

**February 8, 2021**

**NOTES**

Detailed report of the sitting of council held February 8, 2021 of the council of the Municipality of Grosse Ile.

The Mayor welcomes the council members present and declares the sitting in session at 6:30 p.m. on February 8, 2021 at which time there is quorum.

The following persons are present:

Mayor: Rose Elmonde Clarke

Councillors: Marlene Boudreau  
Nancy Clark  
Felicia Clarke  
Miles Clarke  
Jessica Goodwin

Director General: Janice Turnbull

Councillor Steve Clarke is absent.

The following proposed resolution, by councillor Jessica Goodwin, is read and, as this is required by law due to the current regulations in place for the COVID-19 pandemic, accepted in its entirety by the members of council without discussion.

**CLOSED SESSION OF THE SITTING OF COUNCIL**

**WHEREAS** public health order number 177-2020 issued on March 13, 2020 declared a state of health emergency throughout the province of Quebec for an initial period of ten (10) days;

**WHEREAS** subsequent public health orders extend this state of health emergency until February 12, 2021;

**WHEREAS** public health order number 2020-029, dated April 26, 2020, from the Minister of Health and Social Services, stipulates that when the law requires that a meeting must be public, it must be publicized as soon as possible by any means which allows the public to know the content of the discussions between the participants and the result of the deliberations of the members;

**WHEREAS** any municipal council may hold their meetings «*in person*» provided that the public health guidelines can be respected, particularly those concerning social distancing and hygiene however, the public is not permitted to attend;

**WHEREAS** it is within public interest and to protect the health of the population, the members of council and municipal officers that this sitting be a closed session and that the members of council and municipal officers be authorized to be present and to take part, deliberate and vote in person in the community conference room where the two (2) meter social distancing measure can be respected;

**THAT** the members of council hereby accept that this sitting of council is a closed session, and the members of council and municipal officers may participate in person in the community conference room where the two (2) meter social distancing measure can be respected.

### **ADOPTION OF THE AGENDA**

The following agenda is presented by the Mayor, Rose Elmonde Clarke, who also asks if any members wish to add any items. Councillor Nancy Clark adds to Varia, the *Fonds d'aide aux initiatives sociales (FAIS)* Program – Request for a financial contribution and therefore, a motion to adopt the resolution is presented by Councillor Miles Clarke, seconded by Councillor Marlene Boudreau and adopted by majority.

1. Opening of the sitting
  - 1.1 Welcome word by the chair
  - 1.2 Closed session of the sitting of council
  - 1.3 Adoption of the agenda
  - 1.4 Adoption of the minutes
  - 1.5 Correspondence
    - 1.5.1 Business arising from the correspondence
      - 1.5.1.1 Statistics Canada – Support for the 2021 census
      - 1.5.1.2 Maxine Matthews – Request to participate in the deferred salary program
2. Administrative acts of council
  - 2.1 Administrative updates
    - 2.1.1 Accounts paid
    - 2.1.2 2020 Annual Report – Contract Management Bylaw
    - 2.1.3 Maritime Community Regional Files – Updates
3. Legislative acts of council
  - 3.1 Signage panels
  - 3.2 Daycare services – Use of municipal infrastructure
  - 3.3 Call for tenders – Automatic door openings – Community Center/gymnasium and municipal office
  - 3.4 Call for tenders – Intergenerational Community Park
4. Varia

- 4.1 Fonds d'aide aux initiatives sociales (FAIS) – Request for a financial contribution
5. Question period
6. Close

### **ADOPTION OF THE MINUTES**

The members of the council confirm receiving a copy of, and declare having read, the minutes of the resumption of the adjourned sitting of January 11, 2021 which was held on January 18, 2021. All members agree that the minutes reflect a true account of the decisions taken by council.

The following resolution is proposed by Councillor Miles Clarke:

To adopt the minutes of the resumption of the adjourned sitting of January 11, 2021 which was held on January 18, 2021.

Agreed by members present

### **CORRESPONDENCE**

The Mayor addresses the correspondence. The members of council confirm receiving a copy of, and having reviewed, the list of correspondence.

The list is officially deposited in the registry.

### **BUSINESS ARISING FROM THE CORRESPONDENCE**

The following business arising from the correspondence is addressed as follows:

#### **STATISTICS CANADA SUPPORT FOR THE 2021 CENSUS**

**The Director General presents the request from Statistics Canada:**

- the next census will take place in May 2021 and Statistics Canada is seeking support from municipalities to increase awareness among community residents.
- Canadians rely on census data to tell them about how their country is changing and what matters to them.
- The data collected has a direct impact on our families, neighborhoods and businesses and accurate and complete census data support programs and services that benefit our community.

Councillor Nancy Clark proposes

**THAT** the council of the Municipality of Grosse Ile shall support the request and encourage all residents to complete their census questionnaire online at [www.census.gc.ca](http://www.census.gc.ca).

Agreed by members present

**MAXINE MATTHEWS  
REQUEST TO PARTICIPATE IN THE DEFERRED SALARY PROGRAM**

The Director General, Janice Turnbull, presents a request made by the Administrative Assistant, Maxine Matthews, to participate in the deferred salary program, from March 7 – 31, 2022. She explains that municipal employees are eligible to participate in such programs, as outlined in Article 24, and the subsequent sub-articles, of the collective agreement currently in effect for the employees of the Municipality of Grosse Ile and that Mrs. Matthews meets the eligibility criteria to participate in this program.

As Mrs. Matthews meets the eligibility requirements and the program is detailed in the current collective agreement, no questions or concerns are raised.

Councillor Jessica Goodwin proposes

**THAT** the request presented by the Administrative Assistant, Maxine Matthews, to participate in the deferred salary program from March 7 – 31, 2022 as outlined in Article 24, and the subsequent sub-articles, of the collective agreement currently in effect for the employees of the Municipality of Grosse Ile be hereby approved.

Agreed by members present

**ADMINISTRATIVE UPDATES**

**ACCOUNTS PAID**

Councillors confirm receiving and reviewing the list of bills paid since last sitting of council prior to the sitting. No questions or comments therefore,

Councillor Miles Clarke proposes to approve the accounts paid for the month ending January 31, 2020, for an amount of \$68, 389.34, this list is deposited in the register of accounts paid.

Agreed by members present

## **2020 ANNUAL REPORT CONTRACT MANAGEMENT BYLAW**

The Director General, Janice Turnbull, presents the annual report on the contract management bylaw.

Councillors discuss the possibilities within the recent legislative changes that would allow more freedom in issuing contracts under the government regulated threshold but agree that the current system suits the needs of council.

Councillor Nancy Clark proposes

**THAT** the members of council acknowledge the deposit of the annual report on the application of the Contract Management Bylaw of the Municipality of Grosse Ile as required by Article 938.1.2 of the Quebec Municipal Code.

Acknowledged by members present

## **MARITIME COMMUNITY REGIONAL FILES**

### **UPDATE BY THE MAYOR**

The Mayor, Rose Elmonde Clarke, reviewed the items on the agenda for the next sitting of the council of the Maritime Community to be held on Tuesday, February 9, 2021 and updated the members of council accordingly.

No other interventions are made.

## **LEGISLATIVE ACTS OF COUNCIL**

### **SIGNAGE PANELS**

The Director General updates the council on the issue with damaged signage panels within the community as follows:

- several of the signage panels purchased in 2017 from the company Express Design are damaged;
- a five (5) year guarantee on the panels was given to the Municipality by Express Design;
- Express Design has since been sold and the new owner doesn't feel that it is his responsibility to honour the agreement that was made with the former owner regarding the

guarantee however, he is willing to provide a 20% discount on the signage panels that are to be replaced;

- the Municipality obtained an estimate from Signalisation Inter-Lignes and the cost to replace the damaged signage panels is lower and, to date, has no issues with previous signs purchased from Signalisation Inter-Lignes in regards to durability and quality;

Councillor Marlene Boudreau proposed

**THAT** the Municipality of Grosse Ile shall purchase new community signage panels from Signalisation Inter-Lignes to replace those that are damaged.

Agreed by members present

## **DAYCARE SERVICES USE OF MUNICIPAL INFRASTRUCTURE**

- Kimberly Theriault, owner of the École des Sports et des Langues, has requested to use a portion of the service building located at the Recreational Site as a daycare;
- The members of council discuss the fact that there are no daycare services on the East End of the Islands and how having a service as such within the community would permit a greater number of people to join or to remain on the workforce;

Councillor Miles Clarke proposes

**THAT** the Municipality of Grosse Ile agrees to allow Kimberly Thériault to use a portion of the service building situated at the recreational site to provide daycare services within the community,

**THAT** the Director General, Janice Turnbull, be hereby authorized to sign, on behalf of the Municipality of Grosse Ile, the service agreement with Kimberly Theriault outlining the responsibilities of both parties

**THAT** the portion of the service building to be used as a daycare will be offered to Kimberly Thériault free of charge for the same number of weeks as Municipalité des Îles is offering their facility to Ms. Thériault free of charge. Thereafter, a rental fee of \$100.00 per month shall apply.

Agreed by members present

## **CALL FOR TENDERS AUTOMATIC DOOR OPENINGS COMMUNITY CENTER/GYMNASIUM AND MUNICIPAL OFFICE**

The Director General informs the members present that the Municipality of Grosse Ile has received confirmation from the Ministry of Municipal Affairs and Housing that the project to install automatic door openings at the Grosse Ile Community Center/Gymnasium and municipal office within the PRIMADA program has been accepted. MAMH will fund 50% of the total cost of the project at a rate of 80% due to the co-ownership of the gymnasium with the Eastern Shores School Board;

Eastern Shores School Board will contribute an amount of \$ 9 357.00 (and up to a maximum of \$10 000, if necessary) towards the project;

Councillor Marlene Boudreau proposes

**THAT** the Director General, Janice Turnbull, be hereby authorised to proceed with a call for tenders, by invitation, in order to install automatic door openings at the Grosse Ile Community Center/Gymnasium and municipal office.

**THAT** the call for tenders and related documents shall be sent to Constructions Renaud & Vigneau, Les Constructions des Îles, Les Entreprises Nadyco and Construction RDA Inc.

**THAT** the Municipality of Grosse Ile shall proceed with a transfer of funds from the Municipality's accumulated surplus in order to cover the costs of their share of the aforementioned project.

Agreed by members present

## **CALL FOR TENDERS INTERGENERATIONAL COMMUNITY PARK**

This agenda item is TABLED

## **FONDS D'AIDE AUX INITIATIVES SOCIALES (FAIS) REQUEST FOR FINANCIAL ASSISTANCE**

**Councillor Nancy Clark** informs the members present that the Municipality of Grosse Ile may be eligible for a financial contribution, up to a maximum of \$5 000.00, within the *Fonds d'aide aux initiatives sociales* (FAIS) program and suggests that the Municipality apply for the funding to purchase a large-scale screen and projector that will be permanently installed and mounted in the community conference room.

Councillor Nancy Clark proposes

**THAT** the Director General, Janice Turnbull, be hereby authorised to submit a request for financial assistance within the *Fonds d'aide aux initiatives sociales* (FAIS) program to purchase a large-scale screen and projector that will be permanently installed and mounted in the community conference room.

**THAT** the Mayor, Rose Elmonde Clarke, and the Director General, Janice Turnbull, be hereby authorised to sign all pertinent documentation within the FAIS program.

Agreed by members present

### **QUESTION PERIOD**

No questions are asked as no members of the public are permitted to attend the sitting which is a closed session following the recommendations and measures set forth by the government in regard to the COVID-19 pandemic.

### **CLOSE**

The session is closed on a motion from Miles Clarke at 7:10 p.m.