MUNICIPALITÉ DE RAPIDES-DES-JOACHIMS

AGENDA

Ordinary session of December 12, 2024

1. OPENING OF THE SESSION

2. ADOPTION OF THE AGENDA

Resolution 2.1 Adoption of the agenda of December 12, 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 November 14, 2024

Resolution 4.2 Adoption of the minutes of the special meeting held on November 28, 2024

5. MAYOR'S AND COUNCILLOR'S REPORT

5.1 Mayors Report

5.2 **DG Report**

- Emilie Baudin from the FQM presented a program called Éco Énergie 360. It is a turn key energy efficiency improvement project that would consist of the FQM analysing existing municipal infrastructure for eligibility, determining the works to be done, publishing a call for tender, managing the project and providing the financing required to complete the project. The dollars saved on energy bills following the project are put towards the project costs. Emilie is available to present the program to council in further detail at their request, either in-person or virtually.
- A new FRR grant is available to local stores. For more information, business owners are encouraged to reach out to the MRC's economic development team at 819-648-5689 ext. 122 or by e-mail at developpement@mrcpontiac.qc.ca
- Mr. Belanger from Hydro Quebec presented available energy efficiency programs available to municipalities. There is a winter credit program that aims at promoting energy consumption between the peak hours of 6am-9am and 4pm-8pm. This would require the changing of habits and routine to minimize energy consumption. Another program offers additional savings upon switching over to energy efficient products such as lighting, heating, streetlights, etc.
- The updated mapping on wet lands and flood risk areas is still ongoing at all levels of government. Public consultations will take place before their final adoption, dates to be determined. Once complete, training will be available for DG's and building inspectors.
- Julien Gagnon from the MRC is working on working on an action plan/guideline for municipalities to use during power outages.
- The Canada Post strike is still ongoing. The MRC discusses options for sending out tax bills if the strike continues through to March. Purolator and e-mail are mentioned.
- 811 will be campaigning to raise awareness on the services that they offer. The campaign will be shared on socials as well as posted in the mailbox building.
- The new ÉEQ recycling program will be beginning in 2025. Webinars will be available to the public in the coming month. It is not called 'recycling' anymore, it is now referred to as 'recoverable'. The new motto is: ''Containers, packaging, printed materials. That's it.''

6. CORRESPONDANCE *(10 minutes)*

7. TABLING OF DOCUMENTS

Resolution

7.1 **AWARDING OF A PUBLIC TENDER CONTRACT**

WHEREAS the Municipality of Rapides-des-Joachims held a public call for tenders via the Système électronique d'appel d'offres (SEAO) as notice no. 2024-1119 (2024-RDJ-04) for the reconstruction of town hall leading to energy efficiency;

WHEREAS the sitting to open tenders was held on Monday, December 9, 2024 at 1:30PM as part of public call for tenders no. 2024-1119 (2024-RDJ-04);

WHEREAS the following businesses submitted a tender before the deadline at 1:00PM on December 9, 2024;

Company Name	**Amount (before taxes)**
Service Sinistre Outaouais	$233,446.75
TMR3 Couvreur Inc.	$295,424.00

WHEREAS, following consideration and analysis of the tenders, they were found compliant;

THEREFORE,
It is moved by:
Seconded by:

AND RESOLVED THAT the council accepts the tenders received;

AND RESOLVED THAT the council award the contract in the amount of $_____ (plus taxes) to _____, *the lowest compliant tenderer*, for the execution of the work to reconstruct the interior of town hall, in accordance with the published tender documents and the tender submitted;

AND RESOLVED THAT the expenses be accounted for in budget item 56760;

AND RESOLVED THAT the expenditures be financed by the TECQ 2019-2023 and 2024-2028 (Gas Tax).

Resolution

7.2 **ADOPTION OF BY-LAW 2024-0715 PERTAINING TO THE USE OF RECREATIONAL VEHICLES AND TRAILERS ON THE TERRITORY OF THE MUNICIPALITY**

WHEREAS section 86 of the *Loi sur les compétences municipales (Municipal Powers Act)*, enables municipalities to govern the use of vehicles and trailers for residential or commercial purposes;

WHEREAS a notice of motion was given by Kelsey Daly during a regular meeting of the municipal council, that was held on Thursday, August 1, 2024 to the effect that this by-law be drafted and submitted for adoption;

WHEREAS a public consultation was held on Thursday, August 1, 2024;

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WHERAS a second public consultation was held on Thursday, September 12, 2024;

WHEREAS council held an in-camera session on Monday, November 4, 2024 to review the feedback received at both public consultations;

WHERAS the Municipality of Rapides-des-Joachims does hereby deem it advisable to enact a permit system for the use of recreational vehicles and trailers on a temporary basis;

WHEREAS the present By-Law repeals and replaces any previous By-Laws applicable to trailers and motorhomes in use throughout the territory of the municipality;

WHEREAS this By-Law does not apply to Camping McConnell;

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

THEREFORE, it is
Moved by:
Seconded by:

AND UNANIMOUSLY RESOLVED THAT the following By-Law was read this 19th day of December 2024, adopted and come into force in accordance with the law.

SECTION 1 DEFINITIONS

1.1 This By-Law applies to mobile vehicles that are self-propelled or can be pulled by a truck or car, and that can be used as temporary or seasonal habitation, shelter or office. In no case will a recreational vehicle be considered a main building. It must be able to be moved by a domestic vehicle without obtaining a special permit from the Ministère du Transport du Québec (MTQ).

The terms recreational vehicle and trailer include the following types of vehicles:

- Truck campers,
- Popup campers,
- Camper trailers,
- Camper vans,
- Caravans,
- Travel trailers,
- Fifth-wheel trailers, and
- All classes of motorhomes

This By-Law does not apply to the prefabricated structures referred to as mobile homes, trailer homes.

Lot: A piece of property identified with a unique cadastral number, corresponding to the official Cadastral Plan of Québec

Accessory construction: a structure which is on the same parcel of property as a principal structure used to accommodate primary construction. (Example: Shed, deck and gazebo)

Constructible: A land that is suitable for construction. For the purposes of this By-Law, this word means the right to build on a piece of land situated in the low-velocity zone of a floodplain

Floodplain: An area occupied by a lake or watercourse during flood periods. For the purposes of this By-Law, the floodplain corresponds to the geographic extent of the flood area whose limits have been identified using the 20-year and 100-year flood elevations, as referred to in this By-Law. The floodplain includes two zones: High-velocity zone: This zone corresponds to the part of the floodplain that may be flooded during a 20-year flood event. Low-velocity zone:

This zone corresponds to the part of the floodplain beyond the high-velocity zone that may be flooded during a 100-year flood event. For the purposes of this By-Law, the floodplain also includes the littoral of lakes and watercourses.

SECTION 2 INSTALLATION FOR USE OF RECREATIONAL VEHICLES AND TRAILERS ON A VACANT NON-CONSTRUCTIBLE LOT WITHIN THE FLOODPLAIN

A maximum of one (1) recreational vehicle may be installed on a vacant lot, non-constructible, within the floodplain to serve as a temporary/seasonal habitation for **a maximum of 6 months, between May and October of the same year**, provided that:

2.1 It belongs to the owner of the land on which it is parked.
2.2 It is licensed and can be moved by a domestic vehicle without obtaining a special permit from the Ministère du Transport du Québec (MTQ).
2.3 It is installed in a way that respects the protected waterfront band, as defined in the master plan of the municipality, the zoning By-Law N°03-92, and the transitional regime for the management of floodplains, banks and littoral or any provincial regulations regarding flood zones in effect.
2.4.1 If the lot is serviced with an existing septic system, the septic can be used on the condition that a letter of conformity from an engineer or professional technologist is provided.
2.4.2 If the lot is not serviced with a septic system, the recreational vehicle must be equipped with a usable, functional, and sealed holding tank system. It is the responsibility of the owner of the vehicle to dispose of any septic waste at an appropriate waste disposal site. Proof of proper disposal of wastewater is required.
2.5 The setbacks from all property lines are a minimum of 8 meters.
2.6 There are no permanent accessory constructions to the recreational vehicle.
2.7 A permit application is submitted, approved and paid prior to any installation.
2.8 The trailer and accessories must be removed no later than October 31st each season. The municipality will not be held responsible for any flooding to the recreational vehicle, the property or any other installation.

SECTION 3 INSTALLATION FOR USE OF RECREATIONAL VEHICLES AND TRAILERS ON A VACANT CONSTRUCTIBLE LOT

A maximum of two (2) recreational vehicles may be installed on a vacant constructible lot to serve as a temporary/seasonal habitation for **a maximum of 6 months, between May and October of the same year**, provided that:

3.1 The land was acquired by the owner on or before August 1, 2024.
3.2 It and can be moved by a domestic vehicle without obtaining a special permit from the Ministère du Transport du Québec (MTQ).
3.3 It is installed in a way that respects the protected waterfront band, as defined in the master plan of the municipality, the zoning By-Law N°03-92, and the transitional regime for the management of floodplains, banks and littoral or any provincial regulations regarding flood zones in effect.
3.4.1 It is serviced by a septic system in accordance with the regulations on the *'Regulation respecting the evacuation and treatment of wastewater from isolated dwellings' (Q-2. R.22).*
3.4.2 If the lot is not serviced with a septic system, the recreational vehicle must be equipped with a usable, functional, and sealed holding tank system. It is the responsibility of the owner of the vehicle to dispose of any septic waste at an appropriate waste disposal site. Proof of proper disposal of wastewater is required.
3.5 The setbacks from all property lines are a minimum of 8 meters.
3.6 There are no permanent accessory constructions to the recreational vehicle.
3.7 A permit application is submitted, approved and paid prior to any installation.

3.8 The lot must have been acquired on or before August 1, 2024; otherwise, Section 4 is applicable.

3.9 The trailer(s) and accessories must be stored no later than October 31st each season. See Section 7 for storage specifications and requirements. The municipality will not be held responsible for any flooding to the recreational vehicle, the property or any other installation.

SECTION 4 INSTALLATION FOR USE OF RECREATIONAL VEHICLES AND TRAILERS ON A VACANT CONSTRUCTIBLE LOT ACQUIRED AFTER AUGUST 1, 2024

4.1 Any vacant constructible lot acquired after August 1, 2024, according to the date of transfer on the official notarized documents, will not be permitted to install a trailer.

4.2 Trailers will only be permitted as a temporary habitation during construction of a main dwelling, only after a construction permit application has been submitted, paid and approved by the municipality.

SECTION 5 INSTALLATION AND USE OF RECREATIONAL VEHICLES AND TRAILERS ON A LOT WITH A MAIN DWELLING

A maximum of one (1) recreational vehicle may be installed on a lot with a main building to serve as a temporary/seasonal habitation for **a maximum of 6 months, between May and October of the same year**, and/or for storage provided that:

5.1 It can be moved by a domestic vehicle without obtaining a special permit from the Ministère du Transport du Québec (MTQ).

5.2 It is installed in a way that respects the protected waterfront band, as defined in the master plan of the municipality, the zoning By-Law N°03-92, and the transitional regime for the management of floodplains, banks and littoral or any provincial regulations regarding flood zones in effect.

5.3.1 It is serviced by a septic system in accordance with the regulations on the *'Regulation respecting the evacuation and treatment of wastewater from isolated dwellings' (Q-2. R.22).*

5.3.2 Under no circumstance can a trailer or recreational vehicle be attached to the dwellings septic system. It is the responsibility of the owner of the vehicle to dispose of any septic waste at an appropriate waste disposal site. Proof of proper disposal of wastewater is required.

5.4 The setbacks from all property lines are a minimum of 8 meters.

5.5 There are no permanent accessory constructions to the recreational vehicle.

5.6 A permit application is submitted, approved and paid prior to any installation.

5.7 The trailer(s) and accessories must be stored no later than October 31st each season. See Section 7 for storage specifications and requirements. The municipality will not be held responsible for any flooding to the recreational vehicle, the property or any other installation.

SECTION 6 INSTALLATION AND USE OF VISITING RECREATIONAL VEHICLES AND TRAILERS

Recreational vehicles and trailers may be installed to accommodate visitors and to serve as a temporary/seasonal habitation provided that:

6.1 It is licensed and can be moved by a domestic vehicle without obtaining a special permit from the Ministère du Transport du Québec (MTQ).

6.2 It is installed in a way that respects the protected waterfront band, as defined in the master plan of the municipality, the zoning By-Law N°03-92, and the transitional regime for the management of floodplains, banks and littoral or any provincial regulations regarding flood zones in effect.

6.3 Under no circumstance can a trailer or recreational vehicle be attached to the dwellings septic system. It is the responsibility of the owner of

the vehicle to dispose of any septic waste at an appropriate waste disposal site. Proof of proper disposal of wastewater is required.

6.4 The setbacks from all property lines are a minimum of 8 meters.

6.5 There are no accessory constructions to the recreational vehicle.

6.6 A permit application is submitted and approved prior to any installation.

6.7 The visiting trailer(s) is only permitted for a **maximum of 15 days**.

SECTION 7 STORAGE OF RECREATIONAL VEHICLES AND TRAILERS

A maximum of two (2) recreational vehicles may be stored on a lot provided that:

7.1 The recreational vehicle or trailer is stored in the side or back yard of the main building 8 meters from all property lines.

7.2 The recreational vehicle or trailer is not serviced by water, septic or electricity.

7.3 The municipality will not charge a fee for a properly stored recreational vehicle or trailer, as per above. If a 'stored' trailer is being used on the property for any length of time, an annual fee is applicable as per Section 10.

SECTION 8 SPECIAL CIRCUMSTANCES

Any derogation to any of the sections of this By-Law can be made by request to the Municipal Inspector, and approved only by way of resolution by the Municipal Council.

SECTION 9 CONFORMITY

Every trailer as of the date of coming into force of this By-Law, will have a maximum of **thirty (30) days** to conform to the current By-Law. Failure to comply could result in the removal of the trailer, daily fines and/or legal action against the owner by the Municipality of Rapides-des-Joachims.

SECTION 10 PROHIBITIONS

10.1 No person shall have a recreational vehicle or trailer on any property within the Municipality without a license unless defined in Section 7, even if the recreational vehicle or trailer was placed on the property prior to the date of passing of this By-Law

10.2 A recreational vehicle or trailer located and used on any lot shall not be considered a primary structure or building on any property in any zone within the Municipality of Rapides-des-Joachims and no person shall construct or permit the construction of any permanent accessory structure of any size.

10.3 No person shall have a recreational vehicle or trailer on any municipal or public property within the territory of the Municipality for camping purposes, with the exception of Camping McConnell.

SECTION 11 PERMITS

11.1 Permits must be obtained by the registered owner(s) for the property

11.2 Permits shall be displayed in or upon the recreational vehicle or trailer in a place that can be easily seen from the outside of the recreational vehicle or trailer

11.3 The property on which a recreational vehicle or trailer is located shall have an entrance, which is constructed in accordance with the standards determined by the Municipality

11.4 A civic number sign shall also be displayed at the entrance to the property to allow for emergency vehicle access prior to the issuance of a permit

11.5 Every registered owner who applies for a permit as allowed under this By-Law shall apply to the Municipality on the prescribed form, being 'APPENDIX A' to this By-Law, and be accompanied by the required fee and any required supporting documentation. No permit shall be issued unless the prescribed fee has been paid.

11.6 Without limiting the generality of the foregoing, Council may revoke or suspend a permit for:
11.6.1 A breach of the Criminal Code of Canada
11.6.2 A violation of the provisions of this or any other By-Law of the Municipality
11.6.3 A violation of any Act, Law or Regulation

SECTION 12 FEES & PERMITS

12.1 A permit is required for all trailers and recreational vehicles for any usage (seasonal habitation, storage, etc.)
12.2 A charge of $200 per trailer permit
12.3 A charge of $50 for the usage of the municipal waste disposal site
12.4 A properly stored trailer, as per Section 7, will not be subject to a fee
12.5 Fees for the required permit will be reviewed on an annual basis

SECTION 13 APPLICATION OF BY-LAW

13.1 The Municipal Inspector, while exercising his or her duties, has the right to visit any immoveable property between the hours of 7:00am and 7:00pm. The Municipal Inspector may inspect the inside of a house, building or recreational vehicle or trailer, in order to determine that the present By-Law is respected.
13.2 The owners, tenants or occupants are obligated to let the Municipal Inspector access the property. They must also answer all questions relevant to the application of the present By-Law.
13.3 The Municipal Inspector may take photos as well as any samples that he or she deems necessary.
13.4 The Municipal Inspector may issue an order requiring the removal of any recreational vehicle or trailer or any accessory constructions that are in contravention of this By-Law.

SECTION 14 RESPECT OF THE ENFORCEMENT OFFICER

14.1 Anyone present when the Municipal Inspector is conducting an inspection shall not insult, intimidate, threaten or harm the officer in any way.

SECTION 15 INFRACTION

15.1 Whosoever contravenes a provision of this By-Law commits an offense and is liable to a fine of eight hundred dollars ($800) in the case of a natural person and one thousand dollars ($1,000) in the case of a moral person for the infraction. In each case, legal expenses shall be additional if applicable.
15.2 A second violation to this By-Law will result in the withdrawal of the permit and the removal of the trailer(s) within 24 hours notice from the Municipal Inspector.

SECTION 16 POWERS OF THE JUDGE

16.1 In the case where the Judge of the Court gives a sentence concerning an infraction to the By-Law, he may, over and above the fine and costs, order necessary corrections within a prescribed delay.
16.2 If an offender fails to comply with the sentence, the Judge may authorize the Municipality to make the necessary corrections at the offender’s expense.

SECTION 17 REPLACEMENT

The present By-Law replaces any preceding Municipal By-Laws concerning the use of recreational vehicles and trailers on the territory of the Municipality.

SECTION 18 ENTRY INTO FORCE

The present By-Law shall enter into force in accordance with the Law and considering the requirement of Section 9.

7.3 **NOTICE OF MOTION FOR DRAFT BY-LAW NUMBER 2024-12 DECREEING THE REMUNERATION OF THE ELECTED MUNICIPAL OFFICERS**

A NOTICE OF MOTION is given by Stephany Rauche at this regular sitting of council on December 12, 2024, to the effect that it will be presented at the present sitting, draft by-law number 2024-12 decreeing the remuneration of council.

Draft by-law number 2024-12 is filed and copies of the by-law have been made available to the public.

Resolution

7.4 **DRAFT BY-LAW 2024-12 DECREEING THE REMUNERATION OF THE ELECTED MUNICIPAL OFFICERS**

WHEREAS the Act respecting the remuneration of municipal elected officials (RLRQ c. T-11.001) determines the powers of the council in setting remuneration;

WHEREAS by-law 2020-12-2 currently governs the remuneration of municipal elected officials;

WHEREAS the council wishes to adopt a new regulation relating to the remuneration of council members;

WHEREAS remuneration will be paid no later than 5 working days after the date of the municipal council sitting;

WHEREAS a notice of motion to amend by-law 2020-12-2 was given by Stephany Rauche at this regular sitting of council on December 12, 2024;

Moved by: Stephany Rauche
Seconded by:

AND RESOLVED ***(UNANIMOUSLY OR BY A MAJORITY OF VOTES IN FAVOUR CAST BY TWO-THIRDS OF THE MEMBERS OF THE COUNCIL OF THE MUNICIPALITY, INCLUDING THAT OF THE MAYOR)*** **THAT** Draft By-Law 2024-12 be adopted as follows:

SECTION 1:
The preamble is an integral part of this by-law.

SECTION 2:
The basic annual remuneration of the mayor is set at $12,200.76 and that of each councillor is set at $4,066.92.

SECTION 3:
Half of the basic remuneration of each elected official may only be received by the elected official if he or she attends the regular monthly sittings of the municipal council, each attendance thus entitling him or her to one twenty-fourth of his or her basic annual remuneration.

Elected officials must be present at each extraordinary council meeting to receive the additional corresponding remuneration as outlined in Section 4.

SECTION 4:
Extraordinary Meeting
Council Members: $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 repeals and replaces by-law number 2020-12-2.

SECTION 7:
This by-law shall come into force in accordance with the law.

Resolution

7.5 **AMENDMENT OF DG CONTRACT**

WHEREAS council reviewed the DG's salary during an in-camera session on November 28, 2024 following the annual DG performance evaluation and review;

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 DG2025-01 outlines all amendments made to the contract, article by article;

Moved by:
Seconded by:

AND RESOLVED THAT the attached document DG2025-01 be signed by all parties, being the mayor, Lucie Rivet Paquette and the director general, Alana Bowes, in witness of all present councillors.;

AND RESOLVED THAT the director general's salary increase become effective as of January 1st, 2025;

Resolution

7.6 **EMPLOYEE WAGES AND SALARY INCREASE FOR 2025**

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

Moved by:
Seconded by:

AND RESOLVED THAT the following positions receive a 2.7% raise, coming into effect January 1st, 2025;

- Public Works
- Campground Attendant
- Maintenance Worker
- Janitor
- Building Inspector

AND RESOLVED THAT the new wages will be updated and listed in the attached document titled: *Salaries and wage scale*

Resolution 7.7 **SCHEDULE OF REGULAR COUNCIL SITTINGS**

WHEREAS section 148 of the Municipal Code of Québec provides that the council must establish, before the beginning of each calendar year, the schedule of its regular sittings for the next year, by setting the date and time for each one;

CONSIDERING 2025 is a general election year;

IT IS THEREFORE

Moved by:
Seconded by:

THAT the following schedule of regular council sittings for 2025 be adopted. These sittings will be held on the second Thursday of each month, with the exception of October, and will begin at 7:00PM;

January 9th	July 10th
February 13th	August 14th
March 13th	September 11th
April 10th	October 2nd
May 8th	November 13th
June 12th	December 11th

THAT public notice of the contents of this schedule be published in accordance with the law governing the municipality.

8. FOLLOW-UP

8.1 **<u>50th Wedding Anniversary Certificate</u>**

The official certificate to commemorate the 50th wedding anniversary of Brenda and Russell Meilleur was presented to them at their anniversary dinner party on Saturday, November 23rd 2024

9. ROADS

Resolution 9.1 **PAVL GRANT FOR LOCAL ROADS (PPA-CE)**

WHEREAS the council of the municipality of Rapides-des-Joachims has taken note of the terms and conditions for the application of the Specific Improvement Projects (PPA) component of the Local Roads Assistance Program (PAVL) and undertakes to respect them;

WHEREAS the road network for which a request for financial assistance was granted is under municipal jurisdiction and is eligible for the PAVL;

WHEREAS the work was carried out in the calendar year during which the Minister authorized it;

WHEREAS the work or the inherent costs are eligible for the PAVL;

WHEREAS the accountability form V-0321 has been duly completed;

WHEREAS the transmission of the rendering of accounts for the projects was carried out at the end of the work or no later than December 31, 2023 of the calendar year during which the Minister authorized them;

WHEREAS the payment is conditional on the acceptance, by the Minister, of the rendering of accounts relating to the project;

WHEREAS, if the rendering of accounts is judged to be in conformity, the Minister makes a payment to the municipalities according to the list of work that he has approved, without however exceeding the maximum amount of assistance as it appears in the letter announcement;

WHEREAS the other sources of funding for the work have been declared;

Moved by:
Seconded by:

FOR THESE REASONS, it is unanimously resolved and adopted that the council of the municipality of Rapides-des-Joachims approves the expenses of an amount up to $15,000 relating to the work of improvement and the eligible inherent costs mentioned in form V-0321, in accordance with the requirements of the Ministère des Transports du Québec, and acknowledges that in the event of non-compliance with these requirements, the financial assistance will be terminated.

10. DUMP & GARBAGE

Discussion 10.1 MRC – Annual TNO Dump fees

Resolution 10.2 **HOLIDAY COLLECTION SCHEDULE**

CONSIDERING Christmas and New Years are Statutory Holidays

WHEREAS Both holidays land on the designated garbage and recycling collection days;

Moved by:
Seconded by:

AND RESOLVED THAT the garbage and recycling collection dates be rescheduled for the following days;

- From Wednesday, December 25th to Thursday December 26th
- From Wednesday, January 1st to Thursday, January 2nd

AND RESOLVED THAT a public notice be posted.

Discussion 10.3 **Dump schedule – End of year review**
Following the municipal dump's schedule change that took effect for the year 2024, the DG presents council with the end of year stats regarding attendance & usage versus employee salary.

11. TOWN HALL

11.1 Municipal Office
The director general will be out of office on Tuesday, December 17th, 2024. The building inspector will still be in office from 9am-12pm and 1pm-3pm. A public notice has been posted.

12. MUNICIPAL PROPERTY

13. CIVIL PROTECTION

14. ACTION PLAN

15. URBANISM & ZONING

16. RECREATION & CULTURE

16.1 **Annual Santa Claus Parade**
The parade is being held on Saturday, December 14th beginning at 1pm and ending at the Community Center. Followed by gifts from Santa Claus, parade float voting and announcement and a Christmas Social with treats and beverages.

16.2 **Upcoming NHSP Activities – held at the Community Center**

- Christmas Social on December 14th at 2PM
- Wooden sign workshop on December 18th at 6:00PM

17. CAMPGROUND & PICNIC AREA

18. STREET LIGHTS & ENVIRONMENT

Resolution 18.1 **STREET LIGHT REPAIRS**

WHEREAS three (3) streetlights are out and require repairs;

Moved by:
Seconded by:

AND RESOLVED THAT the following streetlights be repaired by the municipality's electrician;

- Intersection of rue du centre and rue de l'église
- Intersection of rue de l'église and rue principale
- Intersection of rue de la colline and rue du centre

19. BUILDING INSPECTOR

20. MISCELLANEOUS

Resolution 20.1 **ATTRIBUTION OF A MANDATE FOR PROFESSIONNAL JUDICIAL SERVICES TO DEVEAU DUFOUR MOTTET AVOCATS s.e.n.c.r.l. – OUTAOUAIS – JANUARY 1, 2025 TO DECEMBER 31, 2025**

WHEREAS in preparation of its budget for the upcoming year, the Municipality of Rapides-des-Joachims as accepted the offer of judicial services from Deveau Dufour Mottet Avocats s.e.n.c.r.l. – Outaouais in order to be able to have professional support to that effect;

WHEREAS the offer of judicial services dated October 21, 2024, prepared to that effect by Deveau Dufour Mottet Avocats s.e.n.c.r.l. – Outaouais;

CONSEQUENTLY:
It is moved by:
Seconded by:

AND RESOLVED THAT this council retains the offer of legal services submitted by Deveau Dufour Mottet Avocats s.e.n.c.r.l - Outaouais, which is described as follows:

- Service offered: Telephone consultation, unlimited number of hours;
- Persons authorized to consult: The mayor, the general director, the building and environmental inspector;
- Duration of the contract: 1 year, from January 1st 2025 to December 31st 2025
- Fixed cost: $1,000 per year, plus taxes;
- For all other requested mandates: Hourly rate of $290 per hour;
- Fees for tax collection files: 15% of the amount recovered (minimum of $200), taxes and disbursements extra, but not including execution procedures.
- All invoices not paid after 60 days will bear interests at a rate of 10% per annum.

Resolution 20.2 **ADMQ & FQM ANNUAL MEMBERSHIPS FOR 2025**

Moved by:
Seconded by:

AND RESOLVED to approve the expenses for the annual membership fees with the ADMQ and the FQM

Resolution 20.3 **RESIDENCE MEILLEUR**

Moved by:
Seconded by:

AND RESOLVED to approve the annual contribution of $500 to Residence Meilleur, representing the 8th year out of 10, ending in 2027

Resolution 20.4 **INSURANCE RENEWAL FOR 2025**

Moved by:
Seconded by:

AND RESOLVED to approve the expenses for the Municipality's insurance renewal with the MMQ

Resolution 20.5 **2025 CONTRACT WITH WILLIAM FENTON**

WHEREAS William Fenton is a computer support technician offering his services at $150 per month, which includes:

- addressing any technical issues remotely within a 24-hour turnaround time
- providing technical assistance remotely when needed
- monthly maintenance, monthly inspection of backup mechanisms for daily data backups and weekly image backups
- keeping the main office PC up to date and functioning optimally

Moved by:
Seconded by:

AND RESOLVED THAT council agrees to the terms of the contract;

AND RESOLVED THAT council authorizes director general, Alana Bowes, to sign a contract with William Fenton on behalf of the Municipality of Rapides-des-Joachims.

21. QUESTION PERIOD *(15 minutes)*

22. ADMINISTRATION

Resolution 22.1 Approval of expenses list between November 12, 2024 and December 9, 2024

Moved by:
Seconded by:

AND RESOLVED THAT Council approve and authorize the payment of expenses for the period between November 12, 2024 and December 9, 2024 for the amount of $43,686.88

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

24. CLOSING OF THE MEETING

Resolution 24.1 Close the meeting of December 12, 2024