

January 12, 2022

MINUTES OF A REGULAR MEETING OF THE COUNCIL OF THE MUNICIPALITY OF MULGRAVE-ET-DERRY, HELD JANUARY 12TH, 2022, AT 8 P.M. IN GATINEAU, QUEBEC, UNDER THE PRESIDENCY OF MAYOR MARCEL BEAUBIEN.

WERE PRESENT: His Worship Mayor Marcel Beaubien and Councillors; John Abraham, Charles Meunier, Gerald Teske, Chantal Soucy and Lorraine Rochon.

REGRETS: Roland Barnabé

1. OPENING OF THE SESSION

These forming a quorum and sitting under the presidency of His Honor Mayor Marcel Beaubien, also present the interim director general and secretary-treasurer, Paul St-Louis, the meeting was declared open.

AGENDA

1. OPENING OF THE SESSION
2. APPROVAL OF THE AGENDA
3. APPROVAL OF THE MINUTES OF DECEMBER 01ST, 2021
4. QUESTION PERIOD
5. APPROVAL OF ACCOUNTS
6. CORRESPONDENCE
7. DEPOSITION OF THE DECLARATIONS OF PECUNIARY INTERESTS OF COUNCIL MEMBERS
8. RESOLUTION SIGNATORIES SCOTIA BANK
9. RESOLUTION SIGNATORIES CAISSE POPULAIRE
10. RESOLUTION SIGNATORIES FOR THE FEDERAL PROGRAM CANADA COMMUNITY REVITALIZATION FUND (CCRF)
11. RESOLUTION PARC DES MONTAGNES NOIRES DE RIPON
12. RESOLUTION SNOW REMOVAL CONTRACT FOR MULGRAVE SECTOR
13. RESOLUTION HIRING THE ACCOUNTING CLERK
14. RESOLUTION HIRING THE ADMINISTRATIVE ASSISTANT
15. RESOLUTION ACCEPTING THE ADDITION OF THE 'RÉMUNÉRATION' SECTION TO THE WORK CONDITION POLICY
16. RESOLUTION ADOPTION OF THE SALARY GRID

17. RESOLUTION INTEGRATION OF THE EMPLOYEES IN THE 2022 SALARY GRID
18. RESOLUTION TO INCORPORATE THE INTERIM DIRECTOR GENERAL AND SECRETARY-TREASURER IN THE 2022 SALARY GRID
19. RESOLUTION ELECTED OFFICIALS SALARIES
20. RESOLUTION RÉSEAU BIBLIO DE L'OUTAOUAIS
21. NOTICE OF MOTION TO ACCEPT SQ STANDARDIZED BY-LAWS
22. NOTICE OF MOTION TO ADOPT CODE OF ETHICS FOR ELECTED OFFICIALS AND EMPLOYEES OF THE MUNICIPALITY
23. COMMITTEE REPORTS
 - 23.1 Public works
 - 23.2 Public security
 - 23.3 Environment
 - 23.4 Recreation, culture, and communication
24. CLOSURE OF THE MEETING

2. APPROVAL OF THE AGENDA

2022-01-001

IT IS MOVED by John Abraham, **SECONDED** by Lorraine Rochon and resolved to adopt the agenda as deposited with the addition of item 22 regarding a notice of motion to adopt the code of ethics for elected officials and municipal employees.

ADOPTED UNANIMOUSLY

3. APPROVAL OF THE MINUTES OF DECEMBER 01ST, 2021

2022-01-002

WHEREAS the members of the council have reviewed the minutes of the regular meeting of December 1st, 2021;

WHEREAS the members waive the reading of the minutes;

IT IS MOVED by Charles Meunier , **SECONDED** by Gerald Teske and resolved to accept the minutes of the regular meeting of December 01st, 2021.

ADOPTED UNANIMOUSLY

4. QUESTION PERIOD

5. APPROVAL OF THE ACCOUNTS

2022-01-003

WHEREAS the council takes note of the list of accounts paid under the delegated authority for expenditures by the interim director general and secretary-treasurer,

IT IS MOVED by Chantal Soucy,

SECONDED by Lorraine Rochon and resolved to approve the lists of accounts and authorize their payment.

Accounts attributed to 2021.

6683	ÉPURSOL	93212 21-07-2021	28 651.78 \$
6684	Chef Moreno l'expérience	TRAITEUR REPAS DES FÊTES	724.34 \$
6685	Receveur Général du Canada	REMISES DE L'EMPLOYEUR	1 139.43 \$
6686	Ministre du Revenu du Québec	REMISES DE L'EMPLOYEUR	3 250.49 \$
6639	CLAUDE PHILIPPE	LOYER JANVIER 2022	2 010.00 \$
6687	Clayton Berndt Excavation Inc.	DÉNEIGEMENT 66 JOURS	1 467.35 \$
6688	Emile Charette & Fils Ltée	BARRE À CLOUS	35.25 \$
6689	Beaubien Marcel M.	KILOMÉTRAGE	229.32 \$
6690	Bell Canada	819 281 5600 (25-11-21)	218.88 \$
6691	Imprimerie Papineauville Inc.	COMPTEUR #2	179.08 \$
6692	Dépanneur Mauzeroll	TIMBRES	240.89 \$
6693	Québec Municipal	ABONNEMENT ANNUEL	172.46 \$
6694	Pierre-Yves Guay	ANALYSE PROTECTION	862.31 \$
6695	HYDRO QUÉBEC	BUREAU	739.18 \$
6696	ADTEX enr., Direction de la gestion Fonds	SITE WEB DÉCEMBRE 2021	51.74 \$
6697		MUTATION	5.00 \$
6698	DHC Avocats	CONSULTATIONS GÉNÉRALES	773.03 \$
6699	Microrama Informatique Inc.	Backup	481.12 \$
6700	Randy Miller	KILOMÉTRAGE	1 398.28 \$
6701	Agritibi R.H. Inc	WATER ALARM, FUEL FILER KIT	345.17 \$
6702	Paul St-Louis	FEUILLE DE TEMPS 27-11 AU 31-	4 500.00 \$
6703	Bélanger Renée	FEUILLE DE TEMPS 27-11 AU 31-	2 120.00 \$
6704	LORRAINE ROCHON	CADEAUX MR MAIRE (SON	288.59 \$
6705	INTERNET PAPINEAU	INSTALLATION CABLE AU	322.63 \$
6706	MUNICIPALITÉ MULGRAVE-	INTERET DE MARGE DE CRÉDIT	3 000.00 \$
6707	Infotech	CONTRAT SOUTIEN 2022	6 087.93 \$
6708	Serv. Sanitaires Richard	RECYCLAGE	9 226.91 \$
6709	Bell Canada	530720363	312.48 \$
6710	Excavation J.B.G. Lajeunesse	DÉNEUEMENT DERRY	24 345.96 \$
6711	Fournitures de Bureau Denis	CHEMISE, MASQUE PLISSE,	287.86 \$
6712	ADMQ	RENOUVELLEMENT ADHÉSION	569.13 \$
6713	Microrama Informatique Inc.	RENOUVELLEMENT LICENCE	1 260.99 \$
Total of payments attributed to account 54-112-00-000			95 297.58 \$

Accounts attributed to 2022

202200032	INFOTECH	CONTRAT SOUTIEN 2022	6 087.93 \$
202200033	Serv. Sanitaires Richard Lanthier	RECYCLAGE	9 226.91 \$
202200034	Bell Canada	530720363	312.48 \$
202200035	Excavation J.B.G. Lajeunesse	DÉNEUEMENT DERRY	24 345.96 \$
202200036	Fournitures de Bureau Denis	CHEMISE, MASQUE PLISSE,	287.86 \$
202200037	ADMQ	RENOUVELLEMENT ADHÉSION	569.13 \$
	Microrama Informatique Inc.	RENOUVELLEMENT LICENCE	1 260.99 \$
		Total of amount to authorize	42 091.26 \$

Total of payroll cheques for period of December 1 to December 31, 2021
8 430.22\$

ADOPTED UNANIMOUSLY

6. CORRESPONDENCE**7. DEPOSITION OF DECLARATIONS OF PECUNIARY INTERESTS OF COUNCIL MEMBERS.****8. RESOLUTION – SIGNATORIES SCOTIA BANK****2022-01-004**

WHEREAS there is a requirement, due to the November 7th, 2021 municipal elections, to update the signatories authorized for account number 00356 00180 15 of the municipality of Mulgrave-et-Derry at the Scotia Bank

IT IS,

MOVED by Charles Meunier

SECONDED by Gerald Teske

THAT the municipality of Mulgrave-et-Derry designates the following persons as signatories for the above-named account:

M. Marcel Beaubien, Mayor, Ms. Chantal Soucy, Acting Mayor, Ms. Isabelle Cusson, Director general and secretary-treasurer, M. Paul St-Louis, Interim Director general and secretary-treasurer and Anne Pilon, Assistant Director general and secretary-treasurer.

AND that by this resolution M. Michael Kane be removed as a signatory.

ADOPTED UNANIMOUSLY

9.RESOLUTION SIGNATORIES CAISSE POPULAIRE

2022-01-005

WHEREAS there is a requirement, due to the November 7th, 2021 municipal elections, to update the signatories authorized for account number 82507 of the municipality of Mulgrave-et-Derry at the Caisse Desjardins, and that this is a summary of the motion,

IT IS

MOVED by John Abraham

SECONDED by Charles Meunier

THAT the municipality of Mulgrave-et-Derry designates the following persons as signatories for the above-named account:

M. Marcel Beaubien, Mayor, Ms. Chantal Soucy, Acting Mayor, Ms. Isabelle Cusson, Directrice-générale and secrétaire trésorière, M. Paul St-Louis, Directeur-général and secrétaire-trésorier par intérim and Anne Pilon, assistante directrice générale et secrétaire trésorière.

Further that all authority related to these above-mentioned municipality representatives be exercised in the following manner:

- Two signatures of any of the above-name representatives.

And that by this resolution, M. Michael Kane be removed as a signatory.

ADOPTED UNANIMOUSLY

10. RESOLUTION SIGNATORIES FOR THE FEDERAL PROGRAM CANADA COMMUNITY REVITALIZATION FUND (CCRF)

2022-01-006

WHEREAS a new federal financing program (FCEC) can provide a grant up to the amount of 750 000.00\$ for a municipal multifunctional building;

IT IS,

MOVED by Lorraine Rochon

SECONDED by Chantal Soucy;

THAT the council of the municipality of Mulgrave-et-Derry authorises the mayor to do the follow-up on a grant application to the CCRF for the municipality of Mulgrave-et-Derry;

THAT the municipality of Mulgrave-et-Derry designates Mrs. Isabelle Cusson, Director General and Secretary-treasurer and Mr. Paul St-Louis, Interim Director General and Secretary-treasurer as the authorised persons to act in her name to sign all pertinent documents regarding the above-mentioned project.

Councillors Charles Meunier and Gerlad Teske gave notice of their objection.

ADOPTED BY MAJORITY

11. RESOLUTION PARC DES MONTAGNES NOIRES DE RIPON

2022-01-007

IT IS

MOVED by: Charles Meunier

SECONDED by: Gerald Teske

THAT the project Ski les Montagnes Noires in conjunction with its collaborators offers services and access to the ski trails, rental equipment, parking as well as certain other services at no costs for the collaborators;

THAT the council of Mulgrave-et-Derry accepts to participate in the proposed project regarding Ski Montagnes Noires for its citizens in the amount of \$700.00 for the period of 1st of November 2021 to 30th of April, 2022, and that the Mayor be authorized to sign the said agreement.

ADOPTED UNANIMOUSLY

12. RESOLUTION SNOW REMOVAL CONTRACT FOR MULGRAVE SECTOR

2022-01-008

WHEREAS the municipality of Mulgrave-et-Derry has proceeded in a request for tender for snow removal and winter road maintenance of the Mulgrave Sector issued by the SEAO, and that the municipality has opened publicly the bid received for the Mulgrave sector, and that the bid received is the following:

- Clayton Berndt Excavation Inc.: season 2021-2022 \$297,689.46 and season 2022-2023 \$491,963.84

IT IS,

MOVED by Charles Meunier

SECONDED by John Abraham

THAT the contract for the snow removal and winter road maintenance of municipal roads in the Mulgrave sector of the Municipality of Mulgrave-et-Derry for the 2021-2022 and 2022-2023 seasons in the amount of \$ 789,653.30 (including taxes), be and is given to Clayton Berndt Excavation Inc., according to the specifications and in conformity with the standards specified in the request for tender and that this present resolution act as a binding contract between both parties.

ADOPTED UNANIMOUSLY

13. RESOLUTION HIRING THE ACCOUNTING CLERK

2022-01-009

IT IS

MOVED by: Chantal Soucy

SECONDED by: Lorraine Rochon

THAT the council confirm the hiring of Ms. Madone Lavergne as accounting clerk retroactive to October 6, 2021, to assist the administration in its' duties.

ADOPTED UNANIMOUSLY

14. RESOLUTION HIRING THE ADMINISTRATIVE ASSISTANT

2022-01-010

THAT the council confirm the hiring of Ms. Renée Bélanger as administrative assistant retroactive to October 18th, 2021, to assist the administration in its' duties.

IT IS

MOVED by: Charles Meunier

SECONDED by: Gerald Teske

ADOPTED UNANIMOUSLY

**15. RESOLUTION ACCEPTING THE ADDITION OF THE
'POLITIQUE DE RÉMUNÉRATION – ENTRÉ EN VIGUEUR ET RÉVISION DES
RÈGLES' SECTION TO THE WORK CONDITION POLICY**

2022-01-011

IT IS

MOVED by: Chantal Soucy

SECONDED by: Charles Meunier

THAT the 'Politique de Rémunération – Entrée en vigueur et révision des règles' section be added to the existing Work Condition Policy.

ADOPTED UNANIMOUSLY

16. RESOLUTION ADOPTION OF THE SALARY GRID

2022-01-012

IT IS

MOVED by: Lorraine Rochon

SECONDED by: Chantal Soucy

THAT the employee salary grid dated January 1st, 2022 be tabled and adopted. Furthermore, that the salary grid be integrated to the Work Condition Policy.

ADOPTED UNANIMOUSLY

**17. RESOLUTION INTEGRATION OF THE EMPLOYEES IN THE
2022 SALARY GRID**

2022-01-013

IT IS

MOVED by: Charles Meunier

SECONDED by: John Abraham

That the municipal employees be integrated into the salary grid adopted in resolution 2022-01-012 in the manner listed below:

- Russell Pfiel - Journalier de la voirie - Échelon 9 - Année 2022
Randy Miller - Contremaître des travaux publics - Échelon 8 - Année 2022
- Kaylea Legault – étudiante administration – Année 2022
- Madone Lavergne – Commis comptable – Échelle de l’assistante Directrice générale et secrétaire trésorière – Échelon 3 - Année 2022
- Renée Bélanger – Adjointe Administrative - Échelle de l’assistante Directrice générale et secrétaire trésorière – Échelon 3 - Année 2022
- Anne Pilon – Assistante Directrice générale et secrétaire-trésorière - Échelon 9 - Année 2022
- Isabelle Cusson – Directrice Générale et secrétaire trésorière - Échelon 10 - Année 2022

ADOPTED UNANIMOUSLY

**18. RESOLUTION TO INCORPORATE THE DIRECTEUR GÉNÉRAL
AND SECRÉTAIRE TRÉSORIER PAR INTÉRIM IN THE 2022
SALARY GRID**

2022-01-014

IT IS

MOVED by: Charles Meunier

SECONDED by: Gerald Teske

THAT the council approves the integration into the salary grid of Paul St-Louis, Interim Director General and Secretary-Treasurer as of January 01, 2022 at Echelon 10.

ADOPTED UNANIMOUSLY

19. RESOLUTION ELECTED OFFICIALS SALARIES

2022-01-015

WHEREAS the council suggests that Mulgrave-and-Derry's municipal mayor, acting mayor and councillors' 2022 salaries and expense accounts be revised in accordance with the following terms:

MAYOR		
Base salary	:	\$ 9 409,28
Expense account	:	<u>4 704,59</u>
TOTAL		<u>\$14 113,87</u>

ACTING MAYOR		
Base salary	:	\$ 4 181,87
Expense account	:	<u>\$ 2 090,93</u>
TOTAL		<u>\$6 272,80</u>

COUNCILLORS		
Base salary	:	\$ 3 136,41
Expense account	:	<u>\$ 1 568,21</u>
TOTAL:		<u>\$ 4 704,62</u>

IT IS,

MOVED by John Abraham

SECONDED by Lorraine Rochon

THAT the Mayor, Acting Mayor's and councillors' annual salaries and expense accounts be established as described above, and to which a cost-of-living indexation of 5,2 % was added for 2022.

AND THAT the Mayor, as well as every of council member that must participate in meetings other than the monthly council meetings, are eligible for travel allowance for which they can provide supporting documents.

ADOPTED UNANIMOUSLY

20. RESOLUTION RÉSEAU BIBLIO DE L'OUTAOUAIS

2022-01-016

WHEREAS the municipality has an agreement with Réseau BIBLIO and that the municipality is required to appoint two persons to represent them, one being an elected official and the other being a person responsible for the library,

IT IS

MOVED by: Chantal Soucy

SECONDED by: Gerald Teske

THAT Marcel Beaubien and Lorraine Rochon represent the municipality at Réseau BIBLIO.

ADOPTED UNANIMOUSLY

21. NOTICE OF MOTION TO ACCEPT SQ STANDARDIZED BY-LAWS

Notice of motion is given by mayor Marcel Beaubien, that at a subsequent meeting the Sûreté du Québec standardized by-laws will be presented for adoption:

- Règlement SQ21-001 – Stationnement/Parking
- Règlement SQ21-002 – La paix et l'ordre/Peace and order
- Règlement SQ21-003 – Nuisances/Nuisance
- Règlement SQ21-004 – Colportage/Peddling-Door to door sales
- Règlement SQ21-007 – Alarmes/Alarms

I request a reading exemption of the by-laws listed above, in conformity with article 445 of the 'Code Municipal' et I am informing the members of council that copies of the by-laws have been provided to them and that furthermore, copies are available at the office of the secretary-treasurer for their consultation.

22. TO ADOPT A CODE OF ETHICS FOR ELECTED OFFICIALS AND EMPLOYEES OF THE MUNICIPALITY

Notice of motion is given by Chantal Soucy that at a subsequent council meeting the following by-laws will be presented for adoption:

- RÈGLEMENT 2022-01- CODE D'ÉTHIQUE ET DE DÉONTOLOGIE DES ÉLUS DE LA MUNICIPALITÉ DE MULGRAVE-ET-DERRY
- RÈGLEMENT 2022-02 CODE D'ÉTHIQUE ET DE DÉONTOLOGIE DES EMPLOYÉS ET FONCTIONNAIRES MUNICIPAUX

I request a reading exemption of the by-laws listed above, in conformity with article 445 of the 'Code Municipal' et I am informing the members of council that copies of the by-laws have been provided to them and that furthermore, copies are available at the office of the secretary-treasurer for their consultation.

23. COMMITTEE REPORTS

- 23.1 Public works
- 23.2 Public security
- 23.3 Environment
- 23.4 Recreation, culture, and communication

24. CLOSURE OF THE MEETING

2022-01-017

The agenda being completed, **IT IS MOVED** by Charles Meunier , **SECONDED** by Chantal Soucy **THAT** the meeting be adjourned.
ADOPTED UNANIMOUSLY

Marcel Beaubien
Mayor

Paul St-Louis
Interim Director general and
Secretary-treasurer

