

**By-law/Policy Review Committee Minutes – May 13, 2019 – 6:00 p.m.**

Present: Peter Hopkins, Marco Ancinelli, Don Carmichael, Morley Haskim, Mike Kekkonen

Recording Secretary: Tammy Wylie

Peter Hopkins called the meeting to order at 6:00 p.m.

Moved by: Don Carmichael

Seconded by: Morley Haskim

19-1 That the By-law/Policy Review Committee approve the minutes of the March 11, 2019 and April 5, 2019 meetings as circulated.

Carried

The Committee was called to review the following by-laws and policies:

1. Council Procedural By-law – it was recommended that the Question/Comment Period of the agenda be added to the Agenda for the purpose of allowing members of the public to ask questions/make comments in regards to items listed on the agenda.
2. Fireworks By-law – Section 3.7 to be removed
3. Human Resources Policy & Procedure By-law – it was recommended that an Employee Handbook, which will incorporate of the township’s HR policies, be drafted for Committee review.
4. Draft Fire By-law – minor revision to Section 4.1(f) to replace “bobcat” with a generic name.

Treasurer’s Report regarding Council’s employed status, Council’s ability to opt in to the municipal benefits program and mileage reimbursement was reviewed.

The following by-laws and policies will be discussed at future committee meetings:

June – Noise By-law, Parking By-law, Junk By-law (Clean Yards) & Deposit of Snow & Ice on Roadways By-law

July – Retention By-law, Fees By-law, Procurement Policy

August – Complaint Policy, Donations Policy, Health & Safety Policy, Road Naming Policy

September – HR Policy, Job Descriptions, Council Remuneration By-law

October – Hall Rental By-law, Accountability & Transparency Policy, Sign By-law

November – Road Standards By-law, Dog By-law

Next Committee meeting – June 24, 2019 at 4:00 p.m.

Moved by: Morley Haskim  
Seconded by: Don Carmichael

19-2 That the By-law/Policy Review Committee meeting adjourn at 8:21 p.m.  
Carried

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Chair

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Secretary