

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

**ORDINARY COUNCIL MEETING
HELD ON DECEMBER 3, 2018**

Minutes of the regular session of the Council of the Town of Metis-sur-Mer held on Monday December 3, 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 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 #18-12-202
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 #18-12-203
AGENDA

It is proposed by Councillor Mr. Luc Hamelin 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 November 5, 2018;
- 4. Consultation and public information on draft By-law 18-135 to permit the movement of snowmobiles on certain municipal roads**
- 5. Monthly reports from MacNider Borough and committees:**
 - 5.1 MacNider Borough council;
 - 5.2 Local development committee;
 - 5.3 Leisure committee;
 - 5.4 Library committee;
 - 5.5 Beautification committee;
- 6. Treasury**
 - 6.1 Accounts payable;
 - 6.2 To cancel resolution 17-12-214 and apply to road maintenance for the year 2019, Cartier funds received in 2017 and in 2018;
 - 6.3 Refinancing costs to be paid over five years – regulation 10-49, 10-51 and 17-116;
 - 6.4 Transfer \$ 43 000, residual road maintenance amount from 2018 to budget 2019
- 7. Administration**
 - 7.1 Notice of motion and deposit of draft By-law #18-134 - on the budget for the 2019 fiscal year;
 - 7.2 Environmental requests - replacement of the waste water outlet;
 - 7.3 Mandate an independent auditor;
 - 7.4 Support policy for local organizations;
 - 7.5 Mandate a legal firm;
 - 7.6 Appoint a Councillor in charge of civil security;
 - 7.7 Confirm the September CPI for salaries at 1.7% and cancel resolution 18-11-189;
 - 7.8 To refund the amount of the notice of transfer to the Association des residents de la Pointe du Phare de Métis-sur-Mer Inc. concerning the rent of the lighthouse;
 - 7.9 Civil security – Application for financial assistance – Part 1;
- 8. Public work**
- 9. Urbanism**
 - 9.1 Recommendation of the Local Heritage Council;
- 10. Fire and emergency service**
 - 10.1 Allow the mayor to sign the conditions for receiving a grant for the fire department;
- 11. Leisure and culture**
 - 11.1 Creation of an Intermunicipal recreation service;
 - 11.2 To buy a snow blower for the skating rink;
- 12. Question period**
- 13. Adjournment**

3. APPROVAL OF MINUTES OF:

3.1 The regular session held on November 5, 2018.

RESOLUTION #18-12-204 **APPROVAL OF MINUTES OF THE REGULAR SESSION OF THE TOWN OF METIS-SUR-MER** **HELD ON NOVEMBER 5, 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, November 5, 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. René Lepage and resolved unanimously to approve the minutes as they stand.

4. Consultation and public information on draft By-law 18-135 to permit the movement of snowmobiles on certain municipal roads.

To begin, the mayor mentions to the meeting (about 15 citizens) that the regulation will not be adopted this year because of a counter-time with the snowmobile Club of la Mitis.

It is proposed by a citizen, Mr. Lalonde, to form an economic development Committee. The Council says it is very open to this idea.

Ms. Nathalie Girard speaks, among other things, that this regulation does not fit at all with the perspective of sustainable development. Not to oppose economic vitality to the quality of life.

The citizens present give their opinion in turn in favor or not of this regulation.

The information period ended at 8:20 pm.

5. REPORTS OF THE SUBCOMMITTEES.

5.1 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 December 3, 2018:

- Contract awarded for the supply of petroleum products for 2019 and 2020
- Contract awarded for the collection of residual materials for a period of 5 years
- Regulation 18-135 to permit the movement of snowmobiles on certain municipal roads
- Policy on the use of alcohol and drugs
- Naming of Pro-mayors for 2019
- Schedule of Borough Council meetings for 2019
- To appoint Ms. Nathalie Girard on the CCU
- Maintenance of the 2018-2019 ice rink
- Request for sponsorship for the purchase of sports equipment
- Signing of the long lease term for the lighthouse with the ARPP

The next meeting will be held on Monday, January 14, 2019 at 6:30 pm at municipal office.

5.2 Development Committee

The Christmas party for Children will be held this Sunday, December 9th, starting at 1:30 p.m. at Town Hall. So far there are sixty-two entries. The committee needs volunteers and donations.

5.3 Leisure Committee

The AGM was held on November 6, 2018 at the leisure Centre. New members joined the committee. President: Ms. Sabrina Simard, Vice-president: Ms. Josy-Anne Bérubé, Treasurer: Ms. Lynne Bruce, Secretary: Mr. Simon Brochu.

5.4 Library Committee

Read the Info-Métis for upcoming activities at the library. There will be animation in reading and activities with both schools.

5.5 Beautification Committee

Nothing new.

6. TREASURY

6.1 Accounts payable.

RESOLUTION 18-12-205
ACCOUNTS PAYABLE

It is proposed by Councillor Mr. René Lepage and resolved unanimously that the Council of the Town of Metis-sur-Mer adopts the list of disbursements for an amount of \$ 49 215.39 for November 2018, adopts the list of accounts payable for an amount of \$ 93 254.89 for November 2018 and authorizes the Secretary - Treasurer to make the payment for these accounts.

6.2 To cancel resolution 17-12-214 and apply to road maintenance for the year 2019, Cartier funds received in 2017 and in 2018.

RESOLUTION #18-12-206
TO CANCEL RESOLUTION 17-12-214 AND APPLY TO ROAD MAINTENANCE FOR THE YEAR 2019, CARTIER FUNDS RECEIVED IN 2017 AND IN 2018

It is proposed by Councillor Ms. Martine Bouchard and resolved unanimously that the Council of the Town of Métis-sur-Mer cancels resolution 17-12-214 and applies to the maintenance of roads for the year 2019, the Cartier funds received in 2017 and 2018 for a total of \$ 37 428.

6.3 Refinancing costs to be paid over five years – regulation 10-49, 10-51 and 17-116.

RESOLUTION 18-12-207
REFINANCING COSTS TO BE PAID OVER FIVE YEARS – REGULATION 10-49, 10-51 AND 17-116

It is proposed by Councillor Mr. Simon Brochu and resolved unanimously that the Council of the Town of Métis-sur-Mer pays the financing costs of the borrowing regulations 10-49, 10-51 and 17-116 in amount of \$ 32 917.28 over five years, \$6584/year. The first year will be paid by the 2018 operating budget and the other four years will be paid by the accumulated surplus.

6.4 Transfer \$ 43 000, residual road maintenance amount from 2018 to budget 2019.

RESOLUTION 18-12-208
TRANSFER \$ 43 000, RESIDUAL ROAD MAINTENANCE AMOUNT FROM 2018 TO BUDGET 2019

It is proposed by Councillor Mr. Luc Hamelin and resolved unanimously that the Council of the Town of Métis-sur-Mer reserves \$43 000, a residual road maintenance amount from the 2018 budget to 2019 budget.

7. ADMINISTRATION

7.1 Notice of motion and deposit of draft By-law #18-134 - on the budget for the 2019 fiscal year.

RESOLUTION #18-12-209
NOTICE OF MOTION AND DEPOSIT OF DRAFT BY-LAW #18-134 - ON THE BUDGET FOR THE 2019 FISCAL YEAR

Notice of motion is given by Councillor Mr. René Lepage so that at a next meeting the regulation #18-134 -Taxation of property taxes, service taxes and tariffs for fiscal year 2019 be adopted. The draft regulation is deposited at this meeting.

7.2 Environmental requests - replacement of the waste water outfall.

RESOLUTION #18-12-210
ENVIRONMENTAL REQUESTS - REPLACEMENT OF THE WASTE WATER OUTLET:

WHEREAS the Town of Métis-sur-Mer wishes to replace the waste water outlet of the sewage treatment site whose mouth is in the St. Lawrence River;

WHEREAS works in water is subject to paragraph 1 of article 22, of the Environmental Quality Act (EQA);

WHEREAS works in fish territory such as the St. Lawrence River is subject to section 128.6 of the Wildlife Conservation and Development Act (LCMVF) and section 35 of the Fisheries Act (LP)

WHEREAS, in view of these subjections, an application for authorization must be submitted to the Ministry of Environment and Climate Change (MELCC), and to the Ministry of Forests, Wildlife and parks (MFFP), and a request review is required from Fisheries and Oceans Canada (DFO)

WHEREAS the stabilization of the water pipe will result in an encroachment in the public water domain;

WHEREAS the mandate has been given to Tetra Tech QI Inc. to prepare the plans and specifications related to this project;

THEREFORE, it is proposed by Councillor Ms. Rita D. Turriff and resolved unanimously,

THAT the Town of Métis-sur-Mer authorizes Tetra Tech QI Inc. to submit any environmental request (MELCC, MFFP, DFO) related to the project on its behalf, as well as to present any commitments in relation with these applications,

THAT the Town of Métis-sur-Mer accepts to transmit to the MELCC, no later than 60 days after the completion of the work, a certificate signed by an engineer as to the conformity of the work carried out with the plans and specifications, and with the authorization granted,

THAT the Town of Métis-sur-Mer commits to the Direction de la gestion du Domaine Hydrique de l'État du MELCC to regularize its encroachment situation in the public water ground.

7.3 Mandate an independent auditor.

RESOLUTION #18-12-211 **MANDATE AN INDEPENDENT AUDITOR**

It is proposed by Councillor Ms. Martine Bouchard and resolved unanimously that the Council of the Town of Métis-sur-Mer accepts the offer of service of the firm Raymond Chabot Grant Thornton of Matane for an audit mandate for the years 2019, 2020 and 2021 according to the terms of the offer of service dated November 22, 2018.

7.4 Support policy for local organizations.

RESOLUTION #18-12-212 **SUPPORT POLICY FOR LOCAL ORGANIZATIONS**

It is proposed by Councillor Mr. René Lepage and resolved unanimously that the Council of the Town of Métis-sur-Mer adopts its policy of supporting local organizations 2019-2021 in order to facilitate and standardize the allocation of financial assistance delegates by the MRC de la Mitis to support community projects.

7.5 Mandate a legal firm.

RESOLUTION #18-12-213 **MANDATE A LEGAL FIRM**

It is proposed by Councillor Ms. Rita D. Turriff and unanimously resolved to mandate Cain, Lamarre, lawyer to represent the Town of Métis-sur-Mer and bring an action in order to obtain the restoration of the conformity of the immovable, building and land referring to lot 311-11-1 of the cadastre of St-Octave-de-Métis in relation to the planning regulations of the Town and including the procedures, if any.

7.6 Appoint a Councillor in charge of civil security.

RESOLUTION #18-12-214 **APPOINT A COUNCILLOR IN CHARGE OF CIVIL SECURITY**

It is proposed by Councillor Ms. Martine Bouchard and unanimously resolved that the Council of the Town of Métis-sur-Mer appoints Councillor René Lepage responsible for the civil security of Métis-sur-Mer.

7.7 Confirm the September CPI for salaries at 1.7% and cancel resolution 18-11-189.

RESOLUTION #18-12-215

CONFIRM THE SEPTEMBER CPI FOR SALARIES AT 1.7% AND CANCEL RESOLUTION 18-11-189

It is proposed by Councillor Mr. Luc Hamelin and resolved unanimously that the Council of the Town of Métis-sur-Mer cancels resolution #18-11-189 and confirms the CPI from September 2018 to 1.7% in order to set salaries for 2019.

7.8 To refund the amount of the notice of transfer to the Association des residents de la Pointe du Phare de Métis-sur-Mer Inc. concerning the rent of the lighthouse.

RESOLUTION #18-12-216

TO REFUND THE AMOUNT OF THE NOTICE OF TRANSFER TO THE ASSOCIATION DES RESIDENTS DE LA POINTE DU PHARE DE MÉTIS-SUR-MER INC. CONCERNING THE RENT OF THE LIGHTHOUSE

WHEREAS the Association des residents de la Pointe du Phare de Métis-sur-Mer Inc. and the Town signed a 15-year long term lease on November 22 to manage the Pointe-Mitis lighthouse Site.

WHEREAS this lease is subject to the law on real estate transfers;

WHEREAS the Association is a non-profit organization;

WHEREAS the Association has made a request to the Town in order to be reimbursed the value of the transfer fee;

FOR THESE REASONS,

It is proposed by Councillor Ms. Martine Bouchard and resolved unanimously that the Council of the Town of Métis-sur-Mer, reimburses an amount equal to the transfer fee, \$ 3 689.25 to the Association des residents de la Pointe du Phare de Métis-sur-Mer Inc.

7.9 Civil security – Application for financial assistance – Part 1.

RESOLUTION #18-12-217

CIVIL SECURITY – APPLICATION FOR FINANCIAL ASSISTANCE – PART 1

WHEREAS the *Règlement sur les procédures d'alerte et de mobilisation et les moyens de secours minimaux pour protéger la sécurité des personnes et des biens en cas de sinistre* were enacted by the Minister of Public Safety on April 20, 2018 and will enter into Force on November 9, 2019;

WHEREAS the municipality wants to apply to Part 1 of the financial assistance Program offered by the Québec Municipal agency 9-1-1 in order to support disaster preparedness actions, including priority measures to comply with this new regulation;

WHEREAS the municipality attests to have completed the self-diagnostic tool provided by the Department of Public Safety in May 2018 and believes it necessary to improve its state of preparedness for disaster;

It is proposed by Mr. Councillor René Lepage and resolved unanimously,

THAT the municipality submits an application for financial assistance to the Quebec municipal agency 9-1-1 in the amount of \$4 500, as part of Part 1 of the program mentioned in the preamble and accepts to comply with the conditions, in order to carry out the actions described in form attached to this resolution as an integral part of the total of \$5,400, and confirms that the municipality's contribution will be of a value of at least \$900;

THAT the municipality authorizes the Director General to sign for and on behalf of the Town the financial assistance application form and certify that the information contained therein is accurate.

8. PUBLIC WORKS

Nothing

9. TOWN PLANNING

9.1 Recommendation of the Local Heritage Council.

RESOLUTION #18-12-218

RECOMMENDATION OF THE LOCAL HERITAGE COUNCIL

WHEREAS the Association des residents de la Pointe du Phare de Métis-sur-Mer Inc. and the Town signed a 15-year long term lease on November 22 to manage the Pointe-Mitis lighthouse Site.

WHEREAS a local heritage Council was established in May 2018;

WHEREAS the Town has received a recommendation from the local Heritage Council;

WHEREAS considering that this recommendation mentions that the town should give annually, for a period of 3 years, namely for the years 2018, 2019, and 2020, an amount of \$10,00, to the association in order to help them financially, to protect and upkeep the Pointe-Métis Lighthouse and its dependencies.

FOR THESE REASONS,

It is proposed by Councillor Mr. Luc Hamelin and resolved unanimously that the Council of the Town of Métis-sur-Mer accepts the recommendations of the local Heritage Council and agrees to pay an amount of \$10 000 annually for the years 2018, 2019 and 2020.

10. FIRE AND EMERGENCY SERVICE

10.1 Allow the mayor to sign the conditions for receiving a grant for the fire department.

RESOLUTION 18-12-219

ALLOW THE MAYOR TO SIGN THE CONDITIONS FOR RECEIVING A GRANT FOR THE FIRE DEPARTMENT

It is proposed by Councillor Mr. Simon Brochu and resolved unanimously that the Council of the Town of Métis-sur-Mer authorizes the mayor, Carolle-Anne Dubé, to sign a document explaining the conditions for receiving a grant for the fire department.

11. LEISURE AND CULTURE

11.1 Creation of an Intermunicipal recreation service.

RESOLUTION #18-12-220

CREATION OF AN INTERMUNICIPAL RECREATION SERVICE

WHEREAS municipalities have to provide increasingly diversified services;

WHEREAS health, quality of life and community and territorial development are at the center of municipal concerns;

WHEREAS most rural municipalities that have distinguished themselves have succeeded through the mobilization of their community, often in projects of a recreational, sporting, cultural or social nature.

WHEREAS the concerted capacity of the forces of the environment has enabled these communities to resolve social and economic problems in order to revitalize and develop;

WHEREAS the increase in leisure supply favors more the mobilization, the concertation and the quality of life of the citizens;

WHEREAS the sharing of equipment, infrastructure, services or activities in the municipal environment is a wise choice for municipalities that want to provide quality services at lower costs.

FOR THESE REASONS:

It is proposed by Mr. Councillor Mr. Simon Brochu and resolved unanimously:

THAT the municipality of Métis-sur-Mer adheres to the project to create an Intermunicipal recreation service and authorizes Carolle-Anne Dubé, mayor and Stéphane Marcheterre, Director General to sign the "Protocol on the common use of a human resource in leisure" for a period of three (3) years between the Métis-sur-Mer and Baie-des-Sables municipalities.

THAT the municipality of Métis-sur-Mer agrees to be a trustee of the project, to file the grant applications necessary to carry out the project and to sign the memoranda of understanding related to these applications.

THAT the municipality of Métis-sur-Mer designates Mr. Stéphane Marcheterre, DG, as a signatory of the grant applications necessary for the implementation of the project and the memoranda of understanding related to these applications.

11.2 To buy a snow blower for the skating rink.

RESOLUTION #18-12-221
TO BUY A SNOW BLOWER FOR THE SKATING RINK

It is proposed by Councillor Mr. Luc Hamelin, and resolved unanimously, that, for the upkeep of the skating rink, the town of Metis-sur-Mer, buys a Yamaha snowblower, model YT624EJ, from P. Labonté et Fils of Mont Joli, for the amount of \$3,000.00 plus applicable taxes. This amount will be paid with the unreserved surplus.

12. QUESTION PERIOD

Question period began at 8:40 pm and ended at 8:52 pm.

13. ADJOURNMENT

RESOLUTION #18-12-222
ADJOURNMENT

The agenda being exhausted, it is proposed by Councillor Ms. Martine Bouchard that this session be adjourned at 8:53 pm.

Carolle-Anne Dubé, Mayor

Stéphane Marcheterre,
Director General and Secretary-treasurer