



**BY-LAW/POLICY COMMITTEE MEETING**

**FEBRUARY 27, 2023 – 6:00 PM**

**Location:** Council Chambers

**Present:** Warden Amanda Mombourquette, Councillor Michael Diggdon, Councillor Shawn Samson, Councillor Melanie Sampson, Deputy Warden Brent Sampson, Troy MacCulloch, Chief Administrative Officer, Jason Martell, Chief Financial Officer, Chris Boudreau, Director of Public Works, Lois Landry, Appointed Member, Shelley David, Municipal Clerk

**Regrets:** Shannon Mury, Recreation Manager

**Call to Order**

Warden Mombourquette called the meeting to order at 6:00 p.m.

**Approval of Agenda**

Moved by Deputy Warden Brent Sampson, seconded by Councillor Shawn Samson that the agenda be approved as presented.

Motion carried.

**Review of Minutes re: January 9, 2023**

Moved by Councillor Shawn Samson, seconded by Councillor Michael Diggdon that the minutes of the January 9, 2023 meeting be approved.

Motion carried.

**Gas Tax Discussion for Future Policy Development**

It was the consensus of the Committee that accessing the Canada Community-Building Fund by non-profit organizations and the Village Commission will be two separate policies.

Moved by Councillor Melanie Sampson, seconded by Councillor Shawn Samson that staff produce a draft policy for the use of the Canada Community-Building Fund by the Village Commission.

Motion carried

It was the consensus of the Committee to defer non-profit organizations discussion to a future meeting.



### **Review of Policies**

The following documents were reviewed:

**a) Special Event By-Law – Second Draft**

Moved by Councillor Shawn Samson, seconded by Michael Diggdon that the Special Event By-Law be moved to the adoption process as presented with amendments to section 8.5, adding item iii for school based events and to section 6.3 c adding, unless exempted through section 8.1.

Motion carried.

**b) Comfort Center & Emergency Shelter Policy**

The Committee unanimously agreed to have staff prepare a second draft to include a section on Municipal responsibilities to be presented at a future meeting.

**c) Municipality of the County of Richmond Public Participation Program- Regarding Engagement with Abutting Municipalities**

Moved by Deputy Warden Brent Sampson, seconded by Councillor Melanie Sampson that Council adopt, by policy, the Municipality of the County of Richmond public participation program regarding engagement with abutting municipalities, as set out in Appendix A of the Eastern District Planning Commission staff report dated February 14, 2023.

Motion carried.

### **Recommend to Council**

That Council move the Special Event By-Law to the adoption process as presented with amendments to section 8.5, adding item iii for school based events and to section 6.3c adding, unless exempted through section 8.1.

That Council adopt, by policy, the Municipality of the County of Richmond public participation program regarding engagement with abutting municipalities, as set out in Appendix A of the EDPC planning report dated February 14, 2023.

**Adjournment:** Meeting adjourned at 7:00 p.m.

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CHAIRPERSON

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MUNICIPAL CLERK