

Minutes of the Council of the Municipality of Mulgrave-et-Derry

MUNICIPALITY OF MULGRAVE-ET-DERRY REGULAR MEETING OCTOBER 2, 2025

In case of discrepancy, the French version prevails over the English translation.

AGENDA

- 1. Opening of the meeting**
- 2. Adoption of the agenda**
- 3. Follow-up(s) to the last Council meeting**
- 4. Address by the mayor and correspondence**
 - 4.1 Mayor's Speech
 - 4.2 Correspondence
- 5. Citizens' Question Period**
- 6. Registry and Legal Affairs**
 - 6.1 Adoption of the minutes of the regular meeting of September 4, 2025, and the special meeting of September 25th, 2025
 - 6.2 ÉEQ intermunicipal agreement
 - 6.3 Changes the dates of the November and December meetings
 - 6.4 Accounting mandate – CPA, Raymond, Chabot, Grant, Thornton
 - 6.5 Mandate – offer of service from the law firm Deveau, Dufour, Mottet
 - 6.6 Call for tenders for snow removal services, Sector 1 Mulgrave
 - 6.7 Call for tenders for snow removal services, Sector 2 Mulgrave
 - 6.8 Mandate to Deveau, Dufour, Mottet, in connection with mandatory ethics training and the role of elected officials
- 7. Human Resources**
 - 7.1 Employee and elected officials' recognition evening
- 8. Finances – treasury**
 - 8.1 Selected list of checks, debits, and direct deposits
 - 8.2 Statement of accounts
 - 8.3 Detailed financial report as of September 15th, 2025
 - 8.4 Deposits from the 2024-2025 financial report
 - 8.5 Closure of the institutional line of credit at Desjardins - Account number 82507
- 9. Civil security and fire safety**
 - 9.1 Monthly Report of the Fire Department Director
- 10. Public Works**
 - 10.1 Monthly report from the Director of Public Works/Roads
- 11. Urban planning, development and environment**
 - 11.1 Monthly report from inspector of the urban planning and environment department
 - 11.2 Withdrawal of the notice of violation located at 574, chemin du Lac-aux-Brochets, Municipality of Mulgrave-et-Derry
- 12. Communication, leisure and culture**
 - 12.1 Monthly report from the Director of Communications
 - 12.2 Website hosting service offer

13. Notice of motion, regulations

- 13.1 Adoption of the regulation creating a financial reserve for the construction and repair of road infrastructure, as well as all other expenses related to the road service – Chemin Smallian
- 13.2 Adoption of the regulation relating to surpluses and fixed asset working capital
- 13.3 Adoption of the regulation relating to the delegation of authority and budgetary control monitoring
- 13.4 Adoption of the regulation relating to the occupation and maintenance of buildings

14. Miscellaneous Business

- 14.1 Adoption of the minutes from the regular meeting held on October 2, 2025
- 14.2 Dissolution of the municipal council

15. Citizens' Question Period

16. Council Members' Question and Comment Period

17. Adjournment

Note: In case of conflict in the interpretation of the translation, French prevails.

MINUTES

Regular meeting of the Council of the Municipality of Mulgrave-et-Derry, held on **October 2nd, 2025**, at in the council chamber located at 560 Ave de Buckingham, in Gatineau, with Councilors Lorraine Rochon, Chantal Soucy, Councilor Gerald Teske, John Abraham and Charles Meunier present.

Forming a quorum under the chairmanship of the Mayor, Mr. Marcel Beaubien.

Mr. Mario Briggs, Certified General Manager and Clerk-Treasurer, is also present.

There are 5 people attending the session.

1. Opening of the session

Mr. Marcel Beaubien, Mayor, declared the ordinary meeting open and welcomed the Council members present.

Mr. Marcel Beaubien, Mayor, asks the Council members if they believe they have a conflict of interest regarding the matters to be discussed on the agenda.

2. 2025-10-132 Adoption of the agenda

It is proposed by Chantal Soucy

RESOLVED

THAT the agenda for this meeting be adopted as presented.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously.

3. Follow-up(s) to the last Council meeting

There is no topic for this section.

4. Speech to the Mayor and Correspondence

4.1 Addressing the Mayor

- Welcome the Councilors and welcome the citizens.

4.2 Correspondence

5. Citizen's Question Period

The following were discussed:

- Submission of a citizen petition
- Chemin de la Mine

6. Registry and legal affairs

6.1 2025-10-133 Adoption of the minutes of the ordinary meeting of September 4th, 2025, and of the extraordinary meeting of September 25th, 2025

In accordance with Article 201 of the Municipal Code of Quebec, the minutes of the regular meeting of September 4th, 2025, and the special meeting of September 25th, 2025, are tabled at this meeting.

It is proposed by Charles Meunier

RESOLVED

TO ADOPT the minutes of the regular meeting of September 4th, 2025.

TO ADOPT the minutes of the extraordinary meeting of September 25th, 2025.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously.

6.2 2025-10-134 Intermunicipal agreement of the signatory municipalities - ÉEQ

WHEREAS the Municipality of Mulgrave-et-Derry is one of the three signatory municipalities in the MRC Papineau;

WHEREAS the three signatory municipalities are in favor of consolidating resources with one signatory municipality for the accounting component to facilitate the semi-annual re-issuance of expenditures among the twenty-five municipalities in the MRC Papineau;

WHEREAS Éco-Entreprises du Québec is also in favor of consolidating the signatory municipalities for the accounting and educational components;

WHEREAS the Municipality of Mulgrave-et-Derry has hired an administrative project manager;

It is proposed by Chantal Soucy

RESOLVED

TO AUTHORIZE the Certified Director General and Clerk-Treasurer to complete an intermunicipal agreement with the other two signatory municipalities to consolidate the accounting and educational components;

TO AUTHORIZE the Certified General Manager and Clerk-Treasurer to complete an agreement with ÉEQ to consolidate the accounting and educational aspects;

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously

6.3 2025-10-135 Change of dates of ordinary meetings 2025

WHEREAS resolution 2024-12-134: "ADOPTION OF COUNCIL MEETING DATES";

WHEREAS the 2025 election process affects the dates of the regular meetings in November and December;

It is proposed by Lorraine Rochon

RESOLVED

TO APPROVE the change to the council meeting schedule, from November 6th to November 13th and from December 4th to December 11th;

TO POST changes on the website and Facebook page.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously.

6.4 2025-10-136 Accounting mandate – External CPA, Raymond Chabot Grant Thornton S.E.N.C.R.L.

WHEREAS the municipality is required to complete an independent audit by an external CPA;

WHEREAS the municipality is already represented by the accounting firm Raymond Chabot Grant Thornton LLP;

WHEREAS the Council has reviewed the bid dated August 22nd, 2025;

WHEREAS the average price of the service offer is \$22,560 for the period from 2025 to 2029;

It is proposed by Charles Meunier

RESOLVED

TO ADOPT the service offer dated August 22nd, 2025, at an average price of \$22,560 for the period from 2025 to 2029.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously

6.5 2025-10-137 Service offer from the firm Deveau, Esq. Tremblay, S.E.N.C.R.L.

WHEREAS the offer of services from Esq. Tremblay, of the firm Deveau, Dufour, Mottet avocats de l'Outaouais, and legal services on an annual flat-rate basis (25 hours);

It is proposed by Chantal Soucy

RESOLVED

THAT Council accepts the offer mentioned in the preamble for the amount of \$5,625 plus taxes, fees, and disbursements, upon receipt of an invoice to this effect;

THAT this amount will be paid in two equal and consecutive installments of \$2,812.50 plus taxes, fees, and disbursements, upon receipt of an invoice to this effect;

THAT Director General and Clerk-Treasurer Mario Briggs be authorized to make the payments necessary to implement this resolution;

TO AUTHORIZE Director General and Clerk-Treasurer Mario Briggs to sign the offer of services and all necessary documents.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously

6.6 2025-10-138 Call for tenders for snow removal service, Sector 1 Mulgrave

WHEREAS the municipality must maintain its road system;

WHEREAS a call for tenders was published in the SEAO on September 23rd, 2025 by the municipality;

WHEREAS the deadline for submitting bids was September 30th;

WHEREAS the municipality opened the bids received during the prescribed period;

WHEREAS the Council reviewed the bid form related to snow removal in Sector 1 Mulgrave;

WHEREAS Excavation Clayton submitted a bid for the amount of \$339,176.25;

WHEREAS Excavation Clayton was the only bidder;

It is proposed by Chantal Soucy

RESOLVED

THAT Council awards the snow removal contract for Sector 1 Mulgrave to Excavation Clayton for the amount of \$339,176.25, taxes included.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously

6.7 2025-10-139 Call for tenders for snow removal service, Sector 2 Mulgrave

WHEREAS the municipality must maintain its road system;

WHEREAS a call for tenders was published in the SEAO on September 23rd, 2025, by the Municipality;

WHEREAS the deadline for submitting bids was September 30th;

WHEREAS the Municipality opened the bids received during the prescribed period;

WHEREAS the Council reviewed the bid form for snow removal in Sector 2 Mulgrave;

WHEREAS the company French Excavation submitted a bid in the amount of \$286 515,49;

WHEREAS French Excavation was the only bidder;

It is proposed by John Abraham

RESOLVED

THAT Council awards the snow removal contract for Sector 2 Mulgrave to French Excavation for the amount of \$286 515,49, taxes included.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously

6.8 2025-10-140 Mandate to Deveau, Dufour, Mottet, in connection with the compulsory training of elected officials

WHEREAS there is a general election on November 2nd, 2025;

WHEREAS elected officials must complete training on ethics and the role of municipal elected officials no later than three (3) months after their inauguration;

WHEREAS the Fédération Québécoise des Municipalités (FQM) authorizes municipalities to choose the legal representative to provide said training;

WHEREAS Marc Tremblay is an experienced lawyer in this field;

It is proposed by Gerald Teske

RESOLVED

TO AWARD the training mandate to Mr. Tremblay of the firm Deveau, Dufour, Mottet.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously

7. Human Resources

7.1 2025-10-141 Employee and elected officials recognition evening on December 5th

WHEREAS the Council's position on "better living at work";

WHEREAS it is important for all municipal stakeholders, both employees and elected officials, to interact in order to create interpersonal connections;

WHEREAS there are seven (7) municipal employees and seven (7) elected officials;

WHEREAS the cost of the evening is \$72, taxes included, per person;

WHEREAS the bid from Domaine de L'Ange-Gardien is \$1,008.00, taxes included;

WHEREAS elected officials and employees may bring a guest to attend this evening, at their own expense;

It is proposed by Charles Meunier

RESOLVED

TO APPROVE the service offer from the company: "Domaine de L'Ange-Gardien" in the amount of \$1,008.00, taxes included.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is

unanimous.

Adopted unanimously

8. Finance – Treasury

8.1 2025-10-142 Selected list of checks, direct debits, and direct deposits

WHEREAS payments should be authorized for the period from August 15th to September 15th 2025;

00293-8223	Mario B.Briggs - Professional fees	5,423.22\$
00294-DD	French Excavation - Road repairs	3,756.15\$
00295-DD	Servitech Inc. - Request to file a roll	59.12\$
00296-DD	Mun. MRC de Papineau - Quota Sept. 2025	28,899.57\$
00297-140	Bell Canada - Internet library	109.17\$
00298-141	Receveur Gén. Canada - Employer's remit.	3,954.87\$
00299-142	Ministre Revenu Québec - Employer's remit.	10,159.22\$
00300-DD	Fournitures Denis - Office supplies	232.76\$
00301-8224	Mun. De Ripon - Traffic message board	17,964.84\$
00302-DD	Imprimerie Papineauville - Copies mailout	2,478.86\$
00303-DD	Combeq - Registration Carol-Anne Trottier	436.91\$
00304-8225	Résidence Le Monarque - Donation	500.00\$
00305-DD	Waste Management - Service: Aug. 1 st - 15 th	919.66\$
00306-8226	Pneus Bélisle - Service call	382.80\$
00307-DD	Claude Philippe - Rent : September	2,160.00\$
00308-143	Hydro Québec - Office June 19 th - Aug. 20 th	678.53\$
00309-DD	DHC Avocats - Legal fees	6,354.58\$
00310-DD	Securitas Tech. - Garage Aug. 13 th - Nov. 12 th	292.85\$
00311-DD	Energies Sonic Inc. - DEF grease	288.59\$
00312-DD	Placements McKenzie - Contributions : Aug.	831.10\$
00313-144	Enbridge Gaz Québec - July 17 th - August 19 th	36.79\$
00314-145	Mario B.Briggs - Professional fees	5,153.18\$
00315-146	Mario B.Briggs - Professional fees	5,289.51\$
00316-DD	Infotech - Update	1,020.65\$
00317-DD	Servitech Inc. - Update, inventory	7,009.02\$
00318-147	Bell Canada - Telephone library	39.71\$
00319-8229	Mun. de St-André-Avellin - Fire August 23 rd	5,390.05\$
00320-DD	Mun. de l'Ange-Gardien - Citizen assistance	2,281.45\$
00321-DD	Imprimerie Papineauville - Copies	168.25\$
00322-148	Dépanneur Mauzeroll - Stamps mailout	1,835.24\$
00323-DD	Proligne - Road markings	8,455.26\$
00324-DD	Waste Management - Service: Aug. 16 th - 30 th	836.06\$
00325-149	Hydro Qc - Street lights: July 2 nd - Sept. 1 st	67.67\$
00326-DD	Adtex Enr. - Website update: August	51.74\$
00327-8230	Direction gestion MERN - Land transfer tax	24.00\$
00328-DD	FQM Assurance - Office and vehicles	13,049.48\$
00329-DD	3135705 Canada Inc. - Windshield for truck	896.81\$
00330-8231	Valley Blades Limited - Blades for tractor	1,659.34\$
00331-DD	Location Lou-Pro Inc. - Excavator rental	2,731.32\$
00332-150	Vidéotron - Service: October 1 st - 31 st	385.05\$
00333-DD	Canton Lochaber - Waste, recycling. Écocentre	5,682.99\$
00334-DD	Mun. N.D. Salette - Waste, recycling contract	3,750.00\$
00335-DD	Aléan Conseil - Legal fees	2,673.17\$
00336-DD	Daniel Giroux Arpenteur - Legal fees	344.93\$
00337-DD	Les Entreprises Bourget Inc. - Sealer	21,898.70\$
00338-DD	Paradis Montpetit Beauchamp - Bailiffs	756.78\$
Total		177 369,95\$

It is proposed by Lorraine Rochon

RESOLVED

TO ADOPT automatic debits, direct deposits, and checks from August 15th to September 15th, 2025, totaling \$177,369.95;

TO AUTHORIZE the Certified General Manager and Clerk-Treasurer to make the payments.

CERTIFICATE OF AVAILABILITY

I, Mario Briggs, Certified General Manager and Clerk-Treasurer, certify that I have the funds available in the operating budget to cover this expenditure.

Mario Briggs
Certified General Manager and Clerk-Treasurer

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously.

8.2 Statement of accounts

The statement of accounts of the various bank accounts of the Municipality is submitted to the elected officials for analysis.

8.3 Filing of the detailed financial report September 15th, 2025

In accordance with the provisions of the Municipal Code of Quebec, the Certified General Manager and Clerk-Treasurer provide elected officials with a summary statement of the financial situation as of September 15th, 2025.

8.4 Comparative filing of the 2024 – 2025 financial report

According to articles 314.2 L.E.R.M., and 176.4 C.M., the approved Certified General Manager and Clerk-Treasurer, Mr. Mario Briggs, files the comparative statements at the latest at the last regular meeting before the council ceases to sit, in this present before October 3rd, 2025, at 4:30 p.m.

Comparative statements of income and expenses for the financial year 2025

Detailed results and operating surplus (deficit) for tax purposes

8-month period ended August 31st		Fiscal year ending December 31, 2025	
2024	2025		
Revenue	Revenue	Budget	Budget
Achievements	Achievements		Planned
2 053 388,82\$	2 097 253,85\$		achievements
			and
Expenditure	Expenditure	2 479 847,00\$	2 222 272,61\$
achievements	achievements		
1 437 253,84\$	1 481 515,07 \$		

8.5 2025-10-143 Closing the institutional account at Desjardins - Account number 82507

WHEREAS the municipality has consolidated its banking operations with a single institution;

WHEREAS the municipality no longer requires the Desjardins bank account;

It is proposed by Lorraine Rochon

RESOLVED

TO AUTHORIZE the Certified General Manager and Clerk-Treasurer, Mr. Mario Briggs, and/or the Deputy General Manager to sign on behalf of the municipality all documents to close the bank account.

Note: Mr. Marcel Beaubien, Mayor, asked if the adoption of this resolution was unanimous.

Adopted unanimously

9. Civil security and fire safety

9.1 Monthly report of the Fire Service Director

10. Public works-Roads

10.1 Monthly report from the Director of Public Works/Roads

11. Urban planning, development and environment

11.1 Monthly report of the inspector of the urban planning and environment department

11.2 2025-10-144 Withdrawal of the notice of offense located at 574, Chemin du Lac-aux-Brochets, Municipality of Mulgrave-et-Derry

WHEREAS the municipality, when it notices a violation, contacts the owner of the premises;

WHEREAS the Municipality of Mulgrave-et-Derry did not inform the owner of 574 Chemin du Lac-aux-Brochets of its finding;

WHEREAS a written notice should have been sent to the owner, notifying him of the violation;

WHEREAS no communication took place between the Municipality and the owner;

WHEREAS the work was carried out as an emergency measure;

WHEREAS the owner of the premises brought himself into compliance with the Municipality within a reasonable time;

It is proposed by Charles Meunier

RESOLVED

TO WITHDRAW the notice of violation number CAE07003 from the municipal court.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously

12. Communication, leisure and culture

12.1 Monthly report from the Director of Communications, Registry and Project Manager

12.2 2025-10-145 Service offer for hosting the website of the Municipality of Mulgrave-et-Derry

WHEREAS the current website is outdated and no longer compatible with the administrative needs of municipal affairs;

WHEREAS the website is administered by an external firm;

WHEREAS it is tedious to administer a website with an external firm;

WHEREAS it is good practice to administer the website internally;

WHEREAS the council favors internal administration;

WHEREAS the company Numérique.ca has submitted a service offer to the Municipality;

WHEREAS the amounts of the service offer are \$1 950,00 annually for the "Entourage" package and an initial amount of \$1 500,00 for hosting the operating license;

WHEREAS the Municipal Council considers that the service offered to citizens will be enhanced through the service offered by Numerique.ca;

It is proposed by Chantal Soucy

RESOLVED

TO APPROVE Numérique.ca service offer for 2026 in the amount of \$1 950,00 annually for the "Entourage" plan and an initial amount of \$1 500,00 for hosting the operating license.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously

BREAK 8:14 p.m.: Councilor Gerald Teske leaves the plenary session.

8:16 p.m.: Councilor Gerald Teske returns to the plenary session.

13. Notice of motion, regulations

13.1 2025-10-146 Adoption of the regulation number 2025-002 creating a financial reserve for the construction and repair of road infrastructure, as well as all other expenses relating to the "Chemin Smallian" road service

WHEREAS notice of motion for this by-law 2025-002 was duly given at the regular council meeting held on September 4th, 2025, and the draft by-law was tabled at that same meeting. All members declare that they have read the draft bylaw and waive its reading;

It is proposed by Chantal Soucy

RESOLVED

TO ADOPT By-law No. 2025 – 002 relating to the creation of a financial reserve for the construction and repair of road infrastructure, as well as all other expenses related to the road service – Chemin Smallian.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously

13.2 2025-10-147 Adoption of the regulations number 2025-003 relating to surpluses, fixed asset working capital

WHEREAS notice of motion for this by-law was duly given at the regular council meeting held on September 4th, 2025, and the draft by-law was tabled at that same meeting. All members declare that they have read the draft by-law and waive its reading;

It is proposed by Charles Meunier

RESOLVED

TO ADOPT By-law No. 2025-003 relating to surpluses and capital working capital.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously

13.3 2025-10-148 Adoption of the regulation number 2025-004, relating to the delegation of power and monitoring of budgetary control

WHEREAS notice of motion for this by-law was duly given at the regular council meeting held on September 4th, 2025, and the draft by-law was tabled at that same meeting. All members declare that they have read the draft by-law and waive its reading;

It is proposed by Chantal Soucy

RESOLVED

TO ADOPT By-law number 2025-004 relating to the delegation of authority and budgetary control monitoring.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously

13.4 2025-10-149 Adoption of regulations number 2025-001 relating to the occupation and maintenance of buildings

WHEREAS notice of motion for this by-law was duly given at the regular council meeting held on September 4th, 2025, and the draft by-law was tabled at that same meeting. All members declare that they have read the draft by-law and waive its reading;

It is proposed by Lorraine Rochon

RESOLVED

TO ADOPT By-law No. 2025-001 relating to the occupancy and maintenance of buildings.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously

14. Miscellaneous Business

14.1 2025-10-150 Adoption of the minutes from the regular meeting held on October 2, 2025

In accordance with Article 201 of the Municipal Code of Quebec, the minutes from the regular meeting on October 2nd, 2025, are presented at this session;

It is proposed by Lorraine Rochon

RESOLVED

TO ADOPT the minutes from the regular meeting held on October 2nd, 2025.

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously

14.2 Dissolution of the municipal council

The Certified General Manager and Clerk-Treasurer announces the dissolution of the council effective October 3rd, 2025, at 4:30 PM. However, in the event of an emergency measure, and only for that emergency measure, the current council may be convened until the new council is sworn in.

15. Citizens' Question Period

There were questions on:

- New website
- Call for tenders
- Comparative budget report
- Hydro-Québec project
- Reimbursement of certain property taxes

16. Period for questions and comments from members of the Council

17. 2025-10-151 Adjournment of the meeting

It is proposed by Charles Meunier

THAT the meeting be adjourned at 8:38 pm

Note: Mr. Marcel Beaubien, Mayor, asks if the adoption of this resolution is unanimous.

Adopted unanimously.

SIGNATURE OF RESOLUTIONS BY THE MAYOR

"I, the undersigned, Marcel Beaubien, Mayor of the Municipality of Mulgrave-et-Derry, certify that the signing of these minutes constitutes my signing of all the resolutions contained therein within the meaning of Article 142 (2) of the Municipal Code."

And I signed this _____

Marcel Beaubien
Mayor,

Mario Briggs
Certified General Manager and Clerk-
Treasurer