

MUNICIPALITÉ DE RAPIDES-DES-JOACHIMS

AGENDA

Ordinary session of January 11, 2024

1. OPENING OF THE SESSION

2. ADOPTION OF THE AGENDA

Resolution 2.1 Adoption of the agenda of January 11, 2024

3. DECLARATION OF CONFLICT (if applicable)

4. ADOPTION OF THE MINUTES

Resolution 4.1 Adoption of the amended minutes of the regular meeting held on November 2, 2023

Resolution 4.2 Adoption of the minutes of the regular meeting held on December 7, 2023

Resolution 4.3 Adoption of the minutes of the special meeting held on December 12, 2023

Resolution 4.4 Adoption of the minutes of the special meeting held on December 21, 2023

5. MAYOR’S AND COUNCILLOR’S REPORT

- 5.1 Mayors report
- 5.2 Councillor report
- 5.3 Youth councillors report

6. CORRESPONDANCE (10 minutes)

- 6.1 Letter from Municipal Affairs – General administration of Municipal finance and programs - Discussion
- Resolution?** 6.2 Letter from CHIP FM – Annual Membership

7. TABLING OF DOCUMENTS

- 7.1 **NOTICE OF MOTION OF BY-LAW NUMBER 2024-111 DECREERING THE TAX RATE, TARIFFICATION AND THE IMPOSITION OF TAXES FOR THE 2024 FISCAL YEAR**
- Resolution** 7.2 **2024 TAX RATE – DRAFT BY-LAW 2024-111**

BY-LAW RESPECTING THE IMPOSITION OF THE RATES OF PROPERTY TAX AND SERVICES FOR THE FISCAL YEAR 2024 AND THE CONDITIONS OF COLLECTION

WHEREAS under section 244 of the Act respecting municipal taxation (L.R.Q., c, F-2.1), the municipality may fix several rates of the general property tax according to the categories to which belong evaluation units;

WHEREAS the content of article 252 of the Act respecting municipal taxation (L.R.Q., c, F-2.1), the Municipality can fix the number of installments;

WHEREAS at the opening of this sitting, copies of the by-law were made available to the public;

WHEREAS it is necessary to impose and levy, by way of direct taxation on the taxable property within the municipal territory and within the limits established by law, any sums of money necessary to cover operating and investing expenses or for any special purpose whatsoever within the limits of its powers;

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WHEREAS a notice of motion given by _____ at this regular council sitting held on January 11, 2024 to the effect that the present draft By-Law be presented for adoption;

WHEREAS the council is considering By-Law No. 2024-111 imposing the tax rate for the 2024 fiscal year;

THEREFORE, it is

Moved by:
Seconded by:

AND RESOLVED THAT the council enact the following:

SECTION 1 INTERPRATATION
ARTICLE 1.1

Unless otherwise stated, the following terms and expressions have the meaning and application in this by-law ascribed to them in this section:

- a) “Residential immovables” means any dwelling, house, apartment, private residence, cottage, summer home, or other location ordinarily occupied or intended for occupancy as a place of residence by one or more persons, whether or not the location is actually occupied;
- b) “Commercial immovables” means any location in which an economic or administrative activity in matters of finance, trade, or services; a calling; an art; a profession; or any other activity constituting a means of profit, gain or livelihood, except an employment or charge, is carried out;

SECTION 1 GENERAL TAX RATE 2024
ARTICLE 1.1

That the general mill rate of \$1.17 per \$100 value stated in the evaluation role, be implemented for the 2024 fiscal year on all taxable immovables situated in the municipality of Rapides-des-Joachims.

SECTION 2 COMPENSATION – GARBAGE FEES
ARTICLE 2.1

In order to provide for the expenses related to the collection, transportation, and disposal of domestic and similar waste in the municipality of Rapides-des-Joachims, a compensation is imposed and levied for the 2024 fiscal year on all of the following units within the municipality:

- a) Residential units: \$0
- b) Commercial units: \$250

SECTION 3 INTEREST AND FEES
ARTICLE 3.1

From the time that the taxes are in arrears (*30 days*), the unpaid balances will incur interest at the annual rate of 12%

ARTICLE 3.2
A \$25 administrative fee shall be charged to the payer of a cheque or other form of payment to the municipality of Rapides-des-Joachims if that form of payment is denied by the financial institution.

SECTION 4 PAYMENT DATES 2024
ARTICLE 4.1

Debtors owing municipal taxes for 2024 have the right to pay in 3 equal installments:

- a) The first of which represents 34% of the total and is due thirty (30) days after the tax bill is mailed

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- b) The second of which represents 33% of the total and is due sixty (90) days after the first installment
- c) The third of which represents 33% of the total and is due sixty (60) days after the second installment

ARTICLE 4.2
To qualify for payment in installments, the debtor must receive a tax bill equal to or greater than \$300 for each unit of assessment.

ARTICLE 4.3
If a payment is not made within the time limit, then only the amount of the overdue payment is immediately due and payable and bears interest.

The dates of the payments will be respectively:

- April 1st 2024
- July 1st 2024
- September 1st 2024

SECTION 4 COMING IN TO EFFECT

This by-law will come into force in conformity with the law

Resolution

7.3 EMPLOYEE REMUNERATION FOR 2024

WHEREAS it is appropriate to revise the salaries of municipal employees;

Moved by:
Seconded by:

AND RESOLVED THAT the following positions receive a 3.1% raise, coming into effect January 1st, 2024

- Public Works
- Campground Attendant
- Maintenance Worker
- Janitor

Resolution

7.4 AMENDMENT OF DG CONTRACT

WHEREAS council reviewed the DG’s contract during an in-camera session on December 7, 2023;

WHEREAS council deliberated the DG’s contract during a special meeting held on December 12, 2023;

WHEREAS sub-article 10.2 of the contract states that no amendment to the agreement shall bind the parties unless such amendment is made in a subsequent written agreement signed by the parties;

WHEREAS the attached document named DG2024-01 outlines all amendments made to the contract, article by article;

**7.5 NOTICE OF MOTION OF BY-LAW NUMBER 2024-1112
DECREEING THE RATE FOR TRAVEL EXPENSES FOR
MEMBERS OF COUNCIL AND EMPLOYEES OF THE
MUNICIPALITY OF RAPIDES-DES-JOACHIMS**

Resolution

7.6 TRAVEL EXPENSES – DRAFT BY-LAW 2024-1112

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TO ESTABLISH A RATE FOR TRAVEL EXPENSES FOR MEMBERS OF COUNCIL AND EMPLOYEES OF THE MUNICIPALITY OF RAPIDES-DES-JOACHIMS

WHEREAS the Council deems it advisable to set a rate for travel expenses for members of council and employees of the Municipality of Rapides-des-Joachims;

WHEREAS a notice of motion is given by _____ at the present sitting of council;

WHEREAS at the opening of this sitting, copies of the by-law were made available to the public;

Resolution

**7.7 DRAFT POLICY 2024-01:
TIMESHEET COMPLETION & MANAGEMENT**

WHEREAS council deems it necessary to adopt an employee timesheet completion & management policy;

WHEREAS the draft employee timesheet completion & management policy 2024-01 applies to all municipal employees;

7.8 DECLARATION OF PECUNIARY INTERESTS
All members of council have submitted their pecuniary interest forms during this regular sitting of council

8. FOLLOW-UP

- 8.1 Hockey Net was purchased, assembled and brought to the rink.
- 8.2 Rink repairs have been done by maintenance worker.
- 8.3 Santa Claus parade was a success. \$493.06 was spent out of the \$500 Funding received from OPG.
- 8.4 2024 Budget and Municipal calendar have been sent out by post
- 8.5 PAVL Road Grant final report has been submitted
- 8.6 FRR4 Grant (Splash Pad) final report has been submitted
- 8.7 Canada Summer Jobs (CSJ) Grant application has been submitted

9. ROADS

10. DUMP & GARBAGE

11. TOWN HALL

- 11.1 **OFFICE CLOSED WEDNESDAY JANUARY 31ST 2024**
Due to an MRC meeting in Campbells Bay, the office will be closed on January 31st. A public notice will be posted.

12. MUNICIPAL PROPERTY

13. CIVIL PROTECTION

14. ACTION PLAN

15. URBANISM & ZONING

16. RECREATION & CULTURE

- 16.1 The Committee Life Downtown will be hosting a Valentines Day Bingo at Town Hall on Saturday, February 10, 2024.

17. CAMPGROUND & PICNIC AREA

18. STREET LIGHTS & ENVIRONMENT

- 18.1 Street light out in front of Pointe aux Pins lodge on Principale
- 18.2 Street light out on St-Anne in front of Michel Gravels

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19. BUILDING INSPECTOR

20. MISCELLANEOUS

21. QUESTION PERIOD (15 minutes)

22. ADMINISTRATION

Resolution 22.1 Approval of expenses list between December 5, 2023 and January 8, 2024

Moved by:
Seconded by:

AND RESOLVED THAT Council approve and authorize the payment of expenses for the period between December 5, 2023 and January 8, 2024 for the amount of \$35,164.27

CERTIFICATE OF AVAILABILITY OF CREDIT

I, Alana Bowes, the undersigned Clerk-Treasurer, in accordance with Article 961 of the Quebec Municipal Code, certify line of credit with the Municipality has sufficient funds for these expenditures

Clerk-Treasurer

Resolution 22.2 **Day off request – DG**
Tuesday, January 23rd, 2024 – Appointment in Ottawa

23. IN CAMERA

23.1 Interview with administration assistant applicant - Discussion

24. CLOSING OF THE MEETING

Resolution 24.1 Close the meeting of January 11, 2024