

## By-Law/Policy Committee Meeting

September 9, 2025

**Location:** Council Chambers

**Present:** Warden Lois Landry, Deputy Warden Brent Sampson, Councillor Brian Marchand, Councillor Amanda Mombourquette, Councillor Shawn Samson, Troy MacCulloch, Chief Administrative Officer, Shelley David, Municipal Clerk

**Regrets:** Stacey Morrison, Appointed Member, Chris Boudreau, Director of Public Works, Kathleen Jeffrey, Director of Finance, Shannon Mury, Director of Community Development and Recreation

1. Call to Order

Warden Lois Landry called the meeting to order at 6:15 p.m.

2. Approval of the Agenda

Moved by Councillor Brian Marchand, seconded by Deputy Warden Brent Sampson, that the agenda be approved.

Motion carried.

3. Review of Minutes, Re: June 10, 2025

Moved by Councillor Amanda Mombourquette, seconded by Deputy Warden Brent Sampson, that the minutes of the June 10, 2025, meeting be approved.

Motion carried.

4. By-Law/Policy Re: Repeals:

a) Hands-Free Cellphone Use Policy

Moved by Councillor Amanda Mombourquette, seconded by Councillor Shawn Samson, that the By-law/Policy Committee recommend to Council to repeal the Hands-Free Cellphone Use Policy.

Motion carried.

Deputy Warden Brent Sampson declared a conflict of interest regarding the Dundee Hills Development Wastewater Management District By-law and removed himself from the meeting at 6:18 p.m.

- b) Dundee Hills Development Wastewater Management District By-law  
Moved by Councillor Brian Marchand, seconded by Councillor Amanda Mombourquette, that the By-law/Policy Committee recommend to Council to proceed with the repeal process of the Dundee Hills Development Wastewater Management District By-law.  
Motion carried.

Deputy Warden Brent Sampson returned to the meeting at 6:19 p.m.

5. By-laws/Policy, Re:

- a) Comfort Centres Policy, Re: Updated Appendix B: List of MOCR Comfort Centres, B1: Comfort Centres Map  
Moved by Deputy Warden Brent Sampson, seconded by Councillor Shawn Samson, that the By-law/Policy Committee recommend to Council to adopt the following updated appendices to the Comfort Centre Policy: Appendix B: List of MOCR Comfort Centres and B1: Comfort Centres Map.  
Motion carried.
- b) Low Income Tax Exemption Program Policy  
Moved by Councillor Amanda Mombourquette, seconded by Deputy Warden Brent Sampson, that the By-law/Policy Committee recommend to Council to adopt the amendments to the Low Income Tax Exemption Program Policy as presented, with the addition of a revision to the policy title by inserting the word “Property” before the word “Tax”.  
Motion carried.  
Moved by Deputy Warden Brent Sampson, seconded by Councillor Shawn Samson, that the By-law/Policy Committee recommend to Council to set the household income threshold at \$30,000 and the property tax exemption amount at \$200.00 for the Low Income Property Tax Exemption Program.  
Motion carried.

c) **Municipal Fees Policy**

Moved by Deputy Warden Brent Sampson, seconded by Councillor Amanda Mombourquette, that the By-law/Policy Committee recommend to Council to adopt the Municipal Fees Policy as presented.

Motion carried.

6. **Establishing Priority & Scheduling for the Working List**

Discussion ensued regarding various items on the Working List, including those listed under the Discussion section as well as the By-law/Policy section.

Moved by Councillor Shawn Samson, seconded by Councillor Amanda Mombourquette, that the By-law/Policy Committee recommend to Council to remove Item 21 (Heritage By-law) and Item 22 (Heritage Property Designation Policy) from the Working list.

Motion carried.

Moved by Deputy Warden Brent Sampson, seconded by Councillor Amanda Mombourquette, that the By-law/Policy Committee recommend to Council to remove Item 5 (Roaming Farm Animals) from the Working List.

Motion carried.

Moved by Councillor Amanda Mombourquette, seconded by Councillor Shawn Samson, that the By-law/Policy Committee recommend to Council to remove Item 6 (Animal By-law) from the Working List.

Motion carried

7. **Recommendation(s) to Council**

As noted above, in agenda items 4, 5, and 6.

8. **Adjournment**

There being no further business, the chair adjourned at 6:57 p.m.

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Municipal Clerk

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Chairperson