



County of Lethbridge Policy Handbook

EFFECTIVE: May 21, 1981

SECTION: 100 NO. 117

APPROVED BY: County Council

SUBJECT: Attendance at Public Meetings

REVISED DATE:

PURPOSE:

The purpose of the proposed policy is to alleviate problems encountered by administration staff when asked to attend public meetings.

RECOMMENDATIONS:

It is felt that many of the topics and subjects involved in a public meeting should be dealt with first by the ratepayer or interest groups through an appointed chairman, and that any concerns or requests are formally communicated to County Council thereby eliminating the need for staff members to attend meetings and ensuring that the political process is being adhered to.

MOVED that the following policy is approved:

- a) That all requests for administration staff members to attend public meetings be formally communicated to County Council for their prior approval for staff to attend the meeting.
- b) That if the proposed public meeting is to be held before a regular County Council Meeting, that the Executive Committee of County council be authorized to deal with the request.
- c) It is understood that the proposed topics to be dealt with at public meetings should follow the normal political process and decisions and requests from interest groups should be formally communicated through the Chairman of the interest group to County Council.

Staff members should not be involved with items relating to the political process and should be involved with items only pertaining to administration matters.