



## **By-Law/Policy Committee Meeting**

**June 26<sup>th</sup>, 2023 – 6:00 p.m.**

**Location:** Council Chambers

**Present:** Warden Amanda Mombourquette, Councillor Michael Diggdon, Deputy Warden Brent Sampson, Councillor Melanie Sampson, Lois Landry, Appointed Member, Troy MacCulloch, Chief Administrative Officer, Shelley David, Municipal Clerk

**Regrets:** Councillor Shawn Samson, Chris Boudreau, Director of Public Works, Jason Martell, Chief Financial Officer, Shannon Mury, Recreation Manager

### **Call to Order**

Warden Mombourquette called the meeting to order at 6:03 p.m.

### **Approval of Agenda**

Moved by Deputy Warden Brent Sampson, seconded by Councillor Melanie Sampson that the agenda be approved.

Motion carried.

### **Review of Minutes re: June 12<sup>th</sup>, 2023**

Moved by Councillor Michael Diggdon, seconded by appointed member Lois Landry that the minutes of the June 12<sup>th</sup>, 2023 meeting be approved.

Motion carried.

### **Review of Policies/ By-Laws**

The following documents were reviewed:

**a) CAO Employee Success Plan**

The Committee unanimously agreed to prepare a second draft.

**b) Councillor Payment Policy**

The Committee unanimously agreed to revise the policy with the recommendations and have staff prepare a draft with the amendments.



### **Discussion**

#### **a) Cell Phone Use**

The Committee discussed cell phone use and unanimously agreed that the current cell phone policy is out of date and for staff to draft a new policy with the recommendations.

#### **b) Travel Expense Policy**

The Committee reviewed the travel expense policy and recommended that section 4 a (ii) be moved to the Out of County, section b (ii). And in section 4 (a) iii, replace the word Councillor with Council member.

### **Recommend to Council**

There are no recommendations.

### **Adjournment**

Meeting adjourned at 6:58 p.m.

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**Municipal Clerk**

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**Chairperson**