



By-Law/Policy Committee Meeting

February 4, 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, Troy MacCulloch, Chief Administrative Officer, 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 6:00 p.m.

2. Approval of the Agenda

Moved by Councillor Brent Sampson, seconded by appointed member Jason Jankuloskie, that the agenda be approved.

Motion carried.

3. Review of Minutes, Re: January 12, 2026

Moved by Councillor Shawn Samson, seconded by Deputy Warden Amanda Mombourquette, that the minutes of the January 12, 2026, meeting be adopted.

Motion carried.

4. By-Law/Policy:

a) Travel and Expense Policy

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

b) Strategic Communications Plan

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

c) Chief Administrative Officer (CAO) Performance Review

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that the By-Law/Policy Committee recommend to Council to

adopt the Chief Administrative Officer (CAO) Performance Review Policy as presented.

Motion carried.

d) Advertising and Sponsorship Policy

Moved by Councillor Brent Sampson, seconded by Deputy Warden Amanda Mombourquette, that the By-Law/Policy Committee recommend to Council to adopt the Advertising and Sponsorship Policy as presented.

Motion carried.

5. Working List

For information only.

6. Recommendation(s) to Council

As per agenda item 4. (c) and 4. (d).

7. Adjournment

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

Chairperson

Municipal Clerk