

By-Law/Policy Committee Meeting

January 12, 2026

Location: Council Chambers

Present: Warden Lois Landry, Deputy Warden Amanda Mombourquette, Councillor Brian Marchand, Councillor Brent Sampson, Councillor Shawn Samson, Jason Jankuloski, Citizen Appointee, Kathleen Jeffrey, Director of Finance, Shelley David, Municipal Clerk

Regrets: Troy MacCulloch, Chief Administrative Officer, Chris Boudreau, Director of Public Works, Shannon Mury, Director of Community Development and Recreation

1. Call to Order

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

2. Approval of the Agenda

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

Motion carried.

3. Review of Minutes, Re: December 2, 2025

Moved by Councillor Shawn Samson, seconded by Councillor Brent Sampson, that the minutes of the December 2, 2025, meeting be adopted.

Motion carried.

4. By-Law/Policy:

a) Chief Administrative Officer (CAO) Performance Review

It was the consensus of the Committee to have staff prepare a revised draft that includes the changes discussed.

b) Advertising and Sponsorship Policy

It was the consensus of the Committee to have staff prepare a revised draft that includes the changes discussed.

c) Travel and Expense Policy

It was the consensus of the Committee to defer the remainder of the Travel and Expense Policy review to the next meeting due to time constraints.

d) Strategic Communications Plan

It was the consensus of the Committee to defer the review of the Strategic Communication Plan to the next meeting due to time constraints.

5. Working List

For information only.

6. Recommendation(s) to Council

n/a

7. Adjournment

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

Chairperson

Municipal Clerk