

By-Law/Policy Committee Meeting

September 11th, 2023 – 6:00 p.m.

Location: Council Chambers

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

Regrets: Warden Amanda Mombourquette, Chris Boudreau, Director of Public Works, Jason Martell, Chief Financial Officer, Shannon Mury, Recreation Manager

Call to Order

Deputy Warden Brent Sampson called the meeting to order at 6:02 p.m.

Approval of Agenda

Moved by Councillor Shawn Sampson, seconded by appointed member Lois Landry the agenda be approved.

Motion carried.

Review of Minutes re: June 26th, 2023

Moved by Councillor Melanie Sampson, seconded by Councillor Michael Diggdon that the minutes of the June 26th, 2023 meeting be approved.

Motion carried.

Review of Policies/ By-Laws

The following documents were reviewed:

a) CAO Employee Success Plan

Moved by Councillor Michael Diggdon, seconded by appointed member Lois Landry that the By-Law/Policy Committee recommend to Council to adopt the CAO Employee Success Plan as presented with the following changes:

- Section 4.1: Add the words Appendix A to the end of the sentence.
- Section 6.1b: Remove the words Appendix A and insert the words CAO Employee Success Plan.

Motion carried.

b) Travel Policy, First Draft of Changes

The Committee unanimously agreed to have staff prepare a second draft of changes as follows:

- 4 b ii: Insert the words “and both agree on” after the word “consider “.
- 4 a vi: Insert the words “ and within the parameters of the current budget” after the word “purpose”
- 4 a vi: insert the words “Municipal Council approval is required for travel that exceeds the parameters of the current budget” after the last sentence.

Motion Required, Re: RCMP Advisory Board By-Law to be moved to First Reading.

Moved by appointed member Lois Landry, seconded by Councillor Melanie Sampson that the By-Law/Policy Committee recommend to council to have staff inquire if the criminal record check can be included in the application process and FURTHER MOVE that the RCMP Advisory Board By-Law be moved to the adoption process and first reading approval.

Motion carried.

Discussion: By-Law / Policy Working List + Scheduling

For information only.

Recommend to Council

To adopt the CAO Employee Success Plan as presented with the following changes:

- Section 4.1: Add the words “Appendix A” to the end of the sentence,
- Section 6.1b: Remove the words “Appendix A” and insert the words “CAO Employee Success Plan”.

To move the RCMP Advisory Board By-Law to first reading consideration.

Adjournment

There being no further business, the chair adjourned at 6:53 p.m.

Municipal Clerk

Chairperson