MUNICIPALITÉ DE RAPIDES-DES-JOACHIMS

AGENDA

Ordinary session of November 14, 2024

1. OPENING OF THE SESSION

2. ADOPTION OF THE AGENDA

Resolution 2.1 Adoption of the agenda of November 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 October 3, 2024

5. MAYOR'S AND COUNCILLOR'S REPORT

5.1 Mayors report

6. CORRESPONDANCE (10 minutes)

6.1 **DRDH – Community Needs Assessment Sessions**

The Deep River & District Hospital is inviting community members to participate in a comprehensive community needs assessment, designed to gather valuable feedback from residents to help shape the future of healthcare services in our area.

Three planned sessions will be held from 6:30PM-8:30PM:

- At the Deep River Library on November 18th 2024
- At the Chalk River Legion on November 19th 2024
- At the Petawawa Civic Center on November 20th 2024

Each session will feature a brief presentation from a member of the DRDH executive leadership team, followed by a facilitated workshop to collect ideas, understand local healthcare gaps, and explore opportunities for the future.

Community members interested in participating can register in advance at www.drdh.org under the 'In the Spotlight' section, email assistance@drdh.org or call 613-584-3333 x 7100.

7. TABLING OF DOCUMENTS

Resolution 7.1 **ADOPTION OF A SPECIFIC DIRECTIVE RELATING TO THE CHARTER OF THE FRENCH LANGUAGE**

WHEREAS the Act respecting French, the official and common language of Québec (S.Q. 2022, c. 14), assented to on June 1, 2022, amended the Charter of the French Language (CQLR, c. C-11) (hereinafter the "Charter");

WHEREAS the Charter establishes a duty of exemplarity for the civil administration, notably requiring municipal bodies to use the French language in an exemplary manner in their activities;

WHEREAS the Language policy of the State, which came into effect on June 1, 2023, applies to municipal bodies;

WHEREAS the Regulation respecting the language of the civil administration (CQLR, c. C-11, r. 8.1) and the Regulation respecting the derogations to the duty of exemplarity of the civil administration and the documents drawn up or used in research (CQLR, c. C-11, r. 5.1) complement the legal regime applicable to the civil administration regarding the use of French and provide, in addition to those stated in the Charter, situations where a language other than French may be used;

WHEREAS, in accordance with section 29.15 of the Charter, an agency of the civil administration to which the language policy of the State applies must adopt a directive specifying the nature of situations in which it intends to use a language other than French in cases allowed by the Charter and its regulations and reviewed it at least every 5 years;

WHEREAS an organization recognized under section 29.1 of the Charter may depart from the obligation to use French in an exemplary manner when, in accordance with the Charter, it uses the language that its recognition allows it to use;

WHEREAS the obligation to transmit this directive, as well as any subsequent revisions, to the Minister of the French Language in addition to making it public on the municipality's website;

THEREFORE, it is moved by:
seconded by:

AND RESOLVED TO adopt the "Directive on the Use of a Language Other than the Official Language" of the municipality of Rapides-des-Joachims attached in Appendix A (hereinafter the “Directive”);

AND RESOLVED THAT the Directive of the municipality of Rapides-des-Joachims replaces the general directive of the Minister of the French Language in force since June 1, 2023;

AND RESOLVED THAT this Directive will be:
- transmitted to the Minister of the French Language;
- published on the municipality’s website;
- distributed to the staff of the municipality;
- reviewed at least every five years

7.2 **Councillor’s letter of resignation**

In accordance with the Act respecting elections and referendums in municipalities, section 316, the clerk-treasurer submits to the council the letter of resignation of the councillor of seat N°3, Ann Gagnon, received on November 7, 2024, and effective immediately.

Resolution

7.3 **NOTICE OF VACANCY FOR THE POSITION OF COUNCILLOR SEAT N°3**

WHEREAS on November 14, 2024, the clerk-treasurer, in accordance with section 316 of the Act respecting elections and referendums in municipalities, shall table the writing before the council at the first sitting after it is transmitted;

WHEREAS the term of office of councillor Gagnon ended on November 7, 2024;

WHEREAS the vacancy of the position of councillor seat N°3 is noted 12 months or less before the day fixed for the next general election;

WHEREAS in accordance with section 337 of the Act respecting elections and referendums in municipalities, the position of Councillor is not required to be filled until the general election of November 2, 2025 unless otherwise ordered by the municipal council;

Moved by:
Seconded by:

AND RESOLVED THAT The clerk-treasurer notifies the Municipal Council, in accordance with section 333 of the Act respecting elections

and referendums in municipalities, of the vacancy in the position of councillor seat N°3 of the municipality of Rapides-des-Joachims;

AND RESOLVED THAT The municipal council of Rapides-des-Joachims does not order a by-election to fill the vacancy.

8. FOLLOW-UP

8.1 **End of season closures**

The Campground and Splashpad are both closed and winterized for the year.

8.2 **DG Meeting**

The next DG meeting will be held on Thursday, December 5th 2024 at 8:30AM. The DG will join virtually by TEAMS and the municipal office will be closed; a public notice will be posted.

8.3 **Mill road maintenance**

The road has been graded and some fresh gravel has been put down in conformity with budget item 52100.

8.4 **50th Wedding Anniversary – Certificate Request**

An official certificate to commemorate a 50th wedding anniversary has been received by the province of Quebec, specifically from André Fortin's office. It will be presented to the local couple.

9. ROADS

10. DUMP & GARBAGE

Resolution

10.1 **FINANCIAL AGREEMENT WITH ÉCO ENTREPRISES QUÉBEC (ÉEQ)**

WHEREAS the *Environment Quality Act* (R.S.Q., c. Q-2) (the " Act") was amended by the *Act to amend mainly the Environment Quality Act as regards deposits and selective collection* (S.Q. 2021, c. 5), assented to on March 17, 2021;

WHEREAS section 53.31.0.2 of the Act, as amended, provides that no municipality or group of municipalities may, on its own initiative, develop or implement all or part of a system for the selective collection of certain recyclable materials when the development, implementation and financing of such a system is entrusted to persons by by-law;

WHEREAS the *Regulation respecting a selective collection system for certain residual materials* (RLRQ, c. Q-2, r. 46.01) ("the Regulation") came into force on July 7, 2022;

WHEREAS ÉEQ is the management organization designated under Section I of Chapter III of the Regulation to develop, implement and financially support a Quebec-wide selective collection system for certain recyclable materials;

WHEREAS the Signatory Organism is party to a contract for the collection and transportation of residual materials ending after December 31, 2024 or plans to award a short contract for the year 2025;

WHEREAS section 20 of the Regulation provides for the conclusion of an agreement between ÉEQ and a municipal body or aboriginal community that is party to a contract for the collection and transportation of residual materials that ends on a date subsequent to December 31, 2024, on the compensation of this municipal body or community for the services referred to in section 53.31.1 of the Act as it read before December 31, 2024, provided between January 1, 2025 and the end date of said contract;

WHEREAS certain other services will be assumed by ÉEQ as part of the selective collection system as of January 1, 2025;

WHEREAS it is necessary for the Parties to provide for the terms and conditions applicable to the payment of compensation and to the services assumed by ÉEQ as of January 1, 2025 through a financial agreement;

WHEREAS ÉEQ has identified the Signatory Organization to enter into such an agreement for the Territory of application;

WHEREAS discussions have taken place between ÉEQ and the Signatory Organization in regards to entering into such an agreement;

WHEREAS the By-law provides for deadlines for the conclusion of the financial agreement;

WHEREAS the financial agreement is submitted to the members of Council;

Moved by:
Seconded by:

AND UNANIMOUSLY RESOLVED,

TO ACCEPT the terms of the financial agreement submitted to the members of Council, which form an integral part of this resolution;

TO AUTHORIZE the MAYOR to sign the financial agreement with Éco Entreprises Québec;

Resolution

10.2 **2025 RECYCLING CONTRACT**

CONSIDERING the financial agreement with Éco Entreprises Québec;

WHEREAS the Municipality is required to enter into a one-year recycling contract from January 1st 2025 to December 31st 2025;

Moved by:
Seconded by:

AND RESOLVED THAT the Municipal Council of Rapides-des-Joachims authorizes director general, Alana Bowes, to sign a one-year recycling contract with McGrimmon Cartage for the year 2025.

11. TOWN HALL

Resolution

11.1 **MUNICIPAL OFFICE HOLIDAY HOURS**

CONSIDERING the DG has one week +1 day of paid holidays remaining for the year 2024;

CONSIDERING Christmas Day, Boxing Day, New Year's Eve and New Years Day are all listed as paid holidays in the DG contract;

WHEREAS the DG requests to use her remaining holidays between Monday, December 23rd 2024 and Friday, January 3rd 2025;

Moved by:
Seconded by:

AND RESOLVED THAT council *(approves/or/denies)* the DG's holiday request;

AND RESOLVED THAT a public notice be posted with the municipal office's holiday hours within the designated locations as well as on the Municipality's social media outlets.

Resolution

11.2 **DG VACATION REQUEST – 2025**

WHEREAS the DG requests one week of vacation, beginning on Monday, March 31st 2025;

WHEREAS the DG advises council she will use one paid personal day on Monday April 7th 2025;

Moved by:
Seconded by:

AND RESOLVED THAT council *(approves/or/denies)* the DG's holiday request;

AND RESOLVED THAT a public notice be posted within the designated locations as well as on the Municipality's social media outlets.

12. MUNICIPAL PROPERTY

13. CIVIL PROTECTION

Resolution

13.1 **RE-ADOPTION OF THE IMPLEMENTATION PLAN (PMO)**

WHEREAS the municipal council of the municipality of Rapides-des-Joachims previously adopted the proposed Implementation Plan of the MRC Pontiac Fire Safety Cover Plan;

WHEREAS significant changes have been made to the plan since its first draft, including updates to the responsibilities of individual municipalities and various other actions;

WHEREAS the regional council of the MRC de Pontiac has adopted a resolution to suspend the filing of the Fire Safety Cover Plan to allow for its re-adoption by local municipalities;

WHEREAS the revised Implementation Plan (PMO) has been presented to the members of the municipal council for their review and consideration;

Moved by:

AND RESOLVED THAT the council hereby adopts the revised Implementation Plan (PMO) as presented, and agrees to implement it as part of its fire safety measures.

14. ACTION PLAN

15. URBANISM & ZONING

16. RECREATION & CULTURE

Resolution

16.1 **SANTA CLAUS PARADE**

CONSIDERING the municipality will be hosting the annual Santa Claus Parade in collaboration with the Maison des Jeunes de Rapides-des-Joachims;

WHEREAS the Maison des Jeunes will be providing the Christmas gifts for the children;

Moved by:
Seconded by:

AND RESOLVED THAT as per the donations and sponsorships policy, the municipality will donate $100 towards the parade, specifically to the Maison des Jeunes du Pontiac RDJ to go towards gifts;

AND RESOLVED THAT the parade will be held on Saturday, December 14, 2024 at 1:00PM

AND RESOLVED THAT the MDJ will do the advertising for the parade as well as registering the floats;

AND RESOLVED THAT there will be 3 prizes (donations) for the best 3 floats and that the judging of the floats be done by the public, by secret ballot.

Resolution

16.2 **CELEBRATE CANADA FUNDING PROGRAM**

WHEREAS the Celebrate Canada funding program provides funding to community-based activities celebrating and promoting National Indigenous Peoples Day on June 21, Saint-Jean Baptiste Day on June 24, Canadian Multiculturalism Day on June 27 and Canada Day on July 1;

WHEREAS these celebrations enable Canadians to appreciate Canada's cultural, ethnic, linguistic and geographic diversity;

WHEREAS the expected results of Celebrate Canada' funding program's support of community-based activities include:

- Providing access to celebrations across Canada, to enable all Canadians to appreciate Canada's cultural, ethnic, linguistic and geographic diversity
- Creating opportunities for Canadians to participate in celebrations that create a sense of pride and belonging to Canada

CONSIDERING the application deadline is Thursday, November 21st 2024;

Moved by:
Seconded by:

AND RESOLVED THAT council authorizes the director general, Alana Bowes, to apply for the Celebrate Canada Funding on behalf of the Municipality of Rapides-des-Joachims;

AND RESOLVED THAT the application submitted be for the event project named St-Jean Baptiste 2025 – RDJ which will be held on Saturday, June 28th, 2025;

AND RESOLVED THAT the Municipality of Rapides-des-Joachims request project funding in the amount of $3,500 for the event.

16.3 **Upcoming NHSP Activities**

- Christmas planter workshop held on November 20th 2024 at the Community Center
- Christmas social held on December 14th at the Community Center
- Yoga classes will resume in the New Year. Dates to be determined.

17. CAMPGROUND & PICNIC AREA

18. STREET LIGHTS & ENVIRONMENT

18.1 Streetlight out on Rue du Centre/Rue de la Colline intersection

19. BUILDING INSPECTOR

19.1 1 new shed permit issued
19.2 1 change of use permit issued
19.3 7 permits have been closed and sent to the MRC

20. MISCELLANEOUS

Resolution 20.1 **CANADA SUMMER JOBS 2025 PROGRAM**

CONSIDERING the Canada Summer Jobs (CSJ) program Call for Applications will be launched during the week of November 18, 2024, and will close on December 19, 2024 at 11:59 p.m. this year;

WHEREAS council authorizes director general, Alana Bowes, to apply for two (2) summer students for 2025 on behalf of the municipality of Rapides-des-Joachims;

Moved by:
Seconded by:

AND RESOLVED to apply for an office assistant summer student;

AND RESOLVED to apply for a public works/campground student;

AND RESOLVED THAT both positions will be paid an hourly wage of $15.75 at 30 hours/week.

Resolution 20.2 **CALL FOR TENDER –**
TOWN HALL ROOF INSULATION

WHEREAS the Municipality of Rapides-des-Joachims needs to submit a call for tender between $334,400.00 and $353,299.00 for the insulation and necessary repairs of the Town Hall flat roof;

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 public call for tender 2024-RDJ-03 was posted as well as a public notice on November 7th 2024 and bids are being accepted electronically through the SEAO and in person at town hall during regular hours until November 25th 2024.

Resolution 20.3 **CALL FOR TENDER –**
RECONSTRUCTION OF TOWN HALL

WHEREAS the Municipality of Rapides-des-Joachims needs to submit a call for tender between $133,800.00 and $334,399.00 for the reconstruction of the interior of Town Hall following the decontamination work that was done;

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.

Discussion

20.4 **DRDCF Flyers**

The Deep River & District Community Foundation has requested that the Municipality of Rapides-des-Joachims assist by spreading the word to its citizens of upcoming grant opportunities by way of flyers.

Resolution

20.5 **F-250 – MAINTENANCE**

WHEREAS the F-250 is due for an oil change;

Moved by:
Seconded by:

AND RESOLVED THAT council authorizes the director general, Alana Bowes, to set up an appointment at Canadian Tire for an oil change;

21. QUESTION PERIOD (15 minutes)

22. ADMINISTRATION

Resolution

22.1 Approval of expenses list between October 1, 2024 and November 11, 2024

Moved by:
Seconded by:

AND RESOLVED THAT Council approve and authorize the payment of expenses for the period between October 1, 2024 and November 11, 2024 for the amount of $245,753.92

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

Alana Bowes
Clerk-Treasurer

23. IN CAMERA

23.1 Notice to tenant
23.2 Employees
23.3 DG Performance evaluation report

24. CLOSING OF THE MEETING

Resolution

24.1 Close the meeting of November 14, 2024