

By-Law/Policy Committee Meeting

June 18th, 2024 – 6:00 p.m.

Location: Council Chambers

Present: Warden Amanda Mombourquette, Deputy Warden Shawn Samson, Councillor Michael Diggdon, Councillor Brent Sampson, Councillor Melanie Sampson, Stacey Morrison, Appointed Member (Virtually), Troy MacCulloch, Chief Administrative Officer, Chris Boudreau, Director of Public Works, Kathleen Jeffrey, Acting Director of Finance, Shannon Mury, Director of Community Development and Recreation, Shelley David, Municipal Clerk

Call to Order

Warden Amanda Mombourquette called the meeting to order at 6:07 p.m.

Approval of Agenda

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

Motion carried.

Review of Minutes re: June 10th, 2024

Moved by Councillor Michael Diggdon, seconded by Deputy Warden Shawn Samson that the minutes of the June 10th, 2024, meeting be approved.

Motion carried.

Review of Policies/ By-Laws

a) Capital Improvement and Development Policy, Draft

It was the consensus of the Committee to have staff amend the draft with the recommended changes as discussed.

b) Low Income Tax Exemption Program Policy

Moved by Councillor Brent Sampson, seconded by Councillor Michael Diggdon that the By-Law/Policy Committee recommend that Council proceed with the adoption process for the Low Income Tax Exemption Program Policy as drafted with the changes as discussed.

Motion carried.

c) Purchasing and Tendering Policy

Moved by Councillor Melanie Sampson seconded by Deputy Warden Shawn Samson that the By-Law/Policy Committee recommend that Council proceed with the adoption process for the Purchasing and Tendering Policy as amended. Motion carried.

d) Flag Policy

Moved by Councillor Michael Diggon seconded by Councillor Melanie Sampson that the By-Law/Policy Committee recommend that Council proceed with the adoption process for the Flag Policy as amended. Motion carried.

e) Delegation to appear before the Committee of the Whole Policy

It was the consensus of the Committee to have staff draft a policy combining the Delegation to appear before the Committee of the Whole and the Delegation to appear before Municipal Council policies, to be presented at a future meeting.

f) Street Light Policy

It was the consensus of the Committee to have staff amend the policy as discussed.

Discussion

a) Waste Receptacles at food establishments

The committee discussed waste receptacles at food establishments. The committee agreed to have the Warden draft a letter to drive-through establishments in Richmond County, asking them to consider placing waste receptacles at their establishments.

b) Roaming Farm Animals

The committee discussed roaming farm animals. It was the consensus of the committee to have the Eastern District Planning Commission provide information on the Keeping of Farm Animals as it pertains to the land use bylaws and outline the steps necessary for compliance.



c) Road Trails Designation

The committee discussed the creation of a Road Trails Designation By-Law as permitted by the Nova Scotia Road Trails Act. It was the consensus of the committee to have staff draft a by-law to be presented at a future meeting.

d) Cellphone Use

The committee discussed cellphone use. It was the consensus of the committee to have staff review the Hands Free Cellular Phone Policy dated November 13, 2007. If the policy is no longer necessary, it can be added to the next By-Law/Policy Committee agenda for repeal.

By-Law / Policy Working List

For information only.

Recommend to Council

- Proceed with the adoption process for the following:
 - o Low Income Tax Exemption Program Policy
 - o Purchasing and Tendering Policy, as amended
 - o Flag Policy, as amended

Adjournment

There being no further business, the chair adjourned at 9:00 p.m.

Municipal Clerk

Chairperson