

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

**December 7<sup>th</sup>, 2023 – 6:00 p.m.**

**Location:** Council Chambers

**Present:** Deputy Warden Shawn Samson, Councillor Michael Diggdon, Councillor Brent Sampson, Councillor Melanie Sampson, 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, Director of Community Development and Recreation

### **Call to Order**

Deputy Warden Shawn Samson called the meeting to order at 6:00 p.m.

### **Approval of Agenda**

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

Motion carried.

### **Review of Minutes re: November 6<sup>th</sup>, 2023**

Moved by Councillor Brent Sampson, seconded by Councillor Melanie Sampson that the minutes of the November 6<sup>th</sup>, 2023 meeting be approved.

Motion carried.

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

The following documents were reviewed:

**a) Strategic Communications Plan, 3rd Draft**

The committee reviewed the 3<sup>rd</sup> draft of the Strategic Communications Plan along with the associated policies and have made the following recommendations:

**i. Publication of Council, Committee and Committee Reports on Municipal Website Policy, 2nd Draft**

Reviewed, no further recommendations were made.

**ii. Social Media Policy, Revised 1st Draft**

The committee unanimously agreed to have staff prepare a 2nd draft of the Social Media Policy with the recommendations from the committee.

**iii. Delegation Appearing Before Municipal Council, Revised 1st Draft**

Reviewed, no further recommendations were made.

**iv. Communications Policy, New Policy, 1st Draft**

Reviewed, no recommendations were made.

**v. Website Content and Maintenance Policy, New Policy, 1st Draft**

Reviewed, nor recommendations were made

**By-Law / Policy Working List**

For information only.

**“In Camera” Session**

**a) Personnel / Members at large applications**

Moved by Councillor Brent Sampson, seconded by Councillor Michael Diggdon that the meeting move to an “In- Camera” session at 6:26 p.m.

Moved by Councillor Brent Sampson, seconded by Councillor Michael Diggdon that the meeting revert to a regular session at 6:32 p.m.

**Recommend to Council**

Moved by Councillor Brent Sampson, seconded by Councillor Melanie Sampson that the By-Law/Policy committee recommend to council to appoint Peter Goth as the member at large for the By-Law/Policy Committee.

Motion carried.

**Adjournment**

There being no further business, the chair adjourned at 6:34 p.m.

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**Municipal Clerk**

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**Chairperson**