



By-Law/Policy Committee Meeting

November 12, 2025

Location: Council Chambers

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

Regrets: 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 6:03 p.m.

2. **Approval of the Agenda**

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

Motion carried.

3. **Review of Minutes, Re: October 14, 2025**

Moved by Councillor Brian Marchand, seconded by Councillor Brent Sampson, that the minutes of the October 14, 2025, meeting be adopted as corrected.

Motion carried.

4. **By-Law/Policy:**

a) **Low Income Property Tax Exemption Program Policy - Amendments**

Moved by Councillor Brian Marchand, seconded by Deputy Warden Amanda Mombourquette, that the By-law/Policy Committee recommend to Council to adopt the Low Income Property Tax Exemption Program Policy as presented, with the following changes:

- Remove “(b)” in section 3.2

- Remove “(b)” and replace the words “ in a timely manner “ with “within 2 to 3 weeks” in Section 3.3
- Remove “(See section 6)” in Section 4.2
- Add “, up to the limit approved annually by Council” after the word “property” in Section 5.5
- Replace “August 15th” with “December 31st” in Section 5.6
- Replace “ balance” with “from previous years” in Section 6.1(d)
- Remove section 8.4 and renumber

Motion carried.

- b) Presentations and Delegations Appearing Before the Committee of the Whole or Municipal Council

The Committee agreed to have staff prepare another draft incorporating the changes discussed.

5. Discussion

- a) River Bourgeois Community Services Society regarding a request for funding in the yearly budget for the power/base lights at the River Bourgeois Lighthouse

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that the By-law/Policy Committee recommend to Council to defer the discussion to budget deliberations to consider a \$400 annual contribution.

Motion carried.

6. Recommendation(s) to Council

As noted above, in agenda items 4(a), and 5(a).

7. Adjournment

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

Municipal Clerk

Chairperson