

LAC LA BICHE COUNTY
POLICY REVIEW COMMITTEE

DATE: August 23, 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 June 28, 2017 Policy Review Committee Meeting
4. UNFINISHED BUSINESS
5. URGENT MATTERS
6. NEW BUSINESS
 - 6.1 Briefing – Bylaw 17-003 and Policy/Procedure PI-63-005 (Environmental Reserve Encroachment);
 - 6.2 Briefing – Human Resources SOP – Special Leave (Policy CS-03-016-06);
 - 6.3 Briefing – Cultural-Operational Funding Request (Policy CM-71-001);
 - 6.4 Briefing – Community Social Services Grant (Policy CM-72-002).
7. IN CAMERA SESSION
8. ADJOURNMENT

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

AUGUST 23, 2017 – 1:00 p.m.

Minutes of the Lac La Biche County Policy Review Committee Meeting held August 23, 2017 at 1:00 p.m.

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

PRESENT	MJ Siebold	Councillor (Chairperson)
	John Nowak	Councillor
	David Phillips	Councillor

STAFF IN ATTENDANCE	Shadia Amblie	Chief Administrative Officer
	Dan Small	Assistant Chief Administrative Officer and Senior Manager, Finance & Grants
	Gordon Shaw	Senior Manager, Planning & Development (in part)
	James Roy	Legislative Services Coordinator

ADOPTION OF AGENDA

PR.17.045 Motion by Councillor Phillips to approve the August 23, 2017 Policy Review Committee Meeting agenda as presented.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

3.1 June 28, 2017 – Policy Review Committee Meeting.

PR.17.046 Motion by Councillor Nowak to adopt the June 28, 2017 Policy Review Committee Meeting minutes as circulated.

CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

There was no unfinished business to discuss.

URGENT MATTERS

There were no urgent matters to discuss.

NEW BUSINESS

6.1 Briefing – Bylaw 17-003 and Policy/Procedure PI-63-005 (Environmental Reserve Encroachment)

Mr. Gordon Shaw, Senior Manager, Planning and Development, made a presentation to the Committee on Bylaw 17-003 and Policy/Procedure PI-63-005 (Environmental Reserve Encroachment), and responded to questions.

PR.17.047 Motion by Councillor Phillips to direct Administration to provide copies of Bylaw 17-003 and Policy/Procedure PI-63-005 (Environmental Reserve Encroachment) to Protective Services for their input, and following that, to forward the same to a future meeting of Council for its consideration.

CARRIED UNANIMOUSLY

6.2 Briefing – Human Resources Standard Operating Procedures – Special Leave (Policy CS-03-016-06)

Mr. Kashif Ijaz, Manager, Human Resources, made a presentation to the Committee on Policy CS-03-016-06 (Special Leave), and responded to questions.

PR.17.048 Motion by Councillor Nowak to direct Administration to bring forward Policy CS-03-016-06 (Special Leave), including those amendments discussed at today's meeting, to a future meeting of Council for its consideration.

CARRIED UNANIMOUSLY

6.3 Briefing – Cultural-Operational Funding Request (Policy CM-71-001)

Mr. Dan Small, Assistant Chief Administrative Officer and Senior Manager, Finance and Grants, and Mr. Carl Kurppa, Coordinator, Policy and Grants, made a presentation to the Committee on Policy CM-71-001 (Cultural-Operational Funding Request), and responded to questions.

PR.17.049 Motion by Councillor Nowak to direct Administration to bring forward Policy CM-71-001 (Cultural-Operational Funding Request), including those amendments discussed at today's meeting, to a future special meeting of this Committee to be held at 10:00 a.m. on September 6, 2017.

CARRIED UNANIMOUSLY

RECESS

Councillor Siebold called a recess at 2:50 p.m.

RECONVENE

Councillor Siebold reconvened the meeting at 3:00 p.m. with all those Members of the Policy Review Committee previously listed in attendance.

NEW BUSINESS

6.4 Briefing – Community Social Services Grant (Policy CM-72-002)

Mr. Small and Mr. Kurppa made a presentation to the Committee on amending the Community Social Services Grant (Policy CM-72-002), including renaming it the Community Development Grant, and responded to questions.

PR.17.050 Motion by Councillor Phillips to direct Administration to bring forward Policy CM-72-002 (Community Social Services Grant) to a future meeting of Council for its consideration.

CARRIED UNANIMOUSLY

ADJOURNMENT

PR.17.051 Motion by Councillor Nowak to adjourn the Policy Review Committee Meeting of August 23, 2017 at 3:09 p.m.

CARRIED UNANIMOUSLY

MJ Siebold, Chairperson

**Shadia Amblie
Chief Administrative Officer**