



By-law/Policy Committee Meeting

April 14, 2026

Location: Council Chambers

Present: Warden Lois Landry, Deputy Warden Amanda Mombourquette (Virtually), Councillor Brian Marchand, Councillor Brent Sampson, Councillor Shawn Samson, Jason Jankuloski, Citizen Appointee, Shelley David, Municipal Clerk

Regrets: Troy MacCulloch, Chief Administrative Officer, 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 Councillor Shawn Samson, that the agenda be approved.

Motion carried.

3. Review of Minutes, Re: March 16, 2026

Moved by Councillor Shawn Samson, seconded by Councillor Brent Sampson, that the minutes of the March 16, 2026, meeting be adopted.

Motion carried.

4. By-Law/Policy:

a) Dry Fire Hydrants Policy

Moved by Councillor Brian Marchand, seconded by Councillor Shawn Samson, that the By-law/Policy Committee recommend to Council to adopt the Dry Fire Hydrants Policy as presented with the following changes:

- In section 1.1, replace the last sentence to read, "This policy applies to dry fire hydrants installed after January 1, 2024."
- In section 2.4, replace the first sentence to read, "Any dry fire hydrants installed under this policy will be owned by the Municipality."

- In section 3.3 (a), add an “s” to the word hydrant.

Motion carried.

b) 2026-2027 Grants Policy

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Brent Sampson, that the By-law/Policy Committee recommend to Council to adopt the 2026-2027 Grants Policy as presented, with the following change:

- In section 5.4 (c), add the word “applicant” before the word “financial.”

Motion carried.

c) Repeal of the Road Name Change Policy

A discussion ensued on the Road Name Change Policy. It was noted that the Eastern District Planning Commission had identified this policy as no longer compliant.

Moved by Deputy Warden Amanda Mombourquette, seconded by Councillor Shawn Samson, that the By-law/Policy Committee recommend to Council to repeal the Road Name Change Policy.

Motion carried.

Moved by Councillor Brent Sampson, seconded by Councillor Brian Marchand, that the By-law/Policy Committee recommend to Council to refer the development of a new Road Name Change Policy to the By-law/Policy Committee.

Motion carried.

5. Discussion: Re: Business days versus calendar days

A discussion ensued on the use of business days versus calendar days when publishing agendas and meeting packages on the Richmond County website.

Moved by Deputy Amanda Mombourquette, seconded by Councillor Brent Sampson, that the By-law/Policy Committee recommend to Council to revise the Publication of Council, Committee of Council, Committee Reports, and Meeting Packages on Municipal Website Policy as follows:

- In sections 2.3 and 3.7, remove the word “business”.
- In section 2.3, insert the word “either” before the word “Council” and remove the comma after “Council”.

Motion carried.



6. Recommendation(s) to Council

See items 4(a), 4(b), 4(c), and item 5 above.

7. Adjournment

There being no further business, the chair adjourned at 6:49 p.m.

Chairperson

Municipal Clerk