

MARCH 26, 2026

MINUTES of a special sitting of the council of the Municipality of Grosse Ile hereby declared in session by the Mayor, Mr. Gordon Burke, this 26th day of March 2026 at 5:00 p.m. in the municipal conference room situated at 1-006, chemin Jerry, Grosse Ile, Quebec, at which time a quorum is present.

The following persons are present:

Mayor:	Gordon Burke
Councillors:	Paul Clarke Michelle Chevarie
Interim Director General/ Clerk-Treasurer:	Karina Cyr

**OPENING OF THE SITTING AND
WELCOME WORD BY THE CHAIR**

N2026-197

The Mayor, Gordon Burke, opens the sitting and welcomes the attendees.

At the opening of the special sitting, the Director General requested the addition of two items to the agenda. Council consented to amend the agenda accordingly.

ADOPTION OF THE AGENDA

R2026-198

It is proposed by Michelle Chevarie
Seconded by Paul Clarke
And unanimously approved by the Councillors present

THAT the agenda be adopted as presented:

1. Opening of the sitting
 - 1.1 Welcome word by the chair
 - 1.2 Adoption of the agenda
2. Administrative acts of Council
 - 2.1 Resignation letter – Seat 2
 - 2.2 Resignation letter-Janitor/Maintenance Agent
 - 2.3 Returning Officer Appointment
 - 2.4 Tax rate adjustment
 - 2.5 Appointment-only access to municipal office
3. Varia
4. Question period
5. Adjournment

ADMINISTRATIVE ACTS OF THE COUNCIL

RESIGNATION LETTER – SEAT 2

In accordance with article 316 of the *Act respecting elections and referendums in municipalities*, the resignation letter of Mr. David Burke, Councillor – Seat 2, effective March 26th, 2026, is submitted.

Informs the municipal council of the vacancy of Seat 2, in accordance with article 333 of the *Act respecting elections and referendums in municipalities*.

As per article 339 of the *Act respecting elections and referendums in municipalities*, polling day will be set for the election to fill Seat 2.

RESIGNATION LETTER - JANITOR / MAINTENANCE AGENT

WHEREAS the Municipality has received a letter of resignation from the Janitor / Maintenance Agent;

WHEREAS said resignation is effective as of April 2nd 2026;

THEREFORE

R2026-199

It is moved by Michelle Chevarie

Seconded by Paul Clarke

And unanimously approved by the Councillors present

THAT Council acknowledges and accepts the resignation of Micheal Burke from their position as Janitor / Maintenance Agent, effective April 2nd 2026;

THAT Council thanks Micheal Burke for their services rendered to the Municipality and wishes them well in their future endeavours.

ASSISTANT CLERK-TREASURER AND RETURNING OFFICER

WHEREAS the resignation of two members of Council has created vacant positions;

WHEREAS by-elections must be held in accordance with the Act respecting elections and referendums in municipalities;

WHEREAS it is necessary to appoint a Returning Officer to oversee the conduct of these elections;

WHEREAS Council deems it appropriate to appoint Karina Cyr to ensure compliance with the Municipal Code and the AERM, and to assign responsibilities strictly related to the conduct of the 2026 municipal by-election;

R2026-200

It is moved by Paul Clarke
Seconded by Michelle Chevarie
And unanimously approved by the Councillors present

THAT be appointed as Returning Officer for the purpose of conducting the by-elections in the Municipality of Grosse Ile;

THAT the Returning Officer be authorized to take all necessary actions to ensure the proper conduct of the elections, in accordance with applicable laws and regulations.

COMPENSATION OF ASSISTANT CLERK-TREASURER AND RETURNING OFFICER

WHEREAS the Municipality is entering an electoral period in accordance with the Act respecting elections and referendums in municipalities (AERM);

WHEREAS Karina Cyr was appointed as Returning Officer for the November 2025 municipal election;

WHEREAS Karina Cyr has been appointed as Returning Officer for the current election;

THEREFORE

R2026-201

It is moved by Paul Clarke
Seconded by Michelle Chevarie
And unanimously approved by the Councillors present

THAT Karina Cyr shall receive a fixed stipend of \$3,500 for duties related to the organization, administration, and reporting of the municipal election, including all statutory responsibilities as Returning Officer;

THAT this stipend applies solely to election-related duties and is separate from her regular salary and benefits.

2026 TAX RATES ADJUSTMENT

R2026-202

It is moved by Paul Clarke
Seconded by Michelle Chevarie
And unanimously approved by the Councillors present

THAT the 2026 general real estate tax rate for the Municipality of Grosse Iles established, in accordance with Bylaw 2006-03, for each of the categories as follows:

Residential	\$0.63 per \$100
Immovable with 6 dwellings or more	\$0.63 per \$100
Non-residential immovable	\$1.495 per \$100
Industrial immovable	\$2.35 per \$100

Special tax – (Wide – Phase 1)

Residential	\$0.017 per \$100
Immovable with 6 dwellings or more	\$0.017 per \$100
Non-residential immovable	\$0.028 per \$100
Industrial immovable	\$0.028 per \$100

THAT the number of installments remains at six (6), per fiscal year.

THAT a fee of twenty-five dollars (\$25.00) per dog shall also be applied.

THAT all overdue tax accounts, in accordance with Bylaw 2006-03, shall be charged an annual interest rate of 10% plus a late penalty of 0.5% of the unpaid principal for each full month overdue, up to a maximum of 5% annually. An annual interest rate of 15% shall be applied to all overdue accounts other than tax accounts.

APPOINTMENT-ONLY ACCESS TO MUNICIPAL OFFICE

WHEREAS the Municipality of Grosse-Île operates with a minimal number of employees and limited administrative resources;

WHEREAS it is necessary to ensure the efficient delivery of municipal services while maintaining a respectful, and controlled work environment for staff;

WHEREAS implementing an appointment-based system will allow staff to better manage workload, prioritize requests, and provide more effective service to residents;

THEREFORE

R2026-203

It is moved by Paul Clarke
 Seconded by Gordon Burke
 And unanimously approved by the Councillors present

THAT the Municipality adopt an appointment-only access system for the municipal office, effective immediately;

THAT residents and visitors be required to schedule an appointment in advance by telephone or by email

Councillor Michelle Chevarie voted against the resolution and requested that their opposition be recorded.

VARIA

QUESTION PERIOD

ADJOURNMENT

N2026-204

The session is closed on a motion from Gordon Burke at 6:51 p.m.

Gordon Burke
Mayor

Karina Cyr
Interim Director General/
Clerk-Treasurer