

**July 13, 2020**

**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 thirteenth day of July 2020 at 6:30 p.m. in the Grosse Ile Gymnasium situated at 006, chemin Jerry, Grosse Ile, Qc. and at which time there is quorum.

The following persons are present :

Mayor:	Rose Elmonde Clarke
Councillors:	Marlene Boudreau Felicia Clarke Nancy Clark Steve Clarke Jessica Goodwin
Director General:	Janice Turnbull
Absent with regrets Councillor:	Miles Clarke

#### **ADOPTION OF THE AGENDA**

**R2020-073** It is moved by Felicia Clarke  
Seconded by Nancy 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
2. Administrative acts of council
  - 2.1 Administrative updates
    - 2.1.1 Accounts paid
    - 2.1.2 2019 Annual Report – Contract Management Bylaw
    - 2.1.3 Miranda Matthews – Request for a leave of absence
    - 2.1.4 Maritime Community Regional Files – Updates
3. Legislative acts of council
  - 3.1 Intergenerational Community Park – Request for financial assistance – Programme du Fonds régions et ruralité – Volet 2 – Politique de soutien aux projets structurants
  - 3.2 Intergenerational Community Park – Request for financial assistance - PRIMADA
  - 3.3 Intergenerational Community Park – Request for financial assistance – Programme Actifs 2020-2021
  - 3.4 Service Building - Old Harry Beach – summer opening
  - 3.5 Compensation – Administrative Assistant

- 3.6 Purchase of a vehicle
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 on June 8, 2020.

R2020-074

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

**To** adopt the minutes of the regular sitting of council held on June 8, 2020.

#### **CORRESPONDENCE**

N2020-075

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.

#### **ADMINISTRATIVE UPDATES**

##### **ACCOUNTS PAID**

R2020-076

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

**To** approve the accounts paid for the month ending June 30, 2020, for an amount of \$40, 737.62, this list is deposited in the register of accounts paid.

#### **2019 ANNUAL REPORT CONTRACT MANAGEMENT BYLAW**

R2020-077

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

**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. This report is presented by the Director General, Janice Turnbull.

#### **MIRANDA MATTHEWS REQUEST FOR A LEAVE OF ABSENCE**

**WHEREAS** the Leisure Coordinator/Animator, Miranda Matthews, is requesting a leave of absence without pay from her duties, beginning September 8, 2020 until September 6, 2021;

**R2020-078** **THEREFORE**

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

**THAT** the request of the Leisure Coordinator/Animator, Miranda Matthews, for a leave of absence without pay from her duties be hereby accepted, pending the availability of a replacement.

### **MARITIME COMMUNITY REGIONAL FILES UPDATES**

**N2020-079** The Mayor, Rose Elmonde Clarke, reviewed the items on the agenda for the sitting of council of the Maritime Community which will be held on Tuesday July 14, 2020.

### **LEGISLATIVE ACTS OF COUNCIL**

#### **INTERGENERATIONAL COMMUNITY PARK – REQUEST FOR FINANCIAL ASSISTANCE – PROGRAMME DU FONDS RÉGIONS ET RURALITÉ – VOLET 2 – POLITIQUE DE SOUTIEN AUX PROJETS STRUCTURANTS**

**WHEREAS** the Municipality of Grosse Ile wishes to develop an intergenerational community park at the site of the former baseball field in Grosse Ile North;

**WHEREAS** Aménagement P.E.L. designed a plan and specifications as well as an estimate of costs for this park;

**WHEREAS** the Municipality may be eligible for a financial contribution for a project as such through the above-mentioned financial assistance program;

**THEREFORE**

**R2020-080** 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 submit a request for financial assistance to the Maritime Community within the *Programme du Fonds régions et ruralité – Volet 2 – Politique de soutien aux projets structurants* in order to help with the cost of developing the intergenerational community park.

**THAT** the Director General, Janice Turnbull, be hereby authorized to sign all pertinent documentation within the said program.

**INTERGENERATIONAL COMMUNITY PARK – REQUEST  
FOR FINANCIAL ASSISTANCE – PROGRAMME  
D’INFRASTRUCTURES MUNICIPALITÉ AMIE DES AÎNÉS  
(PRIMADA)**

**WHEREAS** the Municipality of Grosse Ile wishes to develop an intergenerational community park at the site of the former baseball field in Grosse Ile North;

**WHEREAS** Aménagement P.E.L. designed a plan and specifications as well as an estimate of costs for this park;

**WHEREAS** the Municipality may be eligible for a financial contribution for a project as such through the PRIMADA financial assistance program;

**THEREFORE**

R2020-081

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

**THAT** the Director General, Janice Turnbull, be hereby authorized to apply for funding and sign all documentation within the *Programme d’infrastructures municipalité amie des aînés*.

**THAT** the Municipality has read the Program Guide and agrees to comply with all the terms and conditions therein that apply to them.

**THAT** the Municipality agrees, should the financial assistance be granted for the project, to pay their share of the eligible expenses as well as the ongoing operational expenses of the concerned infrastructure;

**THAT** the Municipality agrees to pay all expenses regarding the project that are not eligible within the program, should the financial assistance be granted for the project, including any cost exceeding the initial amount of the project.

**INTERGENERATIONAL COMMUNITY PARK – REQUEST  
FOR FINANCIAL ASSISTANCE – PROGRAMME ACTIFS  
2020-2021**

**WHEREAS** the Municipality of Grosse Ile wishes to develop an intergenerational community park at the site of the former baseball field in Grosse Ile North;

**WHEREAS** Aménagement P.E.L. designed a plan and specifications as well as an estimate of costs for this park;

**WHEREAS** the Municipality may be eligible for a financial contribution for a project as such through the Actifs 2020-2021 financial assistance program;

**THEREFORE**

R2020-082

It is moved by Felicia Clarke

Seconded by Marlene Boudreau  
And unanimously approved by the Councillors present

**THAT** the Director General, Janice Turnbull, be hereby authorized to submit a request for financial assistance to the Unité régionale loisir et sport Gaspésie-Îles-de-la-Madeleine within the *Programme Actifs 2020-2021* in order to help with the cost of developing the intergenerational community park.

**THAT** the Director General, Janice Turnbull, be hereby authorized to sign all pertinent documentation within the said program.

### **SERVICE BUILDING – OLD HARRY BEACH SUMMER OPENING**

**WHEREAS** the sanitary measures currently in effect concerning the global pandemic of COVID-19 must be respected in order to open the service building (toilets and showers) at Old Harry Beach for the 2020 summer season;

**WHEREAS** the Municipality must increase the frequency of daily cleaning and disinfecting of frequently touched surfaces such as, toilets, water taps, door handles, etc.;

**WHEREAS** the Municipality requested assistance from the Maritime Community in order to carry out the recommended and heightened sanitary measures;

**WHEREAS** the Maritime Community verified among their employees but was not able to find available resources to assist in carrying out the heightened sanitary measures;

### **THEREFORE**

**R2020-083** It is moved by Jessica Goodwin  
Seconded by Felicia Clarke  
And unanimously approved by the Councillors present

**THAT** the service building (toilets and showers) located at Old Harry Beach will not open for the 2020 summer season due to the COVID-19 pandemic and a lack of human resources to carry out the sanitary measures and guidelines currently in effect.

### **COMPENSATION ADMINISTRATIVE ASSISTANT**

**WHEREAS** the Administrative Assistant, Maxine Matthews, performed the duties of Secretary-Treasurer, on a part-time basis, during the absence of the Director General – Secretary-Treasurer;

**WHEREAS** Article 184 of the Quebec Municipal Code stipulates that in the case of a vacancy in the office of secretary-treasurer, the assistant secretary-treasurer must perform the duties of the office;

**THEREFORE**

R2020-084

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

**THAT** the Administrative Assistant, Maxine Matthews, shall be compensated, in accordance to the law, for performing the duties of Secretary-Treasurer.

**THAT** the Director General, Janice Turnbull, be hereby delegated to establish a pay scale for Assistant Secretary-Treasurer as well as Secretary-Treasurer which will be annexed to the contract of the Director General, forming an integral part thereof for future reference.

**PURCHASE OF A VEHICLE**

**WHEREAS** all municipal employees currently use their personal vehicle for work related purposes;

**WHEREAS** the aforementioned can be inconvenient in terms of general wear and tear on a vehicle as well as putting on a considerable amount of additional mileage, particularly in the case of the Building Maintenance Agent;

**THEREFORE**

R2020-085

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

**THAT** the Director General, Janice Tuirnbull, be hereby authorized to proceed with a call for tenders, by invitation, in order to purchase a vehicle to be used by the employees of the Municipality of Grosse Ile for work related purposes.

**THAT** the call for tenders shall be forwarded to Chevrolet Buick GMC de l'Archipel, Plymouth Chrysler des Îles and Madeleine Automobiles (Fair Isle Ford).

**QUESTION PERIOD**

N2020-086

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

**CLOSE**

R2020-087

The session is closed on a motion from Jessica Goodwin at 7 :53 pm.

---

Rose Elmonde Clarke  
Mayor

---

Janice Turnbull  
Director General