



Tkemlúps te Secwépemc Briefing Note (External Organizations)

*****Submission deadline is 12:00pm the Thursday prior**

<u>Date of Meeting:</u>	<u>Submitted by:</u>
<u>Department:</u>	<u>Presented by:</u>
<u>Topic:</u>	<u>List Attachments:</u>
<u>Reason for Briefing:</u>	
<input type="checkbox"/> Information Only <input type="checkbox"/> Discussion <input type="checkbox"/> In Camera Discussion <input type="checkbox"/> Motion Required <i>(must provide suggested wording below)</i> <input type="checkbox"/> BCR Required <i>(must provide BCR wording)</i> <input type="checkbox"/> Kúkpi7 Signature Required <input type="checkbox"/> All Council Signatures Required Electronic Okay	
<u>Delegation Required:</u>	<u>List of Delegations Internal/External:</u>
<input type="checkbox"/> Internal <input type="checkbox"/> External	
<u>Level of Urgency:</u>	
<input type="checkbox"/> High <input type="checkbox"/> Medium <input type="checkbox"/> Low <input type="checkbox"/> Deadline? <u>Deadline Date:</u>	
<u>Recommended Motion:</u> <i>(provide suggested wording)</i>	
<u>Background / History:</u>	
<u>Possible Next Steps / Recommended Action:</u>	
All Briefing Note/Delegation submissions to be sent to the Admin Team at councilsupportteam@kib.ca	
For more information, please contact Alicia John, Executive Secretary to Chief and Council, (250) 314-1569 or alicia.john@kib.ca	