

**June 12<sup>th</sup>, 2023**

**MINUTES** of the regular sitting of the council of the Municipality of Grosse Ile hereby declared in session by the Mayor, Mrs. Diana-Joy Davies, this 12<sup>th</sup> day of June 2023 at 6:30 p.m. in the municipal conference room situated at 1-006, chemin Jerry, Grosse Ile, Quebec, at which time there is quorum.

The following persons are present:

Mayor:	Diana-Joy Davies
Councillors:	Marlene Boudreau Kathy Burke Johanne Clark Nancy Clark Miranda Matthews
Assistant Clerk-Treasurer:	Jessica Goodwin
Absent with regrets Councillors:	Katrina Keating

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

**N2023-090**

The Mayor, Diana-Joy Davies, opens the sitting and welcomes the persons in attendance.

**ADOPTION OF THE AGENDA**

**R2023-091**

It is proposed by Miranda Matthews  
Seconded by Johanne Clark  
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
      - 1.4.1.1 Ministère de l'Environnement-  
Environmental Complaint
2. Administrative acts of council
  - 2.1 Administrative updates
    - 2.1.1 Accounts paid – May and June
    - 2.1.2 Adoption of 2022 Financial Report and  
External Auditor's Report
    - 2.1.3 Maritime Community Regional Files -  
Update
3. Legislative acts of council
  - 3.1 Hiring of Public Works Coordinator

- 3.2 Hiring of Interim Director General
  - 3.3 Hiring of Interim Administrative Assistant
  - 3.4 Transport Quebec Request at Keating Point
  - 3.5 Notice of Motion – Bylaw 2023-003 – Adoption of 1st Draft By-law 2003-03
  - 3.6 Interim Director – Signing Authority
  - 3.7 Union - Inflation-linked salary adjustments
- 4. Varia
  - 5. Question period
  - 6. Close

### **ADOPTION OF THE MINUTES**

The members of council received a copy of, and declare having read, the minutes of the regular sitting of council held on May 15<sup>th</sup>, 2023.

**R2023-092**

It is proposed by Miranda Matthews  
 Seconded by Nancy Clark  
 And unanimously approved by the Councillors present

**To** adopt the minutes of the regular sitting of council held on May 15, 2023.

### **CORRESPONDENCE**

**N2023-093**

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**

### **MINISTÈRE DE L'ENVIRONNEMENT- ENVIROMENTAL COMPLAINT**

**WHEREAS** The Municipality of Grosse-Ile has received a citizen complaint through the Ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs with regards to garbage creating a public nuisance;

**WHEREAS** A detailed list of properties was included in the complaint;

**WHEREAS** Concerns of citizens is very important to the Municipality of Grosse-Ile;

### **THEREFORE**

**R2023-094**

It is proposed by Marlene Boudreau  
 Seconded by Miranda Matthews  
 And unanimously approved by the Councillors present

**THAT** The Public Works Technician, accompanied by the Municipal Inspector, visit the sites listed to assess the viability of the complaint;

**THAT** A plan be put in place to address the issue based on the assessment.

## **ADMINISTRATIVE UPDATES**

### **ACCOUNTS PAID**

**R2023-095** It is proposed by Kathy Burke  
Seconded by Johanne Clark  
And unanimously approved by the Councillors present

**To** approve the accounts paid for the month ending April 30, 2023, for an amount of \$67, 599.13; this list is deposited in the register of accounts paid.

**R2023-096** It is proposed by Kathy Burke  
Seconded by Johanne Clark  
And unanimously approved by the Councillors present

**To** approve the accounts paid for the month ending May 31, 2023, for an amount of \$88,305.26; this list is deposited in the register of accounts paid.

## **ADOPTION OF 2022 FINANCIAL REPORT AND EXTERNAL AUDITOR'S REPORT**

**R2023-097** It is proposed by Marlene Boudreau  
Seconded by Nancy Clark  
And unanimously approved by the Councillors present

**THAT** the 2022 financial report and external auditor's report, presented by the Assistant Clerk-Treasurer, Jessica Goodwin, following the verification carried out by Raymond Chabot Grant Thornton, chartered accountants, be hereby approved and adopted in accordance with current regulations.

## **MARITIME COMMUNITY REGIONAL FILES UPDATE**

**N2023-098** The Mayor, Diana-Joy Davies, reviews the items on the agenda for the sitting of council of the Magdalen Islands Maritime Community, which was held on Tuesday, June 6, 2023, and presented her update to the Councillors accordingly.

## **LEGISLATIVE ACTS OF COUNCIL**

### **HIRING OF PUBLIC WORKS COORDINATOR**

**WHEREAS** An internal/external offer of employment was posted for a Public Works Coordinator, Seasonal status (minimum of 18 weeks per year);

**WHEREAS** Only one applicant, Ryan Flynn, was received for the posting;

**THEREFORE**

R2023-099

It is proposed by Johanne Clark  
Seconded by Marlene Boudreau  
And unanimously approved by the Councillors present

**THAT** Ryan Flynn be hired as the new Public Works Coordinator.

**HIRING OF INTERIM DIRECTOR GENERAL**

**WHEREAS** The Municipality of Grosse-Ile is actively in search of an Interim Director General;

**WHEREAS** A potential candidate has showed interest in the position;

**THEREFORE**

R2023-100

It is proposed by Kathy Burke  
Seconded by Nancy Clark  
And unanimously approved by the Councillors present

**THAT** The Mayor, Diana-Joy Davies, continue working with the candidate to assess the possibility of a short-term contract.

**HIRING OF ADMINISTRATIVE ASSISTANT**

**WHEREAS** The Municipality of Grosse-Ile has been in search of an Administrative Assistant;

**WHEREAS** One applicant showed interest in the position;

**WHEREAS** The applicant has yet to complete their education or training;

**THEREFORE**

R2023-101

It is proposed by Marlene Boudreau  
Seconded by Miranda Matthews  
And approved by the majority of the Councillors present

**THAT** The Mayor, Diana-Joy Davies, provide the applicant with in-house testing to assess their capabilities in regards to language skills and software needed to successfully fulfill the position.

**TRANSPORT QUEBEC- REQUEST AT KEATING POINT**

R2023-102

It is proposed by Nancy Clark  
Seconded by Johanne Clark  
And unanimously approved by the Councillors present

**THAT** the members of council hereby acknowledge the tabling of the Transport Quebec Request until more information has been provided.

**NOTICE OF MOTION- BYLAW 2023-003-ADOPTION OF 1<sup>ST</sup> DRAFT BY-LAW 2023-03**

R2023-103

It is proposed by Nancy Clark  
Seconded by Miranda Matthews  
And unanimously approved by the Councillors present

**THAT** the members of council hereby acknowledge the tabling of the Notice of Motion-Bylaw 2023-003 Adoption of 1<sup>st</sup> Draft By-Law 2023-03 until further information or guidance has been provided. Transport Quebec Request until more information has been provided.

**INTERIM DIRECTOR- SIGNING AUTHORITY**

**WHEREAS** The Municipality of Grosse-Ile has engaged the professional services of Jessica Goodwin as Assistant Clerk-Treasurer:

**WHEREAS** The Clerk-Treasurer must have signing authority with the named financial institution in order to fulfil the tasks of the position;

**THEREFORE**

R2023-104

It is proposed by Miranda Matthews  
Seconded by Johanne Clark  
And approved by the majority of the Councillors present

**THAT** The Mayor, Diana-Joy Davies, request the change be made to give Jessica Goodwin signing authority with the Municipality's financial institution.

**UNION- INFLATION-LINKED SALARY ADJUSTMENTS**

**WHEREAS** The unionized workers of the Municipality of Grosse-Ile have requested an additional inflation-linked salary adjustment;

**WHEREAS** The collective agreement already specifies a yearly increase;

**THEREFORE**

R2023-105

It is proposed by Miranda Matthews  
Seconded by Marlene Boudreau  
And approved by the majority of the Councillors present

**THAT** No increase above what is already specified in the collective agreement be granted until the next negotiation, as the Municipality is currently facing a restructuration and transition of employees.

**QUESTION PERIOD**

N2023-106

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

**CLOSE**

R2023-107

The session is closed on a motion from Marlene Boudreau at 7:27 p.m.

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Diana-Joy Davies  
Mayor

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Jessica Goodwin  
Assistant Clerk-Treasurer