

Lac La Biche County *Policy*

TITLE: Attendance at Political Functions

POLICY NO: GOV-11-014

RESOLUTION: 22.856

EFFECTIVE DATE: March 15, 2012

DEPARTMENT RESPONSIBLE:
Legislative Services

NEXT REVIEW DATE: January 1, 2026

POLICY STATEMENT:

Lac La Biche County respects the relationship between the partisan politics of the provincial and federal governments and the non-partisan activities associated with municipalities. Council supports attendance at functions held by all political parties; however, attendance at Political Functions does not constitute support or alignment with a particular party, but rather an opportunity for exchange of knowledge that could reasonably be expected to advance or serve the interests of Lac La Biche County.

The County will reimburse reasonable expenses for attendance at Political Functions, and this policy serves to provide clarity and consistency, while ensuring compliance with the applicable election legislation.

DEFINITIONS:

“Political Function(s)” means any event, meeting or gathering of a registered party, registered constituency association, registered candidate, nomination contestant or registered leadership contestant, as defined under the *Election Finances and Contributions Disclosure Act*, R.S.A 2000 C. E-2. The definition of Political Function also extends to events, meetings or gatherings of parties, constituency associations, candidates, etc. at the Federal level.

PRINCIPLES:

Prohibited from Contributions

1. The County is prohibited, under the *Election Finances and Contributions Disclosure Act*, R.S.A 2000 C. E-2 and the *Canada Elections Act*, C.S. 2000, c.9, from making contributions to any registered party, registered constituency association, registered candidate, nomination contestant or registered leadership contestant.
2. Further to the above, the County shall not reimburse any allowable expenses to attend Political Functions under the aforementioned provincial and federal election laws. For greater clarity, this means the County will not reimburse any portion of a ticket or admission to attend a Political Function, including any portion of a ticket that may be deemed an expense. The ticket or admission to a Political Function will be a personal expense of the attendee.

Attendance Provisions

3. The County will reimburse reasonable costs to Members of Council to attend Political Functions subject to the following:
 - a. Attendance is for the promotion and advocacy of Lac La Biche County; attendance should be able to withstand public scrutiny.

- b. The attending Member(s) shall provide Council with an update on the advocacy efforts. Public disclosure and transparency shall be encouraged and will be considered in accordance with the provisions of the *Freedom of Information and Protection of Privacy Act*.
- c. Political Functions may be:
 - i. within Lac La Biche County, the neighboring region or the constituencies that apply to Lac La Biche County;
 - ii. within Alberta, for which the reimbursement provided is not incurred solely to attend the function, but rather are expenses that would be incurred or substantially incurred to perform other County business (i.e., the day before or after a municipal convention);
 - iii. within Alberta, for which reimbursement provided is solely to attend the function, provided the attendance is justified by significant advocacy opportunities. For further clarity, this may include events which allow for interactions with numerous political representatives:
or
 - iv. outside of Alberta, provided Council approves the attendance in advance.

Elected Officials Remuneration Policy

- 4. The provisions of the *Elected Officials Remuneration Policy* apply to the reimbursement of costs to Members of Council:
 - a. Mileage will be reimbursed in accordance with the policy;
 - b. Meals, incidentals and accommodations, if applicable, will be reimbursed upon submission of receipts. Allowances for these items, as otherwise allowed for under the policy, will not be paid. As noted in clause 2, the entire ticket or admission cost shall be a personal expense of the attending Member.

Administration

- 5. The provisions and spirit of this policy also apply to the Chief Administrative Officer (CAO), which means the Chief Administrative Officer may also be reimbursed reasonable costs for attending Party Functions. The Chief Administrative Officer may also delegate this authority, if deemed appropriate to do so.
- 6. Council may continue to meet with candidates during election cycles for the purpose of promoting the interests of the County. In these instances, the meetings are limited to attendance by County Council Members and Administration, along with candidates that may be visiting Lac La Biche County, and further the agenda for the meeting is set by, and for the benefit of, the County.
- 7. This policy does not apply to functions, meetings, gatherings and networking opportunities with provincial and federal elected representatives who are acting in their official capacity. This includes meetings with Members of the Legislative Assembly (MLAs), Members of Parliament (MPs) and provincial or federal Ministers. In these instances, the *Elected Official Remuneration Policy* shall fully apply.

8. Should the principles outlined in this policy conflict with the provisions of the *Elected Official Remuneration Policy, Travel and Subsistence for Staff Policy* and the *Board Members Remuneration Policy*, this policy shall take precedence.

"Original Signed"

Chief Administrative Officer

October 4, 2022

Date

"Original Signed"

Mayor

October 6, 2022

Date

SPECIAL NOTES/CROSS REFERENCE: CS-11-014 adopted on March 15, 2012; Daily Fee rates are not permitted

AMENDMENT DATE: September 13, 2022