

MUNICIPALITÉ DE RAPIDES-DES-JOACHIMS

AGENDA

Ordinary session of February 12, 2026

1. OPENING OF THE SESSION

2. ADOPTION OF THE AGENDA

Resolution

- 2.1 Adoption of the agenda of February 12, 2026

3. DECLARATION OF CONFLICT

3.1 Conflict of Interest Declaration

Interim Director General/Clerk-Treasurer Position

Mayor Roger Lafond – Conflict of Interest Declaration

Mayor Lafond has declared a conflict of interest with respect to Agenda Item 8.1. He will recuse himself from the discussion and any decision and will withdraw from the meeting during the consideration of this item.

3.2 Conflict of Interest Declaration

Janitor Position

Councillor Kelsey Daly – Conflict of Interest Declaration

Councillor Daly has declared a conflict of interest with respect to Agenda Item 8.2. She will recuse herself from the discussion and any decision and will withdraw from the meeting during the consideration of this item.

4. ADOPTION OF THE MINUTES

Resolution

- 4.1 Adoption of the minutes of the regular meeting held on January 15, 2026

Resolution

- 4.2 Adoption of the minutes of the special meeting held on January 20, 2026

5. MAYOR'S AND COUNCILLOR'S REPORT

- 5.1 Mayors report

6. CORRESPONDANCE (10 minutes)

Discussion

- 6.1 Friends of Dumoine – Projects and Letter of Support Request

7. TABLING OF DOCUMENTS

7.1 FILING OF THE DGE-1038 EXPENSE FORMS

It is noted that the Treasurer of the Elections has received and filed all DGE-1038 forms in accordance with Section 513.2 of the AERM and has transmitted them to Élections Québec

Resolution

- 7.2 **BY-LAW 2026-0109 RESPECTING THE IMPOSITION OF THE RATES OF PROPERTY TAX AND SERVICES FOR THE FISCAL YEAR 2026 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;

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WHEREAS it is necessary to impose and levy, by way of direct taxation on the taxable property within the Rapides-des-Joachims 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;

WHEREAS a notice of motion given by Dale Levesque at the regular council sitting held on January 15, 2026 to the effect that the present draft By-Law be presented for adoption;

WHEREAS the council is considering By-Law No. 2026-0109 imposing the tax rate for the 2026 fiscal year;

THEREFORE, it is

Moved by:

Seconded by:

AND RESOLVED THAT the municipal council of Rapides-des-Joachims 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 2 GENERAL TAX RATE 2026

ARTICLE 2.1

That the general mill rate of \$0.60 per \$100 value stated in the evaluation role, be implemented for the 2026 fiscal year on all taxable immovables situated in the municipality of Rapides-des-Joachims.

SECTION 3 COMPENSATION – GARBAGE FEES

ARTICLE 3.1

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 2026 fiscal year on all of the following units within the municipality:

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

SECTION 4 INTEREST AND FEES

ARTICLE 4.1

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

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ARTICLE 4.2

A \$30 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 5 PAYMENT DATES 2026

ARTICLE 5.1

Debtors owing municipal taxes for 2026 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

- b) The second of which represents 33% of the total and is due ninety (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 5.2

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 5.3

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 2026
- July 1st 2026
- September 1st 2026

SECTION 6 COMING IN TO EFFECT

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

By-law number 2026-0108 is filed and copies of the By-law have been made available to the public.

Resolution

**7.3 BY-LAW NUMBER 2026-0108 DECREETING THE
 REMUNERATION OF MUNICIPAL COUNCIL MEMBERS
 OF THE MUNICIPALITY OF RAPIDES-DES-JOACHIMS**

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 2024-12 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;

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WHEREAS a notice of motion to present this by-law for adoption was given by Anne-Marie Butler at the regular sitting of council on January 15, 2026;

WHEREAS the draft By-Law 2026-0108 was adopted at the regular sitting of council on January 15, 2026;

WHEREAS public notice was given on Friday, January 16, 2026 by the Rapides-des-Joachims Town Clerk, in accordance with article 9 of the Act respecting the remuneration of elected municipal officers;

WHEREAS this by-law comes into force retroactively from January 1, 2026;

Moved by: Anne-Marie Butler
Seconded by:

AND RESOLVED UNANIMOUSLY, INCLUDING THE VOTE OF THE MAYOR, THAT By-Law 2026-0108 be adopted as follows:

SECTION 1

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

SECTION 2 Annual remuneration and expense allowance

The total annual remuneration of the mayor is set at \$12,200.76, and that of each councillor is set at \$4,066.92.

This total remuneration includes:

- a mandatory expense allowance, calculated in accordance with sections 19 and 19.1 of the Act respecting the remuneration of elected municipal officials, and
- a remunerative portion, which is subject to the attendance conditions set out in Section 3.

SECTION 3 Attendance-based remuneration

Only the remunerative portion of the total annual remuneration is conditional upon attendance at the regular monthly sittings of the municipal council.

One half (1/2) of the total annual remuneration of each elected official constitutes the remunerative portion and is payable in equal monthly instalments, each attendance at a regular monthly sitting entitling the elected official to one twenty-fourth (1/24) of that remunerative portion.

The remaining one half (1/2) of the total annual remuneration constitutes the expense allowance, which:

- is mandatory,
- is not conditional upon attendance, and
- is deemed paid monthly as part of the total remuneration.

SECTION 4 Additional remuneration for meetings

An elected official shall be entitled to additional remuneration only upon actual attendance at the meetings referred to in subsections 4.1 and 4.2.

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No additional remuneration shall be payable in respect of a meeting that an elected official does not attend.

4.1 Extraordinary meetings

For each extraordinary meeting of the municipal council attended, the following additional remuneration shall be payable:

- Councillor: \$75.00
- Mayor: \$225.00

4.2 Committee meetings

(Demolition, Action Plan, Urbanisation & Zoning)

For each mentioned committee meeting attended, the following additional remuneration shall be payable:

- Councillor: \$50.00
- Mayor: \$150.00

SECTION 5 Acting Mayor

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 Final provisions

This by-law repeals and replaces by-law number 2024-12

SECTION 7 Coming into force

This by-law shall come into force in accordance with the law and shall apply retroactively as of January 1, 2026.

Resolution

**7.4 AMENDMENT TO DIRECTOR GENERAL CONTRACT –
2026 COST OF LIVING ADJUSTMENT**

WHEREAS Council discussed the application of the cost-of-living adjustment to the Director General’s salary for the year 2026 during a Council workshop held on January 6, 2026;

WHEREAS Council determined that the cost-of-living adjustment applicable for the year 2026 shall be set at 3%, in accordance with the indexation provisions of the employment contract;

WHEREAS sub-article 10.2 of the Director General’s employment 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 identified as DG2026-01 formalizes the application of the 3% cost-of-living adjustment to the Director General’s salary, retroactive to January 1, 2026;

Moved by:
Seconded by:

AND RESOLVED THAT the attached document DG2026-01 be approved and signed by all parties, being the Deputy Mayor, Kelsey

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Daly, and the Director General, Alana Bowes, in the presence of the councillors;

AND RESOLVED THAT for the year 2026, the Director General's salary adjustment shall consist solely of a 3% cost-of-living indexation, in accordance with the employment contract;

AND RESOLVED THAT said adjustment shall be retroactive to January 1, 2026.

8. FOLLOW-UP

Resolution

8.1 Hiring Decision – Interim Director General / Clerk-Treasurer

WHEREAS the Municipality of Rapides-des-Joachims posted a 18-month term maternity leave replacement position for the role of Interim Director General / Clerk-Treasurer;

WHEREAS interviews for this position were conducted on Wednesday, February 4th, by members of Council, in accordance with applicable municipal practices;

WHEREAS the Mayor declared a conflict of interest with respect to the hiring process for this position and did not participate in the interviews, discussions, deliberations, or decision-making related to the selection of candidates;

WHEREAS Council (excluding the Mayor) has received and reviewed the recommendations and interview results presented by the Director General and is satisfied that the selected candidate meets the qualifications and requirements of the position;

WHEREAS the successful candidate requires flexibility in office hours in order to fulfill the duties of the position;

WHEREAS such flexibility will necessitate an adjustment to the Municipality's regular office hours, while ensuring continued accessibility and service to the public;

WHEREAS pursuant to the *Code municipal du Québec*, Council has the authority to appoint officers and employees and to determine their conditions of employment;

Moved by:

Seconded by:

AND RESOLVED THAT Council appoints _____ to the position of Interim Director General / Clerk-Treasurer, as a maternity leave replacement, for a temporary term of up to eighteen (18) months, or until the return of the Director General, whichever occurs first;

AND RESOLVED THAT The conditions of employment, including hours of work, compensation, and duties, shall be in accordance with the applicable employment agreement, municipal policies, and any resolutions currently in force;

AND RESOLVED THAT Council authorizes a modification to municipal office hours, effective following the commencement of the above-mentioned maternity leave, in order to accommodate the work schedule of the Interim Director General / Clerk-Treasurer, with revised hours to be communicated to the public;

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AND RESOLVED THAT The revised office hours shall remain in effect for the duration of the interim appointment, unless amended by Council resolution;

AND RESOLVED THAT The Director General is authorized to finalize and sign the employment agreement, and to take all necessary administrative steps to implement this resolution.

Resolution

8.2 Hiring Decision – Janitor Position

WHEREAS interviews for the janitor position were held on Wednesday, February 4, 2026;

WHEREAS Councillor Daly declared a conflict of interest and did not participate in the interviews or related discussions;

WHEREAS the Director General provided her recommendation to Council (excluding councillor Daly), and Mayor Lafond and Councillor Butler participated in the interview process;

Moved by:
Seconded by:

AND RESOLVED THAT Council appoint the selected candidate, _____ to the position of Public Works Supervisor, in accordance with the terms and conditions set out in the job posting and applicable municipal policies;

AND RESOLVED THAT the appointment take effect on Friday, February 13, 2026;

AND RESOLVED THAT the Director General is authorized to complete all required administrative steps and sign the employment agreement on behalf of the Municipality of Rapides-des-Joachims.

9. ROADS

10. DUMP & GARBAGE

11. TOWN HALL

Draft Resolution

11.1 Furnace Repair – Circulation Pump

WHEREAS one of the circulation pumps for the furnace at Town Hall requires repairs;

CONSIDERING Kool-Vent sent technicians to troubleshoot the issue;

WHEREAS two (2) quotes have been received from Kool-Vent for councils' consideration;

Moved by:
Seconded by:

Resolution

11.2 Authorization for the Purchase of a Projector and Screen for Town Hall

WHEREAS the Municipality of Rapides-des-Joachims requires appropriate audiovisual equipment to support Council meetings, public meetings, presentations, and administrative operations at Town Hall;

WHEREAS the acquisition of a projector and screen will improve accessibility, communication, and the efficient conduct of municipal meetings and activities;

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Moved by:
Seconded by:

AND RESOLVED THAT Council authorizes the purchase of a projector and screen for use at Town Hall for a maximum expenditure of four hundred dollars (\$400), taxes included;

AND RESOLVED THAT The Director General is authorized to proceed with the purchase, including selecting the supplier and finalizing the transaction, provided that the expenditure does not exceed the authorized maximum;

AND RESOLVED THAT The cost of this purchase shall be charged to budget line 50421 – Town Hall – furnishings.

12. MUNICIPAL PROPERTY

13. CIVIL PROTECTION

14. ACTION PLAN

15. URBANISM & ZONING

16. RECREATION & CULTURE

17. CAMPGROUND & PICNIC AREA

Resolution

17.1 2026 CAMPGROUND SEASON

CONSIDERING By-Law 2024-0502-01 establishes the fees and regulations for Camping McConnell;

CONSIDERING Camping McConnell opens on the long weekend in May and ends on the long weekend in October;

WHEREAS the 2026 Camping McConnell season will begin on Friday, May 15, 2026 and end on Sunday, October 11, 2026;

Moved by:
Seconded by:

AND RESOLVED THAT council approves the 2026 season dates and authorizes director general, Alana Bowes, to notify all seasonal campers and send out the 2026 contracts for each seasonal site.

18. STREET LIGHTS & ENVIRONMENT

19. BUILDING INSPECTOR

20. MISCELLANEOUS

Resolution

20.1 AUTHORIZED SIGNATORIES FOR SCOTIABANK

CONSIDERING the upcoming maternity leave of the Director General and Clerk-Treasurer;

CONSIDERING that corrections must be made to Scotiabank to specify these changes of authorized signatures;

Moved by:
Seconded by:
And unanimously resolved

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THAT Mr. Roger Peter Lafond; Mayor, Kelsey Daly; Deputy Mayor, Ms. Alana Bowes; Director General and Secretary-Treasurer and _____; interim Director General and Secretary-Treasurer, be authorized to jointly sign all checks, drafts, promissory notes and other items for the Municipality of Rapides-des-Joachims, for accounts held at Scotiabank;

THAT the persons authorized under the preceding paragraph, and each of them separately, be authorized to receive from Scotiabank statements of accounts, paid checks and other items charged to the Municipality's account;

THAT the mayor, deputy mayor and the director general and secretary-treasurer, be appointed as representatives of the Municipality of Rapides-des-Joachims with regard to the loans that the latter may contract;

THAT these persons may also, for and on behalf of the Municipality of Rapides-des-Joachims, sign all the documents necessary to give full effect to the loan regulations and guarantees of the Municipality of Rapides-des-Joachims, for all accounts held at Scotiabank.

Resolution

20.2 AUTHORIZED SIGNATORIES FOR THE CAISSE DESJARDINS

CONSIDERING the upcoming maternity leave of the Director General and Clerk-Treasurer;

CONSIDERING that corrections must be made to the Caisse Desjardins to specify these changes of authorized signatures;

Moved by:
Seconded by:
And unanimously resolved

THAT Mr. Roger Peter Lafond; Mayor, Kelsey Daly; Deputy Mayor, Gerard Labelle; Accountant, Ms. Alana Bowes; Director General and Secretary-Treasurer and _____; interim Director General and Secretary-Treasurer, be authorized to jointly sign all checks, drafts, promissory notes and other items for the Municipality of Rapides-des-Joachims, for accounts held at the Caisse Desjardins;

THAT the persons authorized under the preceding paragraph, and each of them separately, be authorized to receive from the Caisse Desjardins statements of accounts, paid checks and other items charged to the Municipality's account;

THAT the mayor, deputy mayor, accountant and the director general and secretary-treasurer, be appointed as representatives of the Municipality of Rapides-des-Joachims with regard to the loans that the latter may contract;

THAT these persons may also, for and on behalf of the Municipality of Rapides-des-Joachims, sign all the documents necessary to give full effect to the loan regulations and guarantees of the Municipality of Rapides-des-Joachims, for all accounts held at the Caisse Desjardins.

21. QUESTION PERIOD (15 minutes)

22. ADMINISTRATION

Resolution

22.1 Approval of expenses list between January 13, 2026 and February 10, 2026

Moved by:

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Seconded by:

AND RESOLVED THAT Council approve and authorize the payment of expenses for the period between January 13, 2026 and February 10, 2026 for the amount of \$41,984.11

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 Legal Proceedings
- 23.2 DG Performance Evaluation

24. CLOSING OF THE MEETING

- 24.1 Close the meeting of February 12, 2026

Resolution