October 5TH, 2023

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE MUNICIPALITY OF MULGRAVE-ET-DERRY, HELD ON OCTOBER 5TH, 2023, AT 8:00 P.M. IN GATINEAU UNDER THE PRESIDENCY OF MAYOR MR. MARCEL BEAUBIEN.

WERE PRESENT: His worship Mayor Marcel Beaubien, Councillors Chantal Soucy, Lorraine Rochon, Gerlad Teske and Roland Barnabé.

MOTIVATED ABSENCES: John Abraham and Charles Meunier

2023-10-126 - OPENING OF THE SESSION

IT IS,
MOVED by Councillor Roland Barnabé;
SECONDED by Councillor Chantal Soucy ;

THAT, these forming a quorum and sitting under the Presidency of His Worship Mayor Marcel Beaubien, and in attendance, the Director General and Clerk-Treasurer Marie-Agnès Lacoste, the meeting is declared open.

ADOPTED UNANIMOUSLY

AGENDA

1. OPENING OF THE SESSION
2. APPROVAL OF THE AGENDA
3. ADOPTION OF THE MINUTES OF SEPTEMBER 07TH, 2023
4. QUESTION PERIOD
5. APPROVAL OF ACCOUNTS
6. CORRESPONDENCE AND REPORTS
7. FILING OF DOCUMENTS
8. NOTICE OF MOTION BY-LAW 2023-13 MODIFYING BY-LAW 2023-10 ESTABLISHING BENEFITS FOR MUNICIPAL EMPLOYEES
9. FILING AND PRESENTATION OF BY-LAW 2023-13
10. ADOPTION OF BY-LAW 2023-11 MODIFYING ZONING BY-LAW 2017-012 (RAISING AND KEEPING AUTHORIZED SMALL ANIMALS)
11. NOTICE OF MOTION BY-LAW 2023-14 MODIFYING ZONING BY-LAW 2017-012/ENLARGEMENT OF ZONE 9-F**
12. ADOPTION OF THE CONFIDENTIALITY POLICY
13. ADOPTION OF THE ADMINISTRATIVE POLICY REGARDING GOVERNANCE RULES IN MATTERS OF PROTECTION OF PERSONAL INFORMATION

14. ACCOUNTING OF THE PPA-CE GRANT ACCOUNT

15. AMENDMENT OF THE 2022 FINANCIAL REPORT – UPDATE OF THE ACCOUNTING OF THE LOCAL ROADWORK MAINTENANCE PROGRAM

16. AUTHORIZATION FOR PAYMENT FOR THE WORK ON CHEMIN MILLER – TECQ 2019-2024

17. APPROVAL OF THE SECOND YEAR OPTION FOR THE SNOW REMOVAL – SUBMISSION FOR MULGRAVE SECTOR 1

18. ADOPTION OF INTERMUNICIPAL AGREEMENTS TO COLLECT AND TRANSPORT RESIDUAL MATTERS WITH NOTRE-DAME-DE-LA-SALETTE AND CANTON DE LOCHABER

19. APPROVAL OF ROAD EXPENSES – CULVERT ROUTE 315

20. ANNULMENT OF THE AGREEMENT WITH CEDA FOR THE CANADA COMMUNITY REVITILIZATION FUND GRANT

21. BUDGET TRANSFERS

22. ADOPTION OF THE MUNICIPALITY'S COAT OF ARMS

23. COMMITTEE REPORTS
    23.1 Public work
    23.2 Public Safety
    23.3 Environment
    35.4 Recreation, culture and communication

24. QUESTION PERIOD

25. VARIA

26. CLOSING OF THE MEETING

2023-10-127 - ADOPTION OF THE AGENDA

IT IS MOVED by Councillor Lorraine Rochon
SECONDED by Councillor Gerald Teske

AND resolved to adopt the agenda as deposited and remains open for any modifications.

ADOPTED UNANIMOUSLY

2023-10-128 - ADOPTION OF THE MINUTES OF SEPTEMBER 07TH, 2023

WHEREAS the members of the council have reviewed the minutes of September 07th,2023;

WHEREAS the members waive the reading of the minutes;

IT IS MOVED by Councillor Lorraine Rochon,
SECONDED by Councillor Gerald Teske;

THAT the Council adopt the minutes of the regular meeting held on September 07th, 2023;

ADOPTED UNANIMOUSLY

QUESTION PERIOD

A. Harvey, R. Bouliane et J.P. Trudel had questions on the removal of containers of the Association du lac-en-Cœur for the installation of bins.

2023-10-129 - APPROVAL OF ACCOUNTS

WHEREAS the Council takes note of the list of accounts payable pursuant to the delegation of authority to Director general and Clerk-treasurer and of the expenses authorized during the Council meeting held the 07th of September and all previous meetings;

WHEREAS the Council received on the 28th of September a copy of the General Ledger updated as of September 27th 2023;

WHEREAS the Council considers the list of accounts payable;

IT IS MOVED by the councillor Chantal Soucy,
SECONDED by the councillor Gerald Teske;

THAT the Council approve the list of accounts payable for the months of September in the total amount of $259,277.18 in cheques (cheque numbers 7452 to 7489 and cheque 7095), and $22,623.59 in salaries.

ADOPTED UNANIMOUSLY

CORRESPONDENCE AND REPORTS

FILING OF DOCUMENTS

NOTICE OF MOTION

Notice of motion is hereby given by the councillor Lorraine Rochon,
of the presentation of the By-Law project no. 2023-13 modifying by-law 2023-10 establishing benefits for municipal employees.

In accordance with article 445 of the Municipal Code, an exemption from reading the by-law project is requested and council is informed that copies of these documents had been previously given to the members of council and that copies are available for consultation at the clerk-treasurer's office as well as on the municipality's website.

FILING AND PRESENTATION OF BY-LAW 2023-13

By-law 2023-13 amends article 4 of By-law 2023-10 for the eligibility requirements for benefits.

2023-10-130 - ADOPTION OF BY-LAW 2023-11 MODIFYING ZONING BY-LAW 2017-012 (RAISING AND KEEPING AUTHORIZED SMALL ANIMALS)

WHEREAS Council deems it necessary and in the public interest to modify certain rules and provisions regarding the presence of small animals on its territory;

WHEREAS a notice of motion was given at a regular meeting of this Council on the 8th of June, 2023;

WHEREAS the adoption of the first project of this by-law occurred on the 31st of August 2023;

WHEREAS a public consultation for this by-law modification was held on the 31st of August, 2023;

WHEREAS subsequent to the public notice provided to all persons entitled to vote, no request for the a public referendum was deposited by said persons;

WHEREAS the adoption of the second project of this by-law occurred the 7th of September, 2023;

IT IS MOVED by the Councillor Chantal Soucy;
SECONDED by the Councillor Roland Barnabé;

THAT Council adopt by-law 2023-11.

ADOPTED UNANIMOUSLY

NOTICE OF MOTION

Notice of motion is hereby given by the councillor Chantal Soucy, of the presentation of the first project for By-Law project no. 2023-14 modifying the zoning By-law 2017-012/Enlargement of Zone 9-F**.

In accordance with article 445 of the Municipal Code, an exemption from reading the first by-law project is requested and council is informed that copies of this first by-law project had been previously given to the members of council.

2023-10-131 - ADOPTION OF THE CONFIDENTIALITY POLICY

WHEREAS the municipality of Mulgrave-et-Derry (henceforth <Municipality>) is a public organisation subject to the *Loi sur l'accès aux documents des organismes publics et sur la protection des renseignements personnels*, RLRQ c. A -2.1 (henceforth « *Loi sur l'accès* ») *;*

WHEREAS the Municipality is committed to the protection of personal information that it collects and manages within its activities completed in accordance with applicable laws and regulations;

WHEREAS that the *Loi sur l'accès* includes a provision that a public organization, including municipal governments, must have a confidentiality policy if it gathers personal information using technology;

WHEREAS such a policy must be published on the Municipality's website as well as any means in order that reaches all concerned persons;

WHEREAS such a policy applies in a complementary manner to the *Politique administrative concernant les règles de gouvernance en matière de protection des renseignements personnels de la Municipalité* ;

IT IS MOVED by the Councillor Lorraine Rochon;
SECONDED by the Councillor Roland Barnabé;

THAT Council adopts the Politique de confidentialité (Confidentiality Policy)**.**

ADOPTED UNANIMOUSLY

2023-10-132 - ADOPTION OF THE ADMINISTRATIVE POLICY REGARDING GOVERNANCE RULES IN MATTERS OF PROTECTION OF PERSONAL INFORMATION

WHEREAS the municipality of Mulgrave-et-Derry (henceforth <Municipality>) is a public organisation subject to the *Loi sur l'accès aux documents des organismes publics et sur la protection des renseignements personnels*, RLRQ c. A -2.1 (henceforth « *Loi sur l'accès* ») *;*

WHEREAS the Municipality is committed to the protection of personal information that it collects and manages within its activities completed in accordance with applicable laws and regulations;

WHEREAS in 2022, the Municipality employed, on average, 50 salaried employees or less, and that it is not therefore subject to the obligation to create a committee on access to information and protection of personal information stipulated in the by-law which excludes certain public organisations from the creation of a committee on access to information and protection of personal information;

WHEREAS to fulfill its obligations provided for in the *Loi sur l'accès,* institutes the present *Politique de confidentialité de la Municipalité de Mulgrave-et-Derry.*

IT IS MOVED by the Councillor Chantal Soucy;
SECONDED by the Councillor Gerald Teske;

THAT Council adopts the administrative policy regarding the rules of governance in matters of protection of personal information.

ADOPTED UNANIMOUSLY

2023-10-133 - ACCOUNTING OF THE PPA-CE GRANT ACCOUNT

WHEREAS the Municipality has been informed of the parameters for the application for the Projets particuliers d'amélioration (PPA) du Programme d'aide à la voirie locale (PAVL) and commits to respecting these;

WHEREAS the road system for which a request for financial assistance has been provided is under municipal responsibility and is eligible for the PAVL;

WHEREAS the work has been completed in the year which has been approved by the Minister;

WHEREAS the work or the inherent costs are eligible for PAVL funding;
WHEREAS the form for accounting of expenses V-0321 has been duly completed;

WHEREAS the transmission of the accounting of costs for the projects was completed a the end of the work or at the latest by the 31st of December, 2023 of this year as approved by the Minister;

WHEREAS the payment is conditional on the Minister's approval of the accounting of costs related to this project;

WHEREAS the accounting of costs is deemed to be in conformity, the Minister will provide a payment to municipalities based on the list of work approved, without exceeding the maximum amount of assistance as noted in the announcement letter;

WHEREAS other sources of financing for the work have been declared;

IT IS MOVED by the Councillor Lorraine Rochon
SECONDED by the Councillor Chantal Soucy;

THAT the Council of Mulgrave-et-Derry approves the expenses in the amount of $1,185.91 related to the improvement work and eligible fees therein, mentioned in the V-0321 form, in conformity with the requirements of the ministère des Transports du Québec, and recognizes that in the event on non-conformity, the financial assistance will be terminated.

ADOPTED UNANIMOUSLY

2023-10-134 AMENDMENT OF THE 2022 FINANCIAL REPORT – UPDATE OF THE ACCOUNTING OF THE LOCAL ROADWORK PROGRAM

WHEREAS the ministère des Transports has provided the sum of $320,613 for the maintenance of local roads for the calendar year 2022

WHEREAS the funds provided to the Municipality for the regular and preventive maintenance of local roads 1 and 2 as well as bridges located on these roads, which are the responsibility of the Municipality;

IT IS MOVED by the Councillor Gerald Teske;
SECONDED by the Councillor Roland Barnabé;

THAT the Municipality of Mulgrave-et-Derry informs the ministère des Transports of the use of the funds provided for the regular and preventive maintenance of local roads 1 and 2 as well as bridges located on these roads, which are the responsibility of the Municipality, in conformity with the objectives of the Entretien des routes locales(Local Roadwork) program.

ADOPTED UNANIMOUSLY

2023-10-135 - AUTHORIZATION FOR PAYMENT FOR THE WORK ON CHEMIN MILLER – TECQ 2019-2024

WHEREAS the engineer has completed the visit for the provisional acceptance of the work;

WHEREAS the final invoices of $2,923.90 + taxes and the retainer of 5% which is $16,625.17+ taxes;

WHEREAS the recommendation to pay the engineer assigned to this work;

IT IS MOVED by the Councillor Chantal Soucy
SECONDED by the Councillor Gerald Teske;

THAT Council approves payment of both invoices;

THAT this expense be allocated to the non-allocated surplus.

ADOPTED UNANIMOUSLY

2023-10-136 - APPROVAL OF THE SECOND YEAR OPTION FOR THE SNOW REMOVAL – SUBMISSION FOR MULGRAVE SECTOR 1

WHEREAS the call for tenders for the snow removal with option for a second year is completed;

WHEREAS French Excavation has deposited a submission, which was in conformity with the tender and which resulted in the awarding of the contract for the first year and not for the second year, which was as an option.

IT IS MOVED by the Councillor Chantal Soucy;
SECONDED by the Councillor Lorraine Rochon;

THAT Council awards the snow removal contract for Sector 1 to French Excavation for the year 2024-2025.

ADOPTED UNANIMOUSLY

2023-10-137 - ADOPTION OF INTERMUNICIPAL AGREEMENTS TO COLLECT AND TRANSPORT RESIDUAL MATTERS WITH NOTRE-DAME-DE-LA-SALETTE AND CANTON DE LOCHABER

WHEREAS the contract for collection and transportation of residual matters ends on the 31st of December, 2023;

WHEREAS increase in costs have occurred over the last three years;

WHEREAS Council wishes to have in place intermunicipal service agreements in order to reduce these costs while maintaining a quality of service, as a cost control measure;

WHEREAS Council modifies the calendar of residual matter collection as to maximize the collection of recyclables and meet legal requirements;

WHEREAS considering the waste tonnage, reduction targets for matters sent to landfill, and the Council's wish to control expenditures, a residual matter collection schedule every two weeks is deemed adequate;

WHEREAS Council wishes to facilitate for the citizens the disposal of the wooden garbage containers as well as waste matter containers in order to meet legal, provincial and budget requirements of the municipality, and that in the maintenance of a weekly waste matter collection during the summer 2024 season would facilitate the citizens adaptation to these changes;

WHEREAS the municipality of Notre-Dame-de-la-Salette can collect and transport the residual matter for the Derry sector at a cost of $39,900;

WHEREAS the municipality of Canton de Lochaber can collect and transport the residual matter for the Mulgrave sector at a cost of $49,958;

WHEREAS Transport sanitaire Hayes will complete 9 collections in the Mulgrave sector in addition to Canton de Lochaber (extra collections during the summer) for a cost of $13,500+taxes;

WHEREAS maintaining residual matter collection during the summer months represents an additional cost of $17,678 for the municipality for all of its territory;

WHEREAS the entirety of these agreements for the year 2024 represent a saving of more than $15,000 in comparison to the cost paid in 2023 and for a larger number of collection dates;

IT IS MOVED by the Councillor Chantal Soucy;
SECONDED by the Councillor Lorraine Rochon;

THAT Council approves the intermunicipal agreements with Notre-Dame-de-la-Salette and Canton de Lochaber;

THAT Council approves the submission from Transport sanitaire Hayes.

ADOPTED UNANIMOUSLY

2023-10-138 - APPROVAL OF ROAD EXPENSES – CULVERT ROUTE 315

WHEREAS three (3) culverts need to be replaced on Route 315;

WHEREAS budget costs for the installation is estimated at $6,000+taxes;

IT IS MOVED by the Councillor Roland Barnabé;
SECONDED by the Councillor Gerald Teske;

THAT Council approves the budget for the replacement of these culverts.

ADOPTED UNANIMOUSLY

2023-10-139 - ANNULMENT OF THE AGREEMENT WITH CEDA FOR THE CANADA COMMUNITY REVITILIZATION FUND GRANT

WHEREAS the project for the multifunctional center started at the beginning of 2019;

WHEREAS Council sought funding to finance a part of this project in 2021,

WHEREAS Council obtained from L'Agence de développement économique du Canada (ADEC)/ Canada Economic Development Agency(CEDA) in 2022 a grant in the amount of $601,045 for the construction of a multifunctional center to be completed at the latest by March 2024;
WHEREAS in 2023 Council obtained a grant from the ministère des Municipalités et de l'habitation (MAMH) for 78% of the project, a grant which covers the majority of the project and allowing to rework the concept;

WHEREAS Council wishes to use this second grant to finalize a project adapted to the needs of the municipality and for future needs, while maintaining a balanced budget;

WHEREAS the timelines prescribed in the CEDA program are not compatible with the timelines related to building the final submission for the MAMH grant, as well as preliminary work required prior to beginning of the construction of a building;

IT IS MOVED by the Councillor Chantal Soucy
SECONDED by the Councillor Roland Barnabé;

THAT Council annuls the grant agreement with CEDA.

ADOPTED UNANIMOUSLY

<u>2023-10-140 - BUDGET TRANSFERS</u>

IT IS MOVED by the Councillor Roland Barnabé;
SECONDED by the Councillor Gerald Teske;

THAT Council approves the transfert in the amount of $4,700 from the account ''Gestion de documents et archives '' to the account ''Publicité et information'' within the 2023 budget;

THAT Council approves the transfer in the amount of $770 from the account ''Gestion de documents et archives '' to the account ''Formation et perfectionnement administration" within the 2023;

THAT Council approves the transfer in the amount of $6,500 from the account ''Gestion de documents et archives '' to the account ''Rémunération DGA, commis'' within the 2023 budget;

THAT Council approves the transfer in the amount of $10,000 from the account "Services juridiques '' to the account ''Rémunération DGA, commis '' within the 2023 budget;

THAT Council approves the transfer in the amount of $3,655 from the account "Rémunération DG '' to the account ''Rémunération DGA, commis '' within the 2023 budget;

THAT Council approves the transfer in the amount of $1,850 from the account "Rémunération DG'' to the account ''Sinistre verglas'' within the 2023 budget;

THAT Council approves the transfer in the amount of $1,950 from the account "Rémunération DG" to the account "Sinistre inondations" within the 2023 budget;

THAT Council approves the transfer in the amount of $1,545 from the account "Rémunération DG" to the account ''Vérificateur Recyc-Québec'' within the 2023 budget;

THAT Council approves the transfer in the amount of $3,500 from the account "Épursol '' to the account "Services scientifiques et de génie'' within the 2023 budget;

THAT Council approves the transfer in the amount of $8,500 from the account "Épursol '' to the account "Contribution Tricentris'' within the 2023 budget;

THAT Council approves the transfer in the amount of $13,500 from the account "Épursol '' to the account "Rémunération voirie'' within the 2023 budget;

THAT Council approves the transfer in the amount of $5,000 from the account "Épursol '' to the account " Signalisation routière'' within the 2023 budget;

ADOPTED UNANIMOUSLY

2023-10- 141 - ADOPTION OF THE MUNICIPALITY'S COAT OF ARMS

WHEREAS in 2019 a working group was formed to draft the coat of arms of the municipality, comprised of Michael Kane, Don Smallian, Julie Cullen, Sharon Laird, Shirley Arthurs and Marie-France Gareau;

WHEREAS the working group filed with the Canadian Heraldic Authority a registration, and that this registration is definitive;

WHEREAS Council approves in hindsight the coat of arms so as to legalize its status;

IS MOVED by the Councillor Lorraine Rochon
SECONDED by the Councillor Roland Barnabé;

THAT Council adopts the municipal coat of arms.

ADOPTED UNANIMOUSLY

COMMITTEE REPORTS

23.1 Public Work
23.2 Public Safety
23.3 Environment
23.4 Recreation, Culture, and Communications

QUESTION PERIOD

L. Bastrash, L. Gingras, J. Dion, S. Achtell and M. F. Gareau had questions on the notice of motion for by-law 2023-14, private roads, waste disposal bins and access to the list of cheques.

VARIA

Lorraine Rochon informed council that a complaint has been filed by citizens to the Office de la langue française in regard to an older municipal sign a the limit with Ripon because it does not include the hyphens in the name Mulgrave-et-Derry.

Gerald Teske proposed that the question period be structured so that citizens can be heard on the multiple subjects and points they bring forth.

2023-10 -142- CLOSING OF THE MEETING

The agenda being covered;

IT IS MOVED by the Councillor Roland Barnabé;
SECONDED by the Councillor Gerald Teske;

THAT the meeting be adjourned at 09:10 p.m.

ADOPTED UNANIMOUSLY

_____	_____
Marcel Beaubien Mayor	Marie-Agnès Lacoste Director General and Clerk-Treasurer

SIGNING OF RESOLUTIONS BY THE MAYOR

I, Marcel Beaubien, Mayor of Mulgrave-et-Derry, certify that the signing of these minutes is equivalent to the signing by me of all the resolutions contained therein within the meaning of Section 142(2) of the Municipal Code of Quebec.