

**PROVINCE OF QUEBEC
TOWN OF METIS-SUR-MER**

**ORDINARY COUNCIL MEETING
HELD ON NOVEMBER 5, 2018**

Minutes of the regular session of the Council of the Town of Metis-sur-Mer held on Monday November 5, 2018, in the boardroom, 138, Principale, Métis-sur-Mer, at 7:30 p.m.

Present are Councillors Luc Hamelin, Martine Bouchard, Simon Brochu, René Lepage, Raynald Banville and Rita D. Turriff and forming quorum under the Mayor, Ms. Carolle-Anne Dubé.

Also, present is:

Mr. Stéphane Marcheterre, Director General and secretary-treasurer

RESOLUTION #18-11-176
OPENING OF THE ASSEMBLY

It is proposed by Councillor Ms. Martine Bouchard and unanimously resolved that the session of the Council of the Town of Metis-sur-Mer is opened at 7:30 pm.

RESOLUTION #18-11-177
AGENDA

It is proposed by Councillor Mr. René Lepage and unanimously resolved to adopt the following agenda for the session:

- 1. Call to order and registration of attendance**
- 2. Reading and adoption of the agenda**
- 3. Approval of the minutes of :**
 - 3.1 The regular session held on October 1, 2018;
 - 3.2 The extraordinary session held on October 16, 2018;
- 4. Monthly reports from MacNider Borough and committees:**
 - 4.1 MacNider Borough council;
 - 4.2 Local development committee;
 - 4.3 Leisure committee;
 - 4.4 Library committee;
 - 4.5 Beautification committee;
- 5. Treasury**
 - 5.1 Accounts payable;
 - 5.2 Filing of comparative income and expenditure statements;
- 6. Administration**
 - 6.1 Contract awarded for the supply of petroleum products for 2019 and 2020;
 - 6.2 Contract awarded for the collection of residual materials for a period of five years;
 - 6.3 Assistance Program for the improvement of the Municipal road network;
 - 6.4 Notice of motion and adoption of a draft Regulation 18-135 to permit the movement of snowmobiles on certain municipal roads;
 - 6.5 Adoption of regulation #18-133 – amending regulation 07-33 declaring the rules for budgetary surveillance and control;
 - 6.6 Adoption of regulation #18-127 – amending regulation 12-78 – code of ethics of municipal employees;
 - 6.7 Programming of works TECQ 2014-2018;
 - 6.8 To confirm the September CPI for salaries;
 - 6.9 Policy on the use of alcohol or drugs;
 - 6.10 Naming Pro-mayors 2019;
 - 6.11 Schedule of Council meetings 2019;
- 7. Public work**
 - 7.1 Winter maintenance of the 5th range of Padoue;
- 8. Urbanism**
 - 8.1 Application for minor zoning variation at 161, Principale;
 - 8.2 Application for collective demand – CPTAQ;
 - 8.3 To appoint Ms. Nathalie Girard on CCU;
- 9. Fire and emergency service**
- 10. Leisure and culture**
 - 10.1 Maintenance of the 2018-2019 ice rink;
 - 10.2 Donation request for the album of the graduates at Mistral;
 - 10.3 Request for sponsorship for the purchase of sports equipment;
 - 10.4 Sponsorship request for an educational trip – école l'Envol;
- 11. Question period**
- 12. Adjournment**

3. APPROVAL OF MINUTES OF:

3.1 The regular session held on October 1st, 2018.

RESOLUTION #18-11-178 **APPROVAL OF MINUTES OF THE REGULAR SESSION OF THE TOWN OF METIS-SUR-MER** **HELD ON OCTOBER 1, 2018**

Each Member of the Council having received a copy of the minutes of the regular session of the Town of Métis-sur-Mer held at the municipal hall, 138 Principale, Métis-sur-Mer, Monday, October 1st, 2018 at least 24 hours before the present session, the clerk is exempt from the reading (Art. 333, LCV).

It is proposed by Councillor Ms. Martine Bouchard and resolved unanimously to approve the minutes as they stand.

3.2 The extraordinary session held on October 16, 2018.

RESOLUTION #18-11-179 **THE EXTRAORDINARY SESSION HELD ON OCTOBER 16, 2018**

Each Member of the Council having received a copy of the minutes of the extraordinary session of the Town of Métis-sur-Mer held at the municipal hall, 138 Principale, Métis-sur-Mer, Monday, October 1⁶, 2018 at least 24 hours before the present session, the clerk is exempt from the reading (Art. 333, LCV).

It is proposed by Councillor Mr. Luc Hamelin and resolved unanimously to approve the minutes as they stand.

4. REPORTS OF THE SUBCOMMITTEES.

4.1 MacNider Borough Council

Ms. Rita D. Turriff, member of the MacNider Borough Council, mentions the subjects which were handled at the Council meeting held on November 5, 2018:

- Adoption of the modifications of the urbanism regulations.
- Mandate a surveyor to produce a localization certificate for the Catholic church.
- Name an elected representative to represent the town on the consultative coastal committee of the MRC.
- Sale of a parcel of land to Mr. David Pearce.
- Authorize work on Beach Road in front of Metis Beach School and annul resolution 18-09-136
- Purchase of a tractor and snow blower and disposing of the old ones.
- Request for financial aid to train firefighters.
- Apply under the Municipal Family Policy Support Program 2018-2019.
- Present a request within the framework of the Program of support of the Municipal Family Politics 2018-2019.

The next meeting will be held on Monday, December 3, 2018 at 6:30 pm at municipal office.

4.2 Development Committee

It is currently the preparation of the Christmas party for the children. The Committee is looking for volunteers. The committee wants to acquire a piece of furniture in which to exhibit the Métis-sur-Mer Tartan

4.3 Leisure Committee

The AGM will be held on November 6 at 7:00 p.m. at the Leisure Centre. Also, we will be talking about upcoming projects for the committee, welcome everyone.

4.4 Library Committee

Nothing new. Read the Info-Métis for upcoming activities at the library.

4.5 Beautification Committee

The historical plaques have been stored. Currently, the Committee is thinking of increasing the amount of historic plaques by presenting other businesses and institutions, present or past of Métis-sur-Mer.

5. TREASURY

5.1 Accounts payable.

RESOLUTION 18-11-180
ACCOUNTS PAYABLE

It is proposed by Councillor Mr. Raynald Banville and resolved unanimously that the Council of the Town of Métis-sur-Mer adopts the list of disbursements for an amount of \$ 424 066.90 for October 2018, adopts the list of accounts payable for an amount of \$ 33 011.23 for October 2018 and authorizes the Secretary - Treasurer to make the payment for these accounts.

5.2 Filing of comparative income and expenditure statements.

RESOLUTION #18-11-181
FILING OF COMPARATIVE INCOME AND EXPENDITURE STATEMENTS

It is proposed by Councillor Mr. Simon Brochu and resolved unanimously that the Council of the Town of Métis-sur-Mer accepts the filing of the comparative income and expenditure statements at October 31st, 2018 deposited by the Director general Mr. Stéphane Marcheterre. Both reports will be added to annex A of the Minutes.

6. ADMINISTRATION

6.1 Contract awarded for the supply of petroleum products for 2019 and 2020.

RESOLUTION #18-11-182
CONTRACT AWARDED FOR THE SUPPLY OF PETROLEUM PRODUCTS FOR 2019 AND 2020

It is proposed by Councillor Ms. Martine Bouchard and resolved unanimously that the Town of Métis-sur-Mer gives the contract to furnish petroleum products and heating oil for the Leisure center and the municipal office from January 1, 2019 to December 31 2020 to Parkland Fuel Corporation (Ultramar) under the terms of the tender opened at the municipality office this October 24, 2018.

6.2 Contract awarded for the collection of residual materials for a period of five years.

RESOLUTION #18-11-183
CONTRACT AWARDED FOR THE COLLECTION OF RESIDUAL MATERIALS FOR A PERIOD OF FIVE YEARS

It is proposed by Councillor Ms. Rita D. Turriff and resolved unanimously that the Council of the Town of Métis-sur-Mer awards a waste collection contract merged with Grand-Métis, St-Octave and Padoue to Exploitation Jaffa inc. in the amount of \$ 90 117.41 taxes included for the first year of the five-year contract. At the same time, the Council accepts the detail for each municipality written in the schedule of prices included in the tender.

6.3 Assistance Program for the improvement of the Municipal road network.

RESOLUTION #18-11-184
ASSISTANCE PROGRAM FOR THE IMPROVEMENT OF THE MUNICIPAL ROAD NETWORK

It is proposed by Councillor Mr. Raynald Banville and resolved by the majority that the Town of Métis-sur-Mer approves expenditures for the work on the road network for the amount of the grant of \$ 15 000 according to the requirements of the "Ministère des Transports" and certify that the work was performed in accordance with the present expenditure on roads whose management is the responsibility of the municipality and the audit file has been established.

6.4 Notice of motion and adoption of a draft Regulation 18-135 to permit the movement of snowmobiles on certain municipal roads.

RESOLUTION #18-11-185
NOTICE OF MOTION AND ADOPTION OF A DRAFT REGULATION 18-135 TO PERMIT THE MOVEMENT OF SNOWMOBILES ON CERTAIN MUNICIPAL ROADS

Notice of motion is given by Councillor Mr. Simon Brochu in order to adopt at a later meeting regulation #18-135 – to permit the movement of snowmobiles on certain municipal roads. The purpose of this regulation is to permit the movement of off-road vehicles on any road or part of a road to which it is responsible under the conditions and for the periods it determines. The draft regulation #18-135 is filed at this session.

6.5 Adoption of regulation #18-133 – amending regulation 07-33 declaring the rules for budgetary surveillance and control.

RESOLUTION #18-11-186

ADOPTION OF REGULATION #18-133 – AMENDING REGULATION 07-33 DECLARING THE RULES FOR BUDGETARY SURVEILLANCE AND CONTROL

WHEREAS the Director General notes that the purpose of this regulation is to amend regulation number 07-33 in order to modify certain elements of the regulation;

WHEREAS this amendment is necessary following the amendment of article 105.4 of the Cities and Towns Act by the Law principally to recognize that municipalities are local governments;

WHEREAS a notice of motion accompanied by a draft regulation has been previously given by Councillor Ms. Rita D. Turriff at the meeting of that Council held on October 1, 2018;

WHEREAS a copy of this regulation was available no later than two (2) days before this meeting with the person in charge of access to the documents of the Town;

WHEREAS a copy of this regulation was available to the public at the beginning of this meeting;

FOR THESE REASONS,

It is proposed by Councillor Ms. Martine Bouchard and resolved unanimously, that this regulation be adopted as filed and presented to the members of the Council.

6.6 Adoption of regulation #18-127 – amending regulation 12-78 – code of ethics of municipal employees.

RESOLUTION #18-11-187

ADOPTION OF REGULATION #18-127 – AMENDING REGULATION 12-78 – CODE OF ETHICS OF MUNICIPAL EMPLOYEES

WHEREAS the Director General notes that the purpose of this regulation is to amend regulation number 12-78 in order to modify certain elements of the regulation;

WHEREAS the purpose of this amendment is to conform with the Municipal Ethics and Conduct Act;

WHEREAS a notice of motion accompanied by a draft regulation has been previously given by Councillor Mr. Simon Brochu at the meeting of that Council held on October 1, 2018;

WHEREAS a copy of this regulation was available no later than two (2) days before this meeting with the person in charge of access to the documents of the Town;

WHEREAS a copy of this regulation was available to the public at the beginning of this meeting;

FOR THESE REASONS,

It is proposed by Councillor Mr. Luc Hamelin and resolved unanimously, that this regulation be adopted as filed and presented to the members of the Council.

6.7 Programming of works TECQ 2014-2018.

RESOLUTION #18-11-188

PROGRAMMING OF WORKS TECQ 2014-2018

WHEREAS

- The municipality of Métis-sur-Mer understands the *Guide relatif aux modalités de versement de la contribution gouvernementale dans le cadre du programme de la taxe sur l'essence et de la contribution du Québec (TECQ) pour les années 2014 à 2018*;
- the municipality of Métis-sur-Mer must abide by the terms of this guide which apply to the Town to receive the Government contribution which was confirmed in a letter from the "Ministre des Affaires municipales et de l'Occupation du territoire";

FOR THESE REASONS

it is proposed by Councillor Mr. Simon Brochu and resolved unanimously that;

- the municipality of Métis-sur-Mer is committed to respect the terms of the guide which apply to the Town;

- the municipality of Métis-sur-Mer agrees to be solely responsible and to relieve Canada and Quebec as well as their Ministers, senior officials, employees and agents of any liability for claims, demands, losses, damages or costs of all kinds related to injuries inflicted on a person, the death of a person, damage to property or loss of property caused by a deliberate or negligent act, coming directly or indirectly from the investments made with the financial help obtained with the financial assistance program of the 2014-2018 TECQ;
- the municipality of Métis-sur-Mer approves the content and allows the sending to the “Ministre des Affaires municipales et de l’Occupation du territoire”, the programming of work attached to the present and all other documents required by the “Ministère” to receive the Government contribution which was confirmed in a letter from the “Ministre des Affaires municipales et de l’Occupation du territoire”;
- the municipality of Métis-sur-Mer is committed to achieve the minimum threshold of municipal infrastructure capital set at **\$28** per capita per year, for a total of **\$140** per capita for all five years of the program;
- the municipality of Métis-sur-Mer is committed to inform the “Ministère des Affaires municipales et de l’Occupation du territoire” of any changes to the programming of work approved by the resolution.

The municipality certifies by this resolution that the attached work programming, has achieved real costs and reflects the estimates of eligible work until next March 31.

6.8 To confirm the September CPI for salaries.

RESOLUTION #18-11-189 **TO CONFIRM THE SEPTEMBER CPI FOR SALARIES**

It is proposed by Councillor Mr. René Lepage and resolved unanimously that the Council of the Town of Métis-sur-Mer confirms the CPI as 1.0% for September 2018 in Quebec. This value is used to determine the salary of the employees for 2019.[]

6.9 Policy on the use of alcohol or drugs.

RESOLUTION #18-11-190 **POLICY ON THE USE OF ALCOHOL OR DRUGS**

It is proposed by Councillor Mr. Luc Hamelin and resolved unanimously that the Council of the Town of Métis-sur-Mer adopts a policy on the use of alcohol or drugs in the workplace and requests the Director General and the director of Public work to explain the policy to all employees in the municipality and to be in charge of the application.

6.10 Naming Pro-mayors 2019.

RESOLUTION #18-11-191 **NAMING PRO-MAYORS 2019**

It is proposed by Councillor Ms. Rita D. Turriff and resolved unanimously that the Council of the Town of Métis-sur-Mer names for 2019 the following pro-mayors:

January 2019: **Mr. René Lepage**
February, March 2019: **Mr. Raynald Banville**
April, may, June 2019: **Mme Martine Bouchard**
July, August, September 2019: **Ms. Rita D. Turriff**
October, November, December 2019: **Mr. Simon Brochu**

6.11 Schedule of Council meetings 2019.

RESOLUTION #18-11-192 **SCHEDULE OF COUNCIL MEETINGS 2019**

WHEREAS article 319 of the cities and towns Act provides that the Council should establish the schedule of its ordinary sessions for the next year, before the beginning of each calendar year, by setting the day and time of each session;

THEREFORE, it is proposed by Councillor Ms. Martine Bouchard and unanimously resolved:

That the calendar below be adopted relative to the holding of ordinary sessions of the Council of the Town for 2019, which will begin at 7: 30 pm:

<u>MONTH</u>	<u>DAY</u>	<u>DATE</u>
JANUARY	MONDAY 7H30 PM	14
FEBRUARY	MONDAY 7H30 PM	4
MARCH	MONDAY 7H30 PM	11
APRIL	MONDAY 7H30 PM	1
MAY	MONDAY 7H30 PM	6
JUNE	MONDAY 7H30 PM	3
JULY	MONDAY 7H30 PM	8
AUGUST	MONDAY 7H30 PM	5
SEPTEMBER	MONDAY 7H30 PM	9
OCTOBER	MONDAY 7H30 PM	7
NOVEMBER	MONDAY 7H30 PM	4
DECEMBER	MONDAY 7H30 PM	2

7. PUBLIC WORKS

7.1 Winter maintenance of the 5th range of Padoue.

RESOLUTION #18-11-193

WINTER MAINTENANCE OF THE 5TH RANGE OF PADOUE

It is proposed by Councillor Mr. Raynald Banville and resolved unanimously that the Council of the Town of Métis-sur-Mer accepts to take in charge winter upkeep of 5th range of Padoue for the season 2018-2019, on a length of 1.91 km for the sum of \$ 9 200.00, conditional on the following terms of payment:

50% on January 15, 2019: \$4 600;

50% on April 15, 2019: \$4 600.

8. TOWN PLANNING

8.1 Application for minor zoning variation at 161, Principale.

RESOLUTION #18-11-194

APPLICATION FOR MINOR ZONING VARIATION AT 161, PRINCIPALE

The application for a minor zoning variation aims to:

permit the reconstruction of a gallery in front yard at 0 meters from the front line of a land, contrary to the regulations which provide for the installation of a gallery at a minimum distance of 1.5 meters from the front line.

CONSIDERING THAT the request meets the objectives of the urbanism plan;

CONSIDERING THAT the authorisation of such request for a minor zoning variation does not affect the enjoyment by the owners of the neighbouring buildings of their right to property;

CONSIDERING THAT the application of the regulation causes serious prejudice to the applicant;

CONSIDERING THAT the application is covered by an article of the zoning regulations that may be the subject of a minor zoning variation;

FOR THESE REASONS,

It is proposed by Councillor Ms. Martine Bouchard and resolved unanimously that the Town of Métis-sur-Mer accepts the request for minor zoning variation demanded and specified in the public notice.

8.2 Application for collective demand – CPTAQ.

RESOLUTION #18-11-195

APPLICATION FOR COLLECTIVE DEMAND – CPTAQ

WHEREAS under ARTICLE 59 of the *Loi sur la protection du territoire et des activités agricoles*, the MRC de la Mitis submitted on April 13, 2016, an application to the Commission de protection

du territoire agricole du Québec (CPTAQ) for the purpose of determining in which circumstances and under what conditions new uses for residential purposes could be established in the agricultural area;

WHEREAS under article 12 of the *Loi sur la protection du territoire et des activités agricoles*, the CPTAQ must consider the context of regional peculiarities in the exercise of its jurisdiction;

WHEREAS an agreement has been adopted following a negotiation meeting;

WHEREAS the CPTAQ issued a preliminary decision on April 7, 2018 to the case 412212;

WHEREAS under section 62.6 of the *Loi sur la protection du territoire et des activités agricoles*, the municipality must give a favorable opinion with respect to this preliminary direction for a decision to be rendered.

FOR THESE REASONS:

it is proposed by Councillor Mr. René Lepage and resolved unanimously to give a favorable opinion to the preliminary direction issued by the CPTAQ concerning the collective application of the MRC de la Mitis (case 412212).

8.3 To appoint Ms. Nathalie Girard on CCU.

RESOLUTION #18-11-196
TO APPOINT MS. NATHALIE GIRARD ON CCU

It is proposed by Councillor Mr. Luc Hamelin and resolved unanimously that the Council of the Town of Métis-sur-Mer appoints Ms. Nathalie Girard to be on the Métis-sur-Mer CCU for a period of two years ending in November 2020.

9. FIRE AND EMERGENCY SERVICE

Nil

10. LEISURE AND CULTURE

10.1 Maintenance of the 2018-2019 ice rink.

RESOLUTION #18-11-197
MAINTENANCE OF THE 2018-2019 ICE RINK

It is proposed by Councillor Mr. René Lepage and resolved unanimously that the Council of the Town of Métis-sur-Mer donates \$6 000.00 to the Leisure Committee of Métis-sur-Mer for the maintenance of the municipal skating rink during winter 2018-2019 as well as for clearing snow from the main and secondary entrances at the municipal office and at the recreation center.

10.2 Donation request for the album of the graduates at Mistral.

RESOLUTION #18-11-198
DONATION REQUEST FOR THE ALBUM OF THE GRADUATES AT MISTRAL

It is proposed by Councillor Martine Bouchard and resolved unanimously that the Council of the town of Métis-sur-Mer gives the Fondation de l'école le Mistral de Mont-Joli an amount of \$50.00 to help finance the Album of the graduates 2018-2019.

10.3 Request for sponsorship for the purchase of sports equipment.

RESOLUTION #18-11-199
REQUEST FOR SPONSORSHIP FOR THE PURCHASE OF SPORTS EQUIPMENT

WHEREAS making regular physical activity is part of the healthy lifestyle;

WHEREAS this attitude is integrated into the family policy of the Town;

WHEREAS the proposed purchase of 15 pairs of junior skates and 15 helmets for skating rink users will help to increase the number of hours of physical activity among young people in the municipality;

FOR THESE REASONS,

It is proposed by Councillor Mr. Raynald Banville and resolved unanimously that the Council of the Town of Métis-sur-Mer supports in an amount of \$ 500 the purchase of 15 pairs of junior skates and 15 helmets as part of the Envol school's project managed by Mr. Philippe Cavanagh, professor.

10.4 Sponsorship request for an educational trip – école l'Envol.

RESOLUTION #18-11-200

SPONSORSHIP REQUEST FOR AN EDUCATIONAL TRIP – ÉCOLE L'ENVOL

WHEREAS class of 4-5-6 of the Envol school has an educational travel project in spring 2019 managed by Mr. Philippe Cavanagh;

WHEREAS this trip includes a halt in Toronto, Ottawa, Kingston, Montreal and Quebec City;

WHEREAS students will have the opportunity to visit among others the Canadian Parliament and the National Assembly and certain museums;

WHEREAS this trip is intended to be educational and promote an open-minded view of the world for the young people of Métis-sur-Mer and this is in accordance with the family policy of the Town;

FOR THESE REASONS,

it is proposed by Councillor Mr. Luc Hamelin and resolved unanimously that the Council of the Town of Métis-sur-Mer financially supports in an amount of \$500 the educational trip planned in spring 2019 by class of 4-5-6 of the Envol school managed by M. Philippe Cavanagh, Professor.

11. QUESTION PERIOD

Question period began at 8:07 pm and ended at 8:20 pm.

12. ADJOURNMENT

RESOLUTION #18-11-201

ADJOURNMENT

The agenda being exhausted, it is proposed by Councillor Ms. Martine Bouchard that this session be adjourned at 8:22 pm.

Carolle-Anne Dubé, Mayor

Stéphane Marcheterre,
Director General and Secretary-treasurer