

MUNICIPALITÉ DE RAPIDES-DES-JOACHIMS

AGENDA

Ordinary session of March 14, 2024

1. OPENING OF THE SESSION

2. ADOPTION OF THE AGENDA

Resolution

- 2.1 Adoption of the agenda of March 14, 2024

3. DECLARATION OF CONFLICT (if applicable)

4. ADOPTION OF THE MINUTES

Resolution

- 4.1 Adoption of the minutes of the regular meeting held on February 8, 2024

5. MAYOR'S AND COUNCILLOR'S REPORT

- 5.1 Mayors report

6. CORRESPONDANCE (10 minutes)

6.1 **Letter from Pontiac Bursaries – Donation Request**

Pontiac Bursaries is a community organization who supports and motivates Pontiac students to pursue a post-secondary education by awarding \$1,000 bursaries. Last year, they awarded 37 bursaries of \$1,000 each.

6.2 **Advertising opportunity with Friends of Dumoine**

Wally Schaber reached out on behalf of Friends of Dumoine, with the opportunity for the Municipality to include a business card sized add on the back of the new trail maps for Sentier Dumoine. The cost is \$150. He suggested this may be a good way to advertise Camping McConnell.

7. TABLING OF DOCUMENTS

Resolution

7.1 **DEMOLITION APPLICATIONS COMMITTEE**

WHEREAS following the adoption of draft By-Law 2023-124, it is necessary to create and maintain a demolition applications committee;

WHEREAS in accordance with Article 148.0.3 of the Act respecting land use planning and development (chapter A 19.1), The council must establish a committee to authorize applications for demolition and to exercise any other powers conferred on it by this chapter;

WHEREAS this committee shall be composed of three council members designated by the council for one year. Their term is renewable.

WHEREAS the following councillors are currently on the demolition applications committee;

1. Kelsey Daly
2. Stephany Rauche
3. Ann Gagnon

AND RESOLVED THAT council will review the committee at the regular sitting of council in February of 2025.

Resolution

7.2 **REMUNERATION OF THE ELECTED MUNICIPAL OFFICERS – AMENDED BY-LAW 2020-12-1; NOW DRAFT BY-LAW 2020-12-2**

WHEREAS a notice of motion to amend by-law 2020-12-1 was given by Ann Gagnon at the regular sitting of council on February 8, 2024;

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WHEREAS in the opinion of council, there is a need to revise and bring up to date the present by-law;

WHEREAS previous amendments have been made to the By-Law and adopted at the regular council sitting held on June 1, 2023 with the final adoption taking place on July 6, 2023;

WHEREAS Section 2 of the by-law is amended by striking out the stipulation that elected officials must be present at each regular council meeting to receive their monthly remuneration;

Moved by: Ann Gagnon
Seconded by:

AND RESOLVED BY ABSOLUTE MAJORITY THAT Draft By-Law 2020-12-2 be adopted as follows:

SECTION 1:

The preamble is an integral part of this by-law.

SECTION 2:

Elected officials must be present at each ~~regular and extraordinary~~ council meeting to receive ~~their monthly remuneration.~~ **the corresponding remuneration as outlined in Section 4.**

SECTION 3:

Regular Meeting

Council Members:	\$330.00
Pro-Mayor:	\$330.00
Mayor:	\$990.00

SECTION 4:

Extraordinary Meeting

Council Members:	\$75.00
Pro-Mayor:	\$75.00
Mayor:	\$225.00

SECTION 5:

In the case where the acting Mayor replaces the Mayor for more than thirty (30) days, the acting Mayor has the right, from that moment, up until the end of replacement, to a sum equal to the remuneration of the Mayor during this period.

SECTION 6:

This By-Law will take effect in accordance with the law.

**7.3 NOTICE OF MOTION OF BY-LAW NUMBER 2024-0226
RESPECTING THE ADOPTION OF A CODE OF ETHICS
AND PROFESSIONAL CONDUCT FOR THE
EMPLOYEES OF THE MUNICIPALITY OF RAPIDES-
DES-JOACHIMS**

A NOTICE OF MOTION is given by _____ to the effect that it will be presented at the present sitting, By-law number 2024-0226 respecting the adoption of a code of ethics and professional conduct for

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the employees of the Municipality of Rapides-des-Joachims

The draft By-law number 2024-0226 is filed and copies of the draft By-law have been made available to the public.

Resolution

7.4 DRAFT BY-LAW NUMBER 2024-0226 ESTABLISHING THE CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR THE EMPLOYEES OF THE MUNICIPALITY OF RAPIDES-DES-JOACHIMS

WHEREAS the Municipal Ethics and Good Conduct Act (MEGCA), assented to on December 2, 2010, obliges all local municipalities to adopt a code of ethics and professional conduct that sets out the municipality’s main ethical values and the rules that must guide employees’ conduct;

WHEREAS the Act to amend the Act respecting elections and referendums in municipalities, the Municipal Ethics and Good Conduct Act and various legislative provisions, commonly referred to as “Bill 49” and assented to on November 5, 2021, requires the addition of a rule concerning the receipt of a gift or benefit by employees;

WHEREAS, in accordance with section 18 of the MEGCA, any decision concerning the adoption of the code of ethics and professional conduct must be made by by-law;

WHEREAS a notice of motion was given at the present sitting of the council;

WHEREAS the council deems it appropriate, essential, and in the public interest to comply with the requirements of the Act by amending the municipality’s code of ethics and professional conduct for its employees;

****It is noted that a copy of the draft by-law has been given to each council member prior to the meeting, therefore it is left out of the minutes. Copies are available at the municipal office**

THEREFORE, it is moved by _____,
Seconded by: _____

AND RESOLVED THAT draft by-law 2024-0226 be adopted.

Resolution

7.5 MUNICIPAL VEHICLES – PLATE RENEWAL

WHEREAS it is necessary to renew the registration on all municipal vehicles through the SAAQ;

Moved by:
Seconded by:

AND RESOLVED THAT council authorizes the Director General, Alana Bowes, to sign and pay, for and in the name of the Municipality of Rapides-des-Joachims, all documents and fees relating to the registration renewal of the following vehicles:

- 2016 Ford F-250;
- 2006 GMC Sierra;
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Resolution

7.6 EMPLOYEE CONTRACTS - 2024 SEASON

CONSIDERING seasonal employees are currently laid off;

CONSIDERING the campground is set to open on Friday May 17th 2024;

Moved by:
Seconded by:

AND RESOLVED THAT all seasonal employee contracts for the 2024 season and going forward be set to 35-hour work weeks until otherwise advised by council;

AND RESOLVED THAT all seasonal employees be sent recall offer letters highlighting these changes with a start date of Monday, April 29th 2024;

AND RESOLVED THAT employees will be given two (2) weeks to reply to the letter from the date it is sent;

AND RESOLVED THAT a meeting be held between the employees, the mayor and the director general prior to the above-mentioned start date.

7.7 2022 FINANCIAL STATEMENT

The Municipality of Rapides-des-Joachims received the 2022 Financial Statement on March 8, 2024 and it is tabled at the regular sitting of council of March 14, 2024.

8. FOLLOW-UP

8.1 Sale of a municipal vehicle – Discussion

All contracts that bring profit for the municipality are not subject to tendering process. For example, contracts for the sale or lease of movable or immovable property are not required to undergo a tendering process. They can be entered into by mutual agreement, no matter their value.

The following conditions apply:

- No property of a municipality may be alienated otherwise than for a consideration. It cannot be free (sect. 6.1 and 6.2 of the MC);
- If it's sold for more than 10 000\$, you must publish a public notice (sect. 6.1 of the MC);
- Elected officials and municipal employees are not allowed to acquire a municipal movable property/asset (sect. 269 of the MC and sect. 305 of the Act respecting elections and referendums in municipalities)

8.2 Calcium on municipal roads

As previously discussed, and budgeted for, Pat Stewart Trucking will be putting calcium down on chemin du Moulin, chemin Madore and chemin du Soleil, particularly on corners and at stop signs, once weather conditions permit.

8.3 Fire service agreement

The new 5-year fire service agreement with the Corporation of the Town of Laurentian Hills has been reviewed and signed by both the Director General and the Mayor.

Standby fees for each year are as follows:

- 2024-2025: \$4,013.50

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- 2025-2026: \$4,173.15
- 2026-2027: \$4,335.90
- 2027-2028: \$4,505.00
- 2028-2029: \$4,680.70

A rate of \$559.86/hour will be charged to the Municipality of Rapides-des-Joachims for each vehicle that responds to a fire, rescue or service call. This fee shall be amended in accordance with the rates of the Ministry of Transportation of Ontario as set from time to time.

8.4 Property at 471 rue principale - Discussion

Following the inspection that was done on February 16th, each councillor has been provided with a report. Questions regarding eligible uses to benefit from the free transfer have been submitted to the Ministry on behalf of council;

8.5 Credit Card

The municipality has been approved for the VISA credit card, which was approved at the last meeting, through the Caisse Desjardins. The credit limit is set to \$5,000

8.6 Information session – MRC

The information session on the application process for authorization to conduct activities that may alter a wildlife habitat will be available in English and offered remotely via TEAMS in April. The municipal building inspector and the director general will attend.

9. ROADS

Resolution

9.1 NO PARKING SIGNS

CONSIDERING By-Law S.Q. 2023-01 concerning parking enforceable by the Sûreté du Québec;

WHEREAS the municipality does not currently have any no parking signs;

WHEREAS council deems it appropriate, essential, and in the public interest to install such signs;

10. DUMP & GARBAGE

11. TOWN HALL

Resolution

11.1 CALL FOR TENDER – TOWN HALL ROOF

WHEREAS the Municipality of Rapides-des-Joachims needs to submit a call for tender between \$302,900 and \$366,799 for the TECQ project: a new roof on Town Hall;

WHEREAS council authorizes director general, Alana Bowes, to act on behalf of the Municipality of Rapides-des-Joachims and post a public call for tender on the SEAO website;

Moved by:

Seconded by:

AND RESOLVED THAT a public call for tender will be posted as well as a public notice and bids will be accepted electronically through the SEAO and in person at town hall during regular hours.

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11.2 Furnace repairs

The furnace quit working on Wednesday March 6th. The mayor approved the repairs. Kool Vent inc. Heating and Cooling cleaned the sensor for the pilot light and installed a new thermostat for the boiler.

11.3 Town Hall flags

New flags, flag ropes (marine grade) and clips have been ordered and will be installed once they arrive.

12. MUNICIPAL PROPERTY

13. CIVIL PROTECTION

14. ACTION PLAN

15. URBANISM & ZONING

15.1 Development opportunity – Discussion

Following a meeting held with Rachel Soar-Flandé (Economic development agent – housing for the MRC), Jason Durand (Director of land use planning and environment for the MRC) and Bob Thayer (Municipal building inspector for Rapides-des-Joachims)

Mrs. Soar-Flandé presents the opportunity to potentially develop vacant lots within the urban perimeter of Rapides-des-Joachims, where investors may take interest in building housing units, such as a duplex or multiplex. The areas of interest are on rue St-Anne and off of rue de l'église, behind the church.

She also states that there is funding available to municipalities to create water and sewage infrastructure.

16. RECREATION & CULTURE

16.1 Tree and forest month – May 2024

In honour of the upcoming celebration of tree and forest month, the Ministry invites the Municipality of Rapides-des-Joachims to apply for free trees to be made available to citizens again this year. Application Deadline: March 31st 2024

17. CAMPGROUND & PICNIC AREA

18. STREET LIGHTS & ENVIRONMENT

18.1 List of street lights that need to be repaired has been given to electrician.

19. BUILDING INSPECTOR

19.1 1 permit closed and sent to the MRC

19.2 1 shed permit issued

20. MISCELLANEOUS

20.1 Standards pertaining to Vacant buildings – Discussion

Articles 5.4.1 and 5.4.2 of the Construction By-Law 2022-0592 determine the action to be taken regarding dangerous structures as well as unoccupied, incomplete or abandoned structures.

If a structure is a danger to personal safety, it must be strengthened immediately or made inaccessible, after being noted, at the expense of the property owner. A dangerous or derelict structure must be restored, repaired or demolished no later than ninety (90) days after the dangerous condition is noted. Applicable permit fees apply.

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21. QUESTION PERIOD (15 minutes)

22. ADMINISTRATION

Resolution

22.1 Approval of expenses list between February 6, 2024 and March 8, 2024

Moved by:
Seconded by:

AND RESOLVED THAT Council approve and authorize the payment of expenses for the period between February 6, 2024 and March 8, 2024 for the amount of \$54,871.54

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

23. IN CAMERA

- 23.1 Rental inspection report
- 23.2 Meeting with SQ
- 23.3 New Horizons for Seniors Program

24. CLOSING OF THE MEETING

Resolution

24.1 Close the meeting of March 14, 2024