

**JANUARY 26, 2026**

**MINUTES** of a regular sitting of the council of the Municipality of Grosse Ile hereby declared in session by the Mayor, Mr. Gordon Burke, this 26<sup>th</sup> day of January 2026 at 6:30 p.m. in the municipal gymnasium 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:	Michelle Chevarie Paul Clarke Dale Clarke
Interim Director General/ Clerk-Treasurer:	Karina Cyr
Absent with regrets:	David Burke

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

N2026-163

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

**ADOPTION OF THE AGENDA**

R2026-164

It is proposed by Paul Clarke  
Seconded by Dale 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
  - 1.3 Adoption of the December 15<sup>th</sup>, 2025, meeting minutes
  - 1.4 Correspondence
    - 1.4.1 Request for a speed limit change
2. Administrative acts of council
  - 2.1 Accounts Paid in December 2025
  - 2.2 Communauté maritime update
  - 2.3 Approval for Training – Municipal Staff
  - 2.4 Appointment of the Assistant Clerk-Treasurer
3. Legislative acts of council
  - 3.1 Second Draft – Bylaw 2025-010

4. Varia
  - 4.1 Employee Work Follow-Up
5. Question period
6. Adjournment

#### **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 December 15<sup>th</sup>, 2025.

R2026-165

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

**TO** adopt the minutes of the regular sitting of council held on December 15<sup>th</sup>, 2025.

#### **CORRESPONDENCE**

The members of council received a copy of the list of correspondence received at the office since the last public sitting, prior to the meeting for review. The mayor reviews the correspondence, and the list is deposited in the Correspondence Register of the Municipality.

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

##### **REQUEST FOR REVIEW OF SPEED LIMIT – ROUTE 199 (OLD HARRY / GROSSE-ÎLE)**

A resident submitted a request regarding road safety on Route 199, between the “Welcome to Grande-Entrée” sign to Old Harry corner. The correspondence raises concerns about the current 80 km/h speed limit given the road’s curves, limited visibility, and residential character. The resident requests a road safety and speed study, a review of the speed limit, additional warning signage, and consideration of a reduced speed zone. The correspondent indicated that they had already contacted the MTQ and was informed that concerns should be transmitted to the municipality for follow-up.

R2026-166

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

**THAT** the Council acknowledged the correspondence regarding road safety on Route 199, from the “Welcome to Grande-Entrée” sign to the Old Harry corner. The Council shared its concerns regarding community speed limits and agreed to contact the MTQ to request a road safety review and a reduction of the speed limit in Grosse-Île from 80 km/h to 50 km/h.

## ADMINISTRATIVE ACTS OF THE COUNCIL

### ACCOUNTS PAID DECEMBER 2025

R2026-167

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

**TO** approve the accounts paid for the month ending December 2025 for an amount of \$63,678.64; this list is deposited in the register of accounts paid.

### COMMUNAUTÉ MARITIME UPDATE

The Mayor, Gordon Burke, informed the Council that there were no current updates from the Communauté Maritime.

### APPROVAL OF TRAINING – MUNICIPAL STAFF

R2026-168

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

**THAT** Council approves the participation of the Interim Director General / Clerk-Treasurer and the Administrative Assistant in relevant training and professional development activities;

**THAT** said training is intended to enhance administrative capacity, ensure compliance with legislative and regulatory requirements, and support the efficient operation of the Municipality;

**THAT** the related costs, including registration fees and, where applicable, travel and accommodation expenses, be covered in accordance with the Municipality's policies and approved budget.

### APPOINTMENT OF ASSISTANT CLERK-TREASURER

**WHEREAS** under article 210 of the *Municipal Code of Québec* (RLRQ, c. C-27.1), every municipality must have a clerk-treasurer or may appoint an assistant clerk-treasurer;

**WHEREAS** when the Clerk-Treasurer is unavailable, it is necessary to appoint an Assistant Clerk in order to ensure the continuity of municipal operations;

**WHEREAS** Council deems it appropriate to appoint Kelly Aitkens to ensure compliance with the Municipal Code

**WHEREAS** Kelly Aitkens, a unionized employee of the Municipality, is hereby appointed Assistant Clerk-Treasurer

**WHEREAS** the responsibilities of Assistant Clerk-Treasurer are statutory in nature, distinct from the employee's regular duties, and require additional compensation;

**THEREFORE**

R2026-169

It is proposed by Michelle Chevarie

Seconded by Paul Clarke

And unanimously approved by the Councillors present

**THAT** Kelly Aitkens is hereby appointed Assistant Clerk-Treasurer of the Municipality of Grosse Ile, effective January 26th, 2026, in accordance with article 210 CMQ.

**THAT** The mandate of the Assistant Clerk-Treasurer shall be confined to attendance and minute-taking at council meetings, distribution of council documents, and issuance of public notices.

**THAT** The preparation of resolutions shall remain the responsibility of the Director General, who may request the Assistant Clerk-Treasurer's assistance as needed.

**THAT** This appointment expressly excludes responsibilities ordinarily attached to the Clerk-Treasurer concerning financial administration, permanent record-keeping, or general meeting preparation.

**THAT** Kelly Aitkens shall be compensated for duties related to her role as Assistant Clerk-Treasurer in support of council activities, including attendance at council meetings, distribution of council documents, minute-taking, issuance of public notices, and assistance to the Director General as required.

**THAT** Compensation shall be \$35 per hour, based on an estimated 4 hours per week. Additional hours may be approved by the Director General upon mutual agreement.

**THAT** That payment shall be made until the earliest occurrence of: (a) termination at the request of the employee; or (b) in the event of the appointment of a new Director General, the appointment may be withdrawn or modified by resolution of Council.

**LEGISLATIVE ACTS OF THE COUNCIL**

**SECOND DRAFT**

**BYLAW 2025-010 -  
AMENDING ZONING BYLAW NO. 2012-002 TO CREATE  
THE NEW IC4 ZONE FROM PART OF ZONE RC2**

**WHEREAS** in virtue of the provisions foreseen in the *Act Respecting Land Use Planning and Development (CQLR, c. A-19.1)*, the council may amend its zoning bylaw;

**WHEREAS** the area concerned already hosts activities related to the fisheries industry, and it is appropriate to authorize the processing of fishery products there in order to complete the local value chain and reduce transportation;

**WHEREAS** creating a new Ic4 zone from part of Rc2 provides a clear regulatory framework suited to these specialized industrial uses, limiting land-use conflicts and improving predictability for businesses;

**WHEREAS** the proposed amendment will contribute to the diversification and economic vitality of the municipality, notably through job retention and creation and by increasing the local spin-offs of the fisheries industry;

**WHEREAS** the intended uses are compatible with the surrounding area and will remain subject to zoning standards and to applicable laws and regulations regarding the environment, public health, and public safety;

**WHEREAS** a notice of motion was given at the meeting of September 16th, 2025 and a first draft by-law was tabled and presented at the same meeting;

**WHEREAS** following a public consultation held on January 26th, 2026 the municipal council wishes to adopt, without changes, the second draft of By-law 2025-010 in accordance with section 128 of the *Act Respecting Land Use Planning and Development*;

**WHEREAS** a copy of this present draft bylaw was submitted to the members of council at least 72 hours before the present sitting;

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

**WHEREAS** during the course of the sitting, the Assistant Clerk-Treasurer, mentions the content and scope of the bylaw;

**THEREFORE**

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

**TO** adopt the second draft of Bylaw No. 2025-010, entitled  
**“Bylaw 2025-010 amending Zoning Bylaw No. 2012-002  
to create the new Ic4 Zone from part of Zone Rc2.”**

**TO** transmit the second draft bylaw numbered 2025-010 to the  
Communauté maritime des Îles-de-la-Madeleine.

TEXT OF THE BYLAW

**SECOND DRAFT  
BYLAW 2025-010  
AMENDING ZONING BYLAW NO. 2012-002 TO CREATE  
THE NEW IC4 ZONE FROM PART OF ZONE RC2**

**CHAPTER 1**

**DECLARATORY AND INTERPRETATIVE PROVISIONS**

ARTICLE 1.1

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

ARTICLE 1.2

This bylaw, No. 2025-010, is entitled **“Bylaw 2025-010  
amending Zoning Bylaw No. 2012-002 to create the new Ic4  
Zone from part of Zone Rc2.”**

**CHAPTER 2**

**MODIFICATION OF THE ZONING BYLAW**

ARTICLE 2.1

The zoning plan map accompanying Zoning Bylaw No. 2012-002  
is amended to create Industrial Zone Ic4 (see plan appended).

**CHAPTER 3**

**FINAL PROVISIONS**

ARTICLE 3.1

This by-law shall come into force in accordance with the *Act  
Respecting Land Use Planning and Development (CQLR, c. A-  
19.1)*.

## VARIA

**WHEREAS** the Council wishes to stay informed about the progress of work carried out by municipal employees throughout the month;

**WHEREAS** a system using punch cards has already been implemented to track employee work;

**WHEREAS** employees are expected to respect regular work hours of 8:00 a.m. to 4:30 p.m., and any additional hours or made-up time (e.g., arriving later than 8:00 a.m. and staying later) must be approved by the Mayor;

**WHEREAS** the Council has implemented new “time off” sheets, requiring approval signatures from both the Director General and the Mayor;

## THEREFORE

R2026-171

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

**THAT** the Council wishes to remain informed of employee roles, assigned duties, and the efficiency with which tasks are carried out, and that regular follow-up and reporting be maintained to ensure transparency and oversight of municipal operations throughout each month.

## QUESTION PERIOD

The Chair declared the question period open at 6:45p.m

During the question period, three citizens asked questions regarding the Wind Farm Project. The questions related to those raised at the December meeting and to the petition previously submitted, specifically asking what actions the municipality had taken following the last meeting and whether the petition had been forwarded as requested. The Chair acknowledged the questions and invited the Interim Director General to respond. The Interim Director General elaborated on the steps that were taken and provided answers to the questions submitted by the citizens. Mayor Gordon Burke also elaborated on the matter, noting that the process is under the authority of the BAPE.

The Chair closes the question period at 7:17p.m.

**ADJOURNMENT**

N2026-172

The session is closed on a motion from Michelle Chevarie at 7:18 p.m.

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Gordon Burke  
Mayor

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Karina Cyr  
Interim Director General/  
Clerk-Treasurer