

PLANNING COMMITTEE MEETING NO. 2/17

Minutes of Planning Committee Meeting No. 2/17 held Monday, January 16, 2017, Council Chambers, City Hall, commencing at 6:00 p.m.

MEMBERS PRESENT:

Mayor R. Bater
Councillors D. Buglas
K. Hawtin
G. Lightfoot
K. Lindgren
K. Steinborn
L. Taylor

ADMINISTRATION PRESENT:

City Manager
City Clerk
Director of Finance
Director of Human Resources
Director of Leisure Services
Director of Operations
Director of Planning and Development
Fire Chief

Deputy Mayor Coun. K. Hawtin in the Chair.

AGENDA

6) BE IT RESOLVED that Agenda No. 2/17 for January 16, 2017, be approved.

Moved by Coun.
CARRIED.

MINUTES

7) BE IT RESOLVED that minutes of Planning Committee Meeting No. 1/16 held November 21, 2016, be adopted as circulated.

Moved by Coun.
CARRIED.

DELEGATIONS

None

CORRESPONDENCE

None

REPORTS

Coun. D. Buglas entered Council Chambers during discussion of fire department reports.

8) BE IT RESOLVED that the following reports be received:

NORTH BATTLEFORD FIRE DEPARTMENT – DECEMBER, 2016

Re: Fire Department Statistical

Re: Municipal Enforcement Initiatives

PERMIT CLERK

Re: Building Permits – December, 2016

Re: Business Licenses – December, 2016

DIRECTOR OF LEISURE SERVICES

Re: Leisure Services Highlights – December, 2016

Re: 2018 Saskatchewan Winter Games – Meeting Minutes

DIRECTOR OF OPERATIONS

Re: Operations Department Activities – December, 2016

Re: Water Committee Meeting Minutes – December 8, 2016

Moved by Coun. D. Buglas,
CARRIED.

Mayor Bater pointed out the reporting of monthly review of water tests is to be signed off by the Mayor, acting Councillor or the City Manager.

In areas of illegal dumping, signage indicating video monitoring and surveillance to be installed.

UNFINISHED BUSINESS

None

NEW BUSINESS

CITY MANAGER

Re: Travel and Expense Policy Including Conference, Convention and Local Events

Committee discussed the proposed policy in depth. One area of debate was whether to include registration of a team for golf tournaments.

- 9) BE IT RESOLVED that the registration of one team of four comprised of City representatives in local golf tournaments be removed from the draft policy.

Moved by Mayor R. Bater,
CARRIED.

Other amendments to be included in the policy are as follows:

- Amend the wording for attendance at the BBEX awards/Chamber President's banquet to read "Up to one table of City representatives".
- Amend Section B – In-City Social and Meal Costs – to include "costs of tickets for spouses only if attendance of the spouse is expected by the organization that has invited the elected member".

Administration directed to bring the Travel and Expense Policy to next Council meeting as amended.

Re: Assessment and Taxation Review Committee

- 10) BE IT RESOLVED that the Assessment and Taxation Review Committee structure per memorandum of the City Manager dated January 10, 2017, be received.

Moved by Coun. K. Steinborn,
CARRIED.

Committee suggested other representatives for the review committee as well as wanting more details of the parameters of authority of this committee and timeframes in which this committee is expected to make recommendations. Once finalized the committee structure details to be brought forward to Council for approval.

INQUIRIES

Mayor Bater Acknowledge it was Councillor L. Taylor's 65th birthday today.

City Manager Reminded everyone the snow removal policy is on the website for review in the event of public queries.
Advised the Strategic Planning sessions will be held March 2nd and 3rd.

NEXT MEETING DATE

Tuesday, February 21, 2017

**FREEDOM OF INFORMATION & PROTECTION OF PRIVACY ACT
Part III Exemptions**

11) BE IT RESOLVED that pursuant to Section 5 (a)(c) & (e) and 6 (d) & (e) of Part III of the *Freedom of Information & Protection of Privacy Act*, Committee meet in camera.

Moved by Coun. G. Lightfoot,
CARRIED.

Session commenced at 7:10 p.m.

Session adjourned at 8:35 p.m.

ADJOURNMENT

12) BE IT RESOLVED that the meeting do adjourn.

Moved by Coun. D. Buglas,
CARRIED.

CHAIR

SECRETARY