

# **Municipal Policy Review Committee (MPRC) Agenda**

*Council Chamber, Leduc County Centre, Nisku, AB  
Thursday, September 28, 2023*

---

**1. Order - 1:30 p.m.**

**2. Adoption of agenda**

**3. Adoption of previous minutes**

March 23, 2023 Municipal Policy Review Committee meeting ✓

**4. Policy review**

a) 2:00 p.m. Finance ✓ N. Wice

i) Write-off policy (*new*)

b) 2:15 p.m. Utilities

i) Hamlet Wastewater Service Connection Policy (*new*) ✓ D. Mryglod and  
S. Modak

c) 2:45 p.m. County Manager's office

i) AS-01 Whistleblower ✓ M. Scheidl

**5. Next meeting date – October 26, 2023**

**6. Adjournment**

  
✓ Attachment Provided

## **Municipal Policy Review Committee (MPRC)**

### **Minutes**

*Council Chamber, Leduc County Centre, Nisku, AB*  
**Thursday, September 28, 2023**

---

#### **Order and roll call**

The meeting was called to order at 10:55 a.m. on Thursday, Sept. 28, 2023, by Chair Ray Scobie and Committee members Tanni Doblanko and Kelly-Lynn Lewis present.

#### **Other attendees**

- Renee Klimosko, General Manager - Financial and Corporate Services
- Michelle Edgerly, Executive Assistant – County Manager's office

#### **Agenda adoption**

**MP01-23** Committee member Tanni Doblanko – that the agenda for the Sept. 28, 2023, Municipal Policy Review Committee be adopted as circulated.

Carried

#### **Previous Minutes – March 23, 202 Municipal Policy Review Committee Meeting**

**MP02-23** Committee member Kelly-Lynn Lewis – that the minutes of the March 23, 2023, Municipal Policy Review Committee be confirmed as circulated.

Carried

#### **Finance – FS-06 – Uncollectible Receivables Policy**

Director of Finance, Natasha Wice presented a recommendation for approval of a new policy FS-06 – Uncollectible Receivables.

**MP03-23** Committee member Tanni Doblanko – that the Municipal Policy Review Committee support the FS-06 – Uncollectible receivables policy and refer to Leduc County Council for approval.

Carried

#### **Utilities – UT-08 – Hamlet Wastewater Service Connection Policy**

Director of Utilities, Des Mryglod presented a recommendation for approval of a new policy UT-08 – Hamlet Wastewater Service Connection.

**MP04-23** Committee member Kelly-Lynn Lewis – that the Municipal Policy Review Committee support the UT-08 – Hamlet Wastewater Service Connection Policy and refer to Leduc County Council for approval with the following changes:

- Include fees for external connections to the hamlet in the fees and charges bylaw.
- Define what a *system extension vs service connection* is.
- Add a clause that it is the applicant's responsibility to obtain necessary permits and approvals (i.e. safety codes, development, subdivision, etc.) prior to connection.
- Amend policy to be reviewed every four years from three.
- Add examples of costs that could be incurred by the applicant (i.e. engineering, land, survey, or other incidental costs).

Carried



**County Manager's office – AS-01 – Whistleblower Policy**

General Manager of Financial and Corporate Services, Renee Klimosko presented a recommendation for approval of revised policy AS-01 – Whistleblower.

**MP05-23** Committee member Tanni Doblanko – that the Municipal Policy Review Committee support the revised AS-01 – Whistleblower Policy and refer to Leduc County Council for approval.

Carried

**Next Municipal Policy meeting date**

The next Municipal Policy Review Committee meeting will be held on Thursday, Oct. 26, 2023.

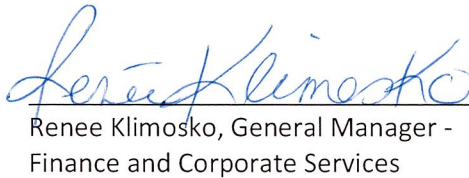
**Adjournment**

Chair Scobie adjourned the Municipal Policy Review Committee meeting at 11:48 a.m.



---

Chair Ray Scobie



---

Renee Klimosko, General Manager -  
Finance and Corporate Services