

October 21, 2019

MINUTES of the regular sitting of the council of the Municipality of Grosse Ile hereby declared in session by the Mayor, Mrs. Rose Elmonde Clarke, this twenty-first day of October 2019 at 6:30 p.m. at the Municipal Office situated at 006 chemin Jerry, Grosse Ile, Qc, at which time there is quorum.

The following persons are present:

Mayor:	Rose Elmonde Clarke
Councillors:	Steve Clarke Nancy Clark Marlene Boudreau Felicia Clarke Jessica Goodwin Miles Clarke
Director-General:	Janice Turnbull

ADOPTION OF THE AGENDA

R2019-145

It is moved by Miles Clarke
Seconded by Felicia Clarke
And unanimously approved by the Councillors present

That the following agenda be hereby adopted as presented:

1. Opening of the sitting
 - 1.1 Welcome word by the chair
 - 1.2 Adoption of the agenda
 - 1.3 Adoption of the minutes
 - 1.4 Correspondence
 - 1.4.1 Business arising from the correspondence
2. Administrative acts of council
 - 2.1 Administrative updates
 - 2.1.1 Accounts paid
 - 2.1.2 Adoption of the revenue and expense comparative statements
 - 2.1.3 Appointment of Assistant Secretary-Treasurer
 - 2.1.4 Maritime Community Regional Files – Updates
3. Legislative acts of council
 - 3.1 Director General – Full time status
 - 3.2 Presentation of 1st Draft Bylaw 2019-009 – Amending the Zoning Bylaw 2012-002 of the Municipality of Grosse Ile in order to permit minor repairs to commercial fishing boats as well as amending Bylaw 2012-005 concerning permits and certificates
 - 3.3 Notice of Motion and Presentation of Draft Bylaw 2019-010 – To repeal and replace the Contract Management Policy (Bylaw)
 - 3.4 Presentation of Draft Loan Bylaw 2019-011
 - 3.5 Offer of employment – Leisure Coordinator/Animator – Occasional status – Replacement list

- 3.6 Main Buildings that are not considered residential
- 3.7 Civil security – Funding request – Part 3
- 3.8 Roadworks – Request to extend deadline
- 3.9 Amendment to Resolution R2018-311
- 4. Varia
- 5. Question period
- 6. Close

ADOPTION OF THE MINUTES

The members of the council received a copy of, and declare having read, the minutes of the regular sitting of council held September 9, 2019.

R2019-146 It is moved by Felica Clarke
 Seconded by Miles Clarke
 And unanimously approved by the Councillors present

To adopt the minutes of the regular sitting of council held September 9, 2019.

CORRESPONDENCE

N2019-147 The members of council received a copy of the list of correspondence received at the office since the last sitting, prior to the meeting for review. The Mayor addresses the correspondence and the list is deposited in the Correspondence Register of the Municipality.

BUSINESS ARISING FROM THE CORRESPONDENCE

ADMINISTRATIVE UPDATES

ACCOUNTS PAID

R2019-148 It is moved by Jessica Goodwin
 Seconded by Steve Clarke
 And unanimously approved by the Councillors present

To approve the accounts paid for the month ending September 30, 2019, for an amount of \$64, 112.73, this list is deposited in the register of accounts paid.

**ADOPTION OF THE REVENUE AND EXPENSE
 COMPARATIVE STATEMENT**

R2019-149 It is moved by Steve Clarke
 Seconded by Miles Clarke
 And unanimously approved by the Councillors present

THAT the members of council acknowledge the deposit of the two (2) financial comparative statements of the Municipality of Grosse Ile which are presented in their entirety.

APPOINTMENT OF ASSISTANT SECRETARY- TREASURER

WHEREAS Article 179 of the Québec Municipal Code stipulates that *"Every municipality must have an officer entrusted with the care of its office and archives, and such officer is designated by the name of "secretary-treasurer";*

WHEREAS Article 184 of this same Code stipulates that *"The assistant secretary-treasurer, if one is appointed by the council, may perform all the duties of the office of the secretary-treasurer, with the same rights, powers and privileges and subject to the same obligations and penalties. In case of vacancy in the office of secretary-treasurer, the assistant secretary treasurer must perform the duties of the office until the vacancy is filled";*

WHEREAS the Municipality of Grosse Ile does not currently have an Assistant Secretary-Treasurer;

R2019-150

It is moved by Jessica Goodwin
Seconded by Steve Clarke
And unanimously approved by the Councillors present

THAT Maxine Matthews be hereby appointed as Assistant Secretary-Treasurer in the event that the current Director General-Secretary-Treasurer is unable to perform her duties as required by law.

MARITIME COMMUNITY REGIONAL FILES UPDATES

N2019-151

The Mayor, Rose Elmonde Clarke, reviewed the items on the agenda for the sitting of the council of the Maritime Community which was held on October 8, 2019.

LEGISLATIVE ACTS OF COUNCIL

DIRECTOR GENERAL – FULL TIME STATUS

WHEREAS the Municipality posted several openings for the position of a Municipal Inspector during the 2019 calendar year;

WHEREAS the Municipality was unable to find a suitable candidate to carry out these duties;

WHEREAS the additional burden placed upon the Director General to ensure this service to the population requires, on a regular basis, more than 32 hours of work per week;

WHEREAS it has become increasingly difficult for the Director General to meet the current needs of the Municipality on a part-time basis;

WHEREAS the Director General position was initially full-time and based on 35 hours per week;

THEREFORE

R2019-152 It is moved by Nancy Clark
Seconded by Felicia Clarke
And unanimously approved by the Councillors present

THAT the Director General, Janice Turnbull, be hereby recognized as a full-time director, based on 35 hours per week, and this retroactive to January 1, 2019.

**PRESENTATION OF 1ST DRAFT BYLAW 2019-009 -
AMENDING THE ZONING BYLAW 2012-002 OF THE
MUNICIPALITY OF GROSSE ILE IN ORDER TO PERMIT
MINOR REPAIRS TO COMMERCIAL FISHING BOATS
AS WELL AS AMENDING BYLAW 2012-005 CONCERNING
PERMITS AND CERTIFICATES**

WHEREAS the council must, in order to begin the process of modifying its urban planning bylaws, adopt a draft bylaw; and

WHEREAS the content of the draft bylaw is mentioned, and a copy is given to all members of the municipal council;

THEREFORE

R2019-153 It is moved by Miles Clarke
Seconded by Steve Clarke
And unanimously approved by the Councillors present

THAT the following first draft bylaw 2019-009 entitled Bylaw 2019-009 amending the zoning bylaw 2012-002 of the Municipality of Grosse Ile in order to permit minor repairs to commercial fishing boats as well as amending bylaw 2012-005 concerning permits and certificates be hereby adopted as presented.

THAT the bylaw be transmitted to any interested party, be subject to a public consultation or, as the case may be, subject to approval by means of a referendum in accordance to the dispositions of *An Act Respecting Land Use Planning (L.R.Q. chapter A-19-1)*.

THAT the following first draft bylaw 2019-009 is adopted and is hereby ordered and decreed by the following:

FIRST DRAFT BYLAW 2019-009

**AMENDING THE ZONING BYLAW 2012-002 OF THE
MUNICIPALITY OF GROSSE ILE IN ORDER TO PERMIT
MINOR REPAIRS TO COMMERCIAL FISHING BOATS AS**

**WELL AS AMENDING BYLAW 2012-005 CONCERNING
PERMITS AND CERTIFICATES**

WHEREAS in virtue of the dispositions foreseen in the *Act Respecting Land Use Planning (L.R.Q. chapter A-19-1)*, the council may modify its urban planning bylaws;

WHEREAS the council deems it necessary to modify its urban planning bylaws in order to permit minor repairs to commercial fishing boats within the zoning bylaw 2012-002 and to include a fee to carry out these repairs in bylaw 2012-005 concerning permits and certificates;

WHEREAS a notice of motion was given at the sitting of council held September 9, 2019;

WHEREAS this bylaw has been submitted to a public consultation on _____ and which is subject to the process of approval by means of a referendum conforming to the dispositions of an *Act Respecting Land Use Planning (L.R.Q. chapter A-19-1)*;

WHEREAS a copy of this present draft bylaw was submitted to the members of council at least seventy-two (72) hours before the present sitting;

WHEREAS the members of council declare having read this present draft bylaw;

WHEREAS the Director General, during the course of the sitting, mentions the content and the scope of this draft bylaw;

THEREFORE

It is moved by _____

Seconded by _____

And unanimously approved by the Councillors present

THAT this present draft bylaw number 2019-009 is adopted and is hereby ordered and decreed by the following:

Article 1: The preamble to this present bylaw is an integral part of the aforementioned.

Article 2: The purpose of the bylaw is:

- to permit minor repairs to commercial fishing boats in Chapter 18 – Temporary Uses - Article 18.1 of the Zoning Bylaw 2012-002 currently in effect at the Municipality of Grosse Ile; and
- to include a fee for an authorization certificate to carry out minor repairs to commercial fishing boats in Chapter 10 – Permit and Certificate Fees – Article 10.1 of Bylaw 2012-005 currently in effect at the Municipality of Grosse Ile.

Article 3: For the purpose of this bylaw, a *minor repair* refers to repairs to an existing structure by means of replacing materials and/or equipment of the same nature.

Article 4: The following shall be included in the Zoning Bylaw 2012-002 under Chapter 18 – Temporary Uses - Article 18.1 – Authorized Temporary Uses Within the Territory:

- Minor repairs to existing and operational commercial fishing boats, in zones C2 and C3, which do not change in any way the dimensions of the boat or any of its permanent components.
- Finishing or re-building a bare or former hull of a fishing boat is **not** considered to be a minor repair.

Article 5: Chapter 10 of Bylaw 2012-005 – Permit and Certificate Fees – Article 10.1 – Fees to be charged according to the type of permit or certificate shall be amended to include the following:

- Authorization certificate to carry out minor repairs to commercial fishing boats - \$300.00

Article 6: All dispositions incompatible and irreconcilable with the present bylaw are and will remain repealed.

Article 7: This present bylaw comes into force according to the provisions of An Act Respecting Land Use Planning.

**NOTICE OF MOTION AND PRESENTATION OF DRAFT
BYLAW 2019-010 TO REPEAL AND REPLACE THE
CONTRACT MANAGEMENT POLICY (BYLAW)**

N2019-154

Councillor Miles Clarke gives notice of motion that, at a subsequent sitting, he will be submitting for adoption Bylaw 2019-010 – To repeal and replace the Contract Management Policy (Bylaw).

A draft bylaw is hereby presented to the members of council.

**PRESENTATION OF DRAFT LOAN BYLAW 2019-011
PROFESSIONAL SERVICES**

N2019-155

TABLED

**OFFER OF EMPLOYMENT
LEISURE COORDINATOR/ANIMATOR –
OCCASIONAL STATUS – REPLACEMENT LIST**

WHEREAS only one (1) application was received following an offer of employment that was posted in May 2019 for two (2) Leisure Coordinators/Animators – occasional status – replacement list;

WHEREAS the Municipality wishes to increase the number of persons on the recall list who are available to work in this department;

THEREFORE

R2019-156

It is moved by Felicia Clarke
Seconded by Steve Clarke
And unanimously approved by the Councillors present

THAT the Director General, Janice Turnbull, be hereby authorized to proceed with an internal/external offer of employment in order to engage two persons as Leisure Coordinator and Animator, with an occasional status and to be placed on the replacement list.

**MAIN BUILDINGS THAT ARE NOT CONSIDERED
RESIDENTIAL**

WHEREAS sub-article 9.1.1 of article 9.1 of the Zoning Bylaw 2012-002 stipulates that *in all cases there must be a main building (residence) located on the site before establishing any secondary building or accessory construction;*

WHEREAS within the Municipality of Grosse Ile, there are several main buildings on lots that are not the primary residence;

WHEREAS in accordance to the bylaws currently in effect, such buildings are considered to be warehouses;

THEREFORE

R2019-157

It is moved by Miles Clarke
Seconded by Jessica Goodwin
And unanimously approved by the Councillors present

THAT the Director General, Janice Turnbull, be hereby mandated to forward a list of all concerned property owners to the evaluation firm Servitech for a re-evaluation of their classification.

**CIVIL SECURITY
FUNDING REQUEST – PART 3**

R2019-158

It is moved by Jessica Goodwin
Seconded by Steve Clarke
And unanimously approved by the Councillors present

THAT the Municipality of Grosse Ile submit a request for funding to the Quebec 9-1-1 Municipal Agency for an amount of \$40 000 within Part 3 of the program *Soutien des actions de préparation aux sinistres* and commits to respect all of the conditions, without exception, in order to carry out the actions as described in the form attached to this resolution as an integral part thereof.

CONFIRMS that the municipal contribution will be of a value of at least \$ 40 000; for a project that totals a global investment of \$80 000 in civil security;

AUTHORIZES the Director General, Janice Turnbull, to sign, on behalf of the Municipality, the financial assistance request and certifies that all the information and commitments provided therein is accurate and,

ATTESTS that the Municipality has completed and submitted the self-assessment tool provided by the Ministry of Public Security in May 2018 and,

COMMITTS that the actions stipulated on the form and its annexes will be carried out by October 1, 2020 and to keep, for a period of at least three years, all the documents required for purposes of accountability to the Agency upon request.

ROADWORKS REQUEST TO EXTEND DEADLINE

N2019-159 TABLED

AMENDMENT TO RESOLUTION R2018-311

WHEREAS an error in calculation occurred regarding the amount to be transferred from the accumulated surplus for the municipal garage;

THEREFORE

R2019-160 It is moved by Steve Clarke
Seconded by Miles Clarke
And unanimously approved by the Councillors present

THAT the second paragraph of Resolution R2018-311 shall be amended to read as follows:

That an amount of \$39, 370.10 be hereby transferred from the accumulated surplus of the Municipality of Grosse Ile in order to cover the Municipality's contribution for the construction of the municipal garage.

QUESTION PERIOD

N2019-161 No questions are asked as no members of the public are present.

CLOSE

R2019-162 The session is closed on a motion from Miles Clarke at 8:23 pm.

Rose Elmonde Clarke
Mayor

Janice Turnbull
Director General