BY-LAW & POLICY REVIEW COMMITTEE MEETING
MINUTES

December 2, 2025, 1:00 PM
Municipal Office, 82 Main Street, Rexton, NB, E4W 5N4

1. Call to Order.

The mayor called the meeting to order at 1:00 p.m.

2. Attendance.

IN PERSON: Tina Beers, Mayor
Elaine Warren, Councillor / Ward 4
Rob Webber, Clerk
Tiffany Cail, Assistant Clerk

VIRTUAL : Karen Campbell, Deputy Mayor / Ward 1

3. Approval of Agenda of Committee Meeting on December 2, 2025.

Motion 120225.01
Be it resolved that the By-Law & Policy Review Committee approves the agenda, as submitted by the Clerk, for its committee meeting on December 2, 2025.
Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR WARREN.
MOTION CARRIED.

4. Approval of Minutes of By-Law Committee Meeting on November 17, 2025.

Motion 120225.02
Be it resolved that the By-Law & Policy Review Committee approves the minutes, as submitted by the Clerk, for its committee meeting on November 17, 2025.
Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR WARREN.
MOTION CARRIED.

5. Disclosures of Conflict of Interest.

No disclosures were declared.

6. Business Arising from Prior Meeting.

a. By-Law Review: A.01.01 – Proceedings of Council
(Send to next council meeting – December 9, 2025)

b. By-Law Review: 03-22 – Code of Conduct for the Council of Five Rivers
(Return to Review Committee's next meeting -

c. Policy Review: 24-02 – Employee Handbook
(Return to Review Committee's next meeting -

7. New Business.

a. Policy Review: P.15.01 – Fire Department Administration
(Deferred to next Review Committee Meeting -

b. By-Law Review: By-Law No. xxx – Relating to solid waste collection and disposal services (KRSC)
(Deferred to next Review Committee Meeting -

c. Policy Review: No. 23-04 – Policy No. 23-04 – Policy on Recognition of Staff & Council
(Deferred to next Review Committee Meeting -

8. Adjournment.

Motion 120225.03
Moved by: COUNCILLOR WARREN | Seconded by: DEPUTY MAYOR CAMPBELL.
MOTION CARRIED.

Tina Beers, Mayor

Rob Webber, Clerk