



By-Law/Policy Committee Meeting

November 6th, 2023 – 6:00 p.m.

Location: Council Chambers

Present: Warden Amanda Mombourquette, Deputy Warden Shawn Samson, Councillor Michael Diggon, Councillor Brent Sampson, Councillor Melanie Sampson, Troy MacCulloch, Chief Administrative Officer, Shelley David, Municipal Clerk

Regrets: Chris Boudreau, Director of Public Works, Jason Martell, Chief Financial Officer, Shannon Mury, Director of Community Development and Recreation

Call to Order

Warden Amanda Mombourquette called the meeting to order at 6:05 p.m.

Approval of Agenda

Warden Amanda Mombourquette requested and received unanimous consent to add the following item:

- Status of Public Member

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

Motion carried.

Review of Minutes re: October 10th, 2023

Moved by Deputy Warden Shawn Samson, seconded by Councillor Brent Sampson that the minutes of the October 10th, 2023 meeting be approved.

Motion carried.

Review of Policies/ By-Laws

The following documents were reviewed:

a) Strategic Communications Plan, 2nd Draft

The committee unanimously agreed to have staff prepare a third draft with the recommended amendments.



i) Social Media Policy, Revised 1st Draft

The committee unanimously agreed to have staff explore the best practices currently being used by other Municipalities for social media monitoring.

ii) Publication of Council, Committee and Committee Reports on Municipal Website Policy, Revised 1st Draft

The committee unanimously agreed to have staff revise the policy with the recommendations and prepare a 2nd draft with the amendments.

iii) Communications Policy, New Policy, 1st Draft

To be reviewed at next meeting

iv) Website Content and Maintenance Policy, New Policy, 1st Draft

To be reviewed at next meeting

b) Other – Strategic Communications Plan

- i) The committee unanimously agreed to revise section 1.2 of the Delegation Appearing before Municipal Council policy.

Discussion, Re: Grants Policy

The committee unanimously agreed to have staff review Schedule A of the Grants Policy to ensure that it aligns with section 3(d) and to proceed with a first draft of amendments to be presented a future meeting.

By-Law / Policy Working List

For information only.

Recommend to Council

n/a

Status on Public Member

Moved by Councillor Brent Sampson, seconded by Councillor Melanie Sampson that the committee accept Lois Landry's resignation as an appointed member of the By-Law/ Policy Committee and FURTHER MOVE that staff send a thank you note.
Motion carried.



Adjournment

There being no further business, the chair adjourned at 6:59 p.m.

Municipal Clerk

Chairperson