

By-Law/Policy Committee Meeting

March 3, 2025 – 6:00 p.m.

Location: Council Chambers

Present: Warden Lois Landry, Deputy Warden Brent Sampson, Councillor Brian Marchand, Councillor Amanda Mombourquette, Councillor Shawn Samson, Stacey Morrison, Appointed Member, Troy MacCulloch, Chief Administrative Officer, Kathleen Jeffrey, Interim Director of Finance, Shannon Mury, Director of Community Development and Recreation, Shelley David, Municipal Clerk

Regrets: Chris Boudreau, Director of Public Works

Call to Order

Warden Lois Landry called the meeting to order at 6:00 p.m.

Approval of Agenda

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

Motion carried.

Review of Minutes, Re: February 11, 2025

Moved by Councillor Amanda Mombourquette, seconded by Stacey Morrison, Appointed Member, that the minutes of the February 11, 2025, meeting be approved.

Motion carried.

By-Law/Policy Re:

a) Grants Policy

The committee unanimously agreed to have staff update the amended draft of the Grants Policy, incorporating the changes as discussed.

b) Council Procedural Policy – Recording of No Votes

Moved by Deputy Warden Brent Sampson, seconded by Councillor Amanda Mombourquette, that the By-Law/Policy Committee recommend to Council to amend and adopt the Council Procedural Policy with the change to Section 16(g) by adding the following after the first sentence: “Votes in opposition shall be recorded to include the name of the member of Council.”

Motion carried.

c) Travel and Expense Policy

The committee unanimously agreed to have staff proceed with an amended draft of the Travel and Expense Policy, incorporating the changes as discussed.

d) Hospitality Policy

The committee unanimously agreed to have staff proceed with an amended draft of the Hospitality Policy, incorporating the required policy and reporting provisions as outlined in the Financial Reporting and Accounting Manual (FRAM).

Recommendation(s) to Council

For Council to amend and adopt the Council Procedural Policy.

Adjournment

There being no further business, the chair adjourned at 8:41 p.m.

Municipal Clerk

Chairperson