

BY-LAW/POLICY COMMITTEE MEETING

MAY 30, 2022 – 6 PM

Location: Council Chambers

Present: Councillor Shawn Samson, Councillor Mike Diggdon,
Warden Amanda Mombourquette, Councillor Brent Sampson,
Deputy Warden Melanie Sampson, Karen Malcolm, Interim CAO,
Jason Martell, CFO, Chris Boudreau, Director of Public Works,

Call to Order

The Warden called the meeting to order at 6:04 p.m.

Approval of Agenda

Moved by Councillor Brent Sampson, seconded by Councillor Mike Diggdon that the agenda be approved as presented. Motion carried.

Review of Minutes re: March 21, 2022

Moved by Councillor Mike Diggdon, seconded by Councillor Brent Sampson that the minutes of the March 21, 2022 meeting be approved as presented. Motion carried.

Review of By-Laws/Polices

a) Notifications re: Significant Increases in Water/Sewer

It was the consensus of the Committee that Staff be requested to prepare a draft policy to release an annual budget document with any increases of tax/water/sewer/user fees and to release these through local advertising sources and on digital media.

b) Private Ways

Moved by Councillor Mike Diggdon, seconded by Councillor Shawn Samson that the Committee recommend to Council that notice be given at the next Regular Council Meeting to amend the Private Ways By-Law #66 in order to add to section 3.2 the wording “Once an application is deemed complete, the Chief Administrative Officer will forward the application to the Commissioner within 30 days”. Motion carried.

c) Committees - Members at Large re: Meeting Stipend

It was the consensus of the Committee that Staff be requested to reach out to other municipalities regarding meeting stipend/compensation to members at large who serve on Committees of Council.

d) Procedural Policy (Committees of Council)

It was noted that Staff are currently working on a draft Procedural Policy and will include the draft in an upcoming meeting agenda.

e) Storm/Emergency Reporting Form

Discussion took place regarding storm reporting and it was the consensus of the Committee that a storm/emergency reporting form be created with the help of EMC Cecil Frost.

f) Canada Community Building Fund / Village of St. Peter's & Other Groups

It was the consensus of the Committee that Staff be requested to reach out to other municipalities regarding Villages within the municipalities and the practices used for the allocation of gas tax dollars and also research other policies to determine examples of how the Municipal Units use the CCBF for their own purpose and how and if outside organizations can apply to use this fund and how that would look/work.

g) Code of Conduct Policy

It was the consensus of the Committee that Staff reach out to other municipalities regarding other Code of Conduct Policies being used.

CLERK:
