

## Policy and Priorities Committee Meeting

March 3, 2015

The Policy and Priorities Committee is a standing Committee of Council responsible for reviewing policies, bylaws, plans, studies and other County activities that are in a draft or planning stages in order to provide Administration with direction. Recommendations may be made during Policy and Priorities (POP) meetings, but final decisions regarding bylaws and policies must be referred to future Regular Council Meetings.

### Delegations

Delegations are individuals or groups who request permission to appear before Council to speak on a particular issue, or are requested to present on a particular issue by Council.

### Policy Divisions, Alberta Environment and Sustainable Resource Development

- Thorsten Hebben, Section Head of the Surface Water Policy, Water Policy Branch, with Alberta Environment and Sustainable Resource Development, met with Council to discuss the implementation of the new Alberta Wetland Policy.
- The new policy, released in 2012, aims “to conserve, restore, protect and manage Alberta’s wetlands to sustain the benefits they provide to the environment, society and the economy.”
- The County’s Environmental Stewardship Advisory Committee has been working to draft a complimentary policy for the municipality.

### New Business

#### Records and Information Management: Retention and Disposition Bylaw and Policy

- Administration presented a revamped Retention and Disposition Bylaw and a newly drafted Records and Information Management (RIM) Policy for Council’s review and input. The purpose of the revised bylaw and new policy is to improve the organization and management of all County records.
- Since 2013, Administration has been working to assess the current records management program, develop a Classification and Retention Schedule for County records, identify and list all vital records, for disaster recovery purposes, and streamline the County’s Mail and Correspondence Management practices.
- After review, Council expressed concern about the retention timelines for certain records. Council requested further information about timelines for record disposition.
- Administration will return with further information regarding the retention schedule at next month’s Policy and Priorities Committee Meeting before any final decisions are made by Council about the proposed bylaw revisions and new policy.

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### RCMP Leo Johnston Memorial Bursary and Scholarship

- After holding a minute of silence at noon to honour the “Fallen Four” on the 10-year anniversary of the Mayerthorpe tragedy, Council discussed the creation of an endowment fund that will ensure the RCMP Leo Johnston Memorial Bursary and Scholarship continues into the future.
- The County has contributed \$10,000 annually to the scholarship fund since 2006 in honour of Constable Johnston, who was a former resident of Lac La Biche. To date, \$26,000 has been awarded to students pursuing a post-secondary program in law enforcement or criminology.
- The County has renewed the agreement with Portage College and will maintain annual contributions through the 2018/2019 school year. As part of the agreement, any remaining funds can be used to establish an endowment fund. Now individuals or organizations who wish to donate can also contribute to the new fund.