2017 Policy Review Committee Meeting
4. UNFINISHED BUSINESS
5. URGENT MATTERS
6. NEW BUSINESS
  - 6.1 Recreational/Cultural-Operational Funding Request (CM-71-001) (Briefing);
  - 6.2 Human Resources – Standard Operating Procedures (Briefing);
  - 6.3 Encroachment of Municipal Lands (PI-63-005).
7. IN CAMERA SESSION
8. ADJOURNMENT

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

**May 24, 2017 – 1:00 p.m.**

Minutes of the Lac La Biche County Policy Review Committee Meeting held May 24, 2017 at 1:00 p.m.

**CALL TO ORDER** Councillor Siebold called the meeting to order at 1:05 p.m.

<b>PRESENT</b>	Omer Moghrabi	Mayor (Arrived at 1:24 p.m.)
	MJ Siebold	Councillor (Chairperson)
	John Nowak	Councillor
	David Phillips	Councillor

<b>STAFF IN ATTENDANCE</b>	Gordon Shaw	Senior Manager, Planning & Development
	Carl Kurppa	Coordinator, Finance and Grants (In Part)
	Kashif Ijaz	Manager, Human Resources (In Part)
	Mackenzie Girard	Interim Legislative Services Coordinator

**ADOPTION OF AGENDA**

PR.17.031 Motion by Councillor Phillips to approve the May 24, 2017 Policy Review Committee Meeting agenda as presented.

**CARRIED UNANIMOUSLY**

**ADOPTION OF MINUTES**

3.1 March 23, 2017 – Policy Review Committee Meeting.

PR.17.032 Motion by Councillor Nowak to adopt the March 23, 2017 Policy Review Committee Meeting minutes as circulated.

**CARRIED UNANIMOSLY**

**UNFINISHED BUSINESS**

There was no unfinished business.

**URGENT MATTERS**

There were no urgent matters.

Mayor Moghrabi entered Council Chambers at 1:24 p.m.

Mayor Moghrabi exited Council Chambers at 1:26 p.m. and returned at 1:29 p.m.

## **NEW BUSINESS**

### **6.1 Recreational/Cultural – Operational Funding Request (CM-71-001) (Briefing)**

Mr. Carl Kurppa, Coordinator, Policy and Grants, presented the briefing on Recreational/ Cultural for Operational Funding Request (CM-71-001), and responded to questions.

PR.17.033 Motion by Councillor Phillips to accept the Recreational/Cultural for Operational Funding Request (CM-71-001) as information, and further to direct Administration to make the suggested amendments, and bring back a draft policy on Facility Operating Grant Request to a future Policy Committee Meeting for consideration.

**CARRIED UNANIMOUSLY**

## **RECESS**

Councillor Siebold called a recess at 2:24 p.m.

## **RECONVENE**

Councillor Siebold reconvened the meeting at 2:33 p.m. with all those Members of the Policy Review Committee previously listed in attendance.

Councillor Siebold declared conflict of interest and exited Council Chambers at 2:51 p.m. and Councillor Nowak assumed the Chair.

### **6.2 Human Resources –Standard Operating Procedures (Briefing)**

Mr. Kashif Ijaz, Manager, Human Resources, presented the briefing on Standard Operating Procedures for Human Resources, and responded to questions.

PR.17.034 Motion by Mayor Moghrabi to accept the Human Resources Standard Operating Procedures as information, and further to direct Administration to make the suggested amendments and bring back the Human Resources Standard Operating Procedures for approval at a future Council meeting.

**CARRIED UNANIMOUSLY**

Councillor Siebold entered Council Chambers at 2:57 p.m. and assumed the Chair.

6.3 Encroachment of Municipal Lands (PI-63-005)

Mr. Gordon Shaw, Senior Manager, Planning and Development, presented the briefing on Environmental Reserve Encroachment Policy (Policy PI-63-005), and responded to questions.

PR.17.035 Motion by Councillor Nowak that Administration continue its review of a bylaw to regulate municipally owned land and bring it forward for review at a future Policy Review Committee meeting.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

PR.17.036 Motion by Councillor Phillips to adjourn the Policy Review Committee Meeting of May 24, 2017 at 3:18 p.m.

**CARRIED UNANIMOUSLY**

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**MJ Siebold, Chairperson**

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**Shadia Amblie  
Chief Administrative Officer**