LAC LA BICHE COUNTY POLICY

<table>
<thead>
<tr>
<th>TITLE: ELECTED OFFICIAL WARD OPEN HOUSES</th>
<th>POLICY NO: CS-11-016</th>
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<td>RESOLUTION: 15.419</td>
<td>EFFECTIVE DATE: JUNE 9, 2015</td>
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<td>LEAD ROLE: SENIOR MANAGER, LEGISLATIVE &amp; INFORMATION SERVICES</td>
<td>NEXT REVIEW DATE: JUNE 9, 2018</td>
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<td>SPECIAL NOTES/CROSS REFERENCE:</td>
<td>AMENDMENT DATE:</td>
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**POLICY STATEMENT:**

In order to provide residents of Lac La Biche County the opportunity to express ideas and concerns about matters affecting the municipality, it is necessary for the County’s Elected Officials to meet with constituents on a periodical basis.

**1.0 DEFINITIONS:**

1.1 **Elected Officials** refers to the Mayor and Councillors of Lac La Biche County.

1.2 **Ward Open House** is an informal gathering of Ward residents for the purpose of providing an opportunity for residents to meet their Ward Councillor and to learn about issues of general interest to the Ward or the County as a whole. A Ward Open House is generally held at a County facility or within a facility in the Ward. County staff may be expected to attend a Ward Open House where appropriate.

**2.0 GUIDELINES:**

2.1 Elected Officials may hold up to one (1) Ward Open House per year. Any additional Ward Open Houses will be considered an Elected Official’s personal expense.

2.2 No Ward Open Houses will be held during the six months prior to an election after March 31 in an election year and until after the organizational meeting immediately following an election.

2.3 Expenses related to Elected Official Ward Open Houses, such as newspaper and radio advertising, facility rental, and light refreshments may be incurred by Lac La Biche County. All expenses of this nature are subject to approved budgetary amounts.
2.4 If required, County staff may assist in the initial set up of the Ward Open House inclusive of booking a venue; advertising in the local paper, (time permitting), on the local radio station, and/or on the County’s website; purchasing light refreshments; and providing secretarial support.

“Original Signed”
Chief Administrative Officer
June 11, 2015

“Original Signed”
Mayor
June 16, 2015