

**PROVINCE OF QUEBEC  
TOWN OF METIS-SUR-MER**

**ORDINARY COUNCIL MEETING  
HELD ON FEBRUARY 6, 2017**

Minutes of the regular session of the Council of the Town of Metis-sur-Mer held on Monday February 6, 2017, in the boardroom, 138, Principale, Métis-sur-Mer, at 7:30 p.m.

Present are Councillors June Smith, Rita D. Turriff, Martine Bouchard, Normand Provost, Simon Brochu and Raynald Banville forming quorum under the Mayor, Mr. Jean-Pierre Pelletier.

Also present are:

Mr. Stéphane Marcheterre, Director General and secretary-treasurer

**RESOLUTION #17-02-15**  
**OPENING OF THE ASSEMBLY**

It is proposed by Councillor Ms. Martine Bouchard and unanimously resolved that the session of the Council of the Town of Metis-sur-Mer is opened at 7:30 pm.

**RESOLUTION #17-02-16**  
**AGENDA**

It is proposed by Councillor Mr. Raynald Banville and unanimously resolved to adopt the following agenda for the session:

- 1. Call to order and registration of attendance**
- 2. Reading and adoption of the agenda**
- 3. Approval of the minutes of :**
  - 3.1 The regular session held on January 16, 2017;
- 4. Monthly reports from MacNider Borough and committees:**
  - 4.1 MacNider Borough council;
  - 4.2 Local development committee;
  - 4.3 Leisure committee;
  - 4.4 Library committee;
  - 4.5 Beautification committee.
- 5. Treasury**
  - 5.1 Accounts payable;
- 6. Administration**
  - 6.1 To name Heppell Landry Brisson notaires en fidéicommiss. to do the lease between the Town and the Association des Résidents de la Pointe du Phare de Métis-sur-Mer concerning the management of the site of the lighthouse of Métis-sur-Mer;
  - 6.2 Offer of service for professional services in architecture about the lighthouse of Métis-sur-Mer;
  - 6.3 Offer of service for professional services in engineering about the lighthouse of Métis-sur-Mer;
  - 6.4 To accept the terms of loan of Caisse Desjardins de Mont-Joli – Est de La Mitis;
- 7. Public work**
  - 7.1 Agreement for the acquisition and the use of equipment for the maintenance of aqueduct and sewer networks;
  - 7.2 Technical advice, costs estimate and recommendations by Tetra Tech IQ Inc.;
  - 7.3 Warning to contractors before opening the closed roads in winter;
- 8. Town Planning**
  - 8.1 Modification of zoning regulation, to mandate to MRC's planning service;
  - 8.2 Notice of motion concerning regulation #17-107 - closure and abolition of parcels of land as a public way;
- 9. Fire and emergency service**
  - 9.1 Adoption of the implementation plan of the fire safety cover plan of the MRC de Mitis;
  - 9.2 Application for financial assistance for the training of new firefighters;
  - 9.3 Adoption of the municipal intervention plan in civil security;
- 10. Leisure and culture**
  - 10.1 Financial and in-kind support from the municipality to the Métis 200 project;
  - 10.2 Donation asked for the enriched harmony program of Mistral school;
- 11. Question period**
- 12. Adjournment**

### **3. APPROVAL OF MINUTES OF:**

#### **3.1 The regular session held on January 16, 2017**

##### **RESOLUTION #17-02-17**

##### **APPROVAL OF MINUTES OF THE REGULAR SESSION OF THE TOWN OF METIS-SUR-MER HELD ON JANUARY 16, 2017**

Each Member of the Council having received a copy of the minutes of the regular session of the Town of Métis-sur-Mer held at the municipal hall, 138 Principale, Métis-sur-Mer, Monday, January 16, 2017 at least 24 hours before the present session, the Mayor is exempt from the reading (Art. 333, LCV).

It is proposed by Councillor Ms. Rita D. Turriff and resolved unanimously to approve the minutes with corrections made.

### **4. REPORTS OF THE SUBCOMMITTEES.**

#### **4.1 MacNider Borough Council**

Ms. June Smith President of the MacNider Borough Council, mentions the subjects which were handled at the Council meeting held on February 6, 2017:

- The naming of three councillors to sit on the Board of Directors of the HLM.
- Approval of the 2017 budget of the HLM;
- Approval of the purchase offer of an abandoned building and a land at Place des Marronniers;
- Firefighters' salaries for 2017-2018;
- Partnership between the Town and Heritage Lower St. Lawrence for the co-ordination of community and recreation services for 2017;
- Grant to Heritage Lower St. Lawrence – public library;
- Resolution of support for the celebration of the 200<sup>th</sup> anniversary of Metis-sur-Mer;

The next meeting will be held on Monday, March 6, 2017 at 6:30 pm at Municipal Office.

#### **4.2 Development Committee**

The meeting of the Committee was held on January 25. A follow-up on the *PFM* and *Amie des aînés* regarding projection film. Mr. Reford came to present a plan of action for the Organization of Métis 200 and he has received support of the CLD of Métis-sur-Mer.

#### **4.3 Leisure Committee**

The Super Bowl event was held last Sunday and the event is a success. The next activity will be the winter activities day which will be held on February 25 or March 4. There will be advertising on the web and in the local newspaper.

#### **4.3 Library Committee**

Animation in collaboration with the MRC de La Mitis about story telling. Also, workshops are planned at l'Envol school by an author under the program *livre de s'animer*.

#### **4.4 Beautification Committee**

A historical plaque will be made in honor of Grey Owl.

### **5. TREASURY**

#### **5.1 Accounts payable.**

##### **RESOLUTION 17-02-18**

##### **ACCOUNTS PAYABLE**

It is proposed by Councillor Mr. Normand Provost and resolved unanimously that the Council of the Town of Metis-sur-Mer adopts the list of an extra disbursements for December 2016 for an amount of \$ 4 740.47, adopts the list of an extra accounts payable for an amount of \$ 7 995.81 for December 2016, adopts the list of disbursements for an amount of \$ 48 261.44 for January 2017, adopts the list of accounts payable for an amount of \$ 59 416.21 for January 2017 and authorizes the Secretary - Treasurer to make the payment for these accounts in the amount of \$ 67 412.02.

### **6. ADMINISTRATION**

**6.1 To name Heppell Landry Brisson notaires en fidéicommis to do the lease between the Town and the Association des Résidents de la Pointe du Phare de Métis-sur-Mer concerning the management of the site of the lighthouse of Métis-sur-Mer.**

**RESOLUTION #17-02-19**

**TO NAME HEPELL LANDRY BRISSON NOTAIRES EN FIDÉICOMMIS. TO DO THE LEASE BETWEEN THE TOWN AND THE ASSOCIATION DES RÉSIDENTS DE LA POINTE DU PHARE DE MÉTIS-SUR-MER CONCERNING THE MANAGEMENT OF THE SITE OF THE LIGHTHOUSE OF MÉTIS-SUR-MER**

It is proposed by Councillor Ms. Martine Bouchard and resolved unanimously that the Council of the Town of Métis-sur-Mer names Heppell Landry Brisson notaires en fidéicommis to do the lease between the Town and the Association des Résidents de la Pointe du Phare de Métis-sur-Mer concerning the management of the site of the lighthouse of Métis-sur-Mer.

**6.2 Offer of service for professional services in architecture about the lighthouse of Métis-sur-Mer.**

**RESOLUTION #17-02-20**

**OFFER OF SERVICE FOR PROFESSIONAL SERVICES IN ARCHITECTURE ABOUT THE LIGHTHOUSE OF MÉTIS-SUR-MER**

It is proposed by Councillor Mr. Raynald Banville and resolved unanimously that the Council of the Town of Métis-sur-Mer accepts the offer of professional services in architecture of the company ABCP Architecture for an amount of \$14 820 before taxes plus inherent disbursements of \$ 670 before taxes in order to achieve a complete picture of the condition of the Lighthouse and its extensions. This amount will be paid from the grant received from the federal Government.

**6.3 Offer of service for professional services in engineering about the lighthouse of Métis-sur-Mer.**

**RESOLUTION #17-02-21**

**OFFER OF SERVICE FOR PROFESSIONAL SERVICES IN ENGINEERING ABOUT THE LIGHTHOUSE OF MÉTIS-SUR-MER**

It is proposed by Councillor Ms. Martine Bouchard and resolved unanimously that the Council of the Town of Métis-sur-Mer accepts the offer of professional services in engineering of the company Tetra Tech QI Inc. for an amount of \$10 990 before taxes in order to achieve a complete picture of the condition of the Lighthouse and its extensions. This amount will be paid from the grant received from the federal Government.

**6.4 To accept the terms of loan of Caisse Desjardins de Mont-Joli – Est de La Mitis.**

**RESOLUTION #17-02-22**

**TO ACCEPT THE TERMS OF LOAN OF CAISSE DESJARDINS DE MONT-JOLI – EST DE LA MITIS**

It is proposed by Councillor Mr. Normand Provost and resolved unanimously: that the Town of Métis-sur-Mer accepts the offer which is made to him of Caisse Desjardins de Mont-Joli - East of La Mitis for its loan in the amount of \$60,000 under the borrowing Bylaw number 03-10 at a rate of 3.95% for the next five years and names the Mayor and the Director general to sign all documents relating to this loan on behalf of the Town.

**7. PUBLIC WORKS**

**7.1 Agreement for the acquisition and the use of equipment for the maintenance of aqueduct and sewer networks.**

**RESOLUTION #17-02-23**

**AGREEMENT FOR THE ACQUISITION AND THE USE OF EQUIPMENT FOR THE MAINTENANCE OF AQUEDUCT AND SEWER NETWORKS**

It is proposed by Councillor Mr. Raynald Banville and resolved unanimously that the Council of the Town of Métis-sur-Mer accepts the agreement for the acquisition and the use of equipment for maintenance of the aqueduct and sewer networks with the municipality of Sainte-Flavie and Sainte-Luce and names the Mayor and the Director general to sign the agreement on behalf of the Town.

**7.2 Technical advice, costs estimate and recommendations by Tetra Tech IQ Inc.**

**RESOLUTION #17-02-24**  
**TECHNICAL ADVICE, COSTS ESTIMATE AND RECOMMENDATIONS BY TETRA TECH IQ INC**

It is proposed by Councillor Ms. Martine Bouchard and resolved unanimously that the Council of the Town of Métis-sur-Mer accepts the budget for professional fees for the realization of technical advice and a preliminary estimate of the cost of the work required for the sewer outlet in the amount of \$4 750 before taxes. These works are admissible to TECQ 2014 – 2018 program.

**7.3 Warning to contractors before opening the closed roads in winter.**

**RESOLUTION #17-02-24A**  
**WARNING TO CONTRACTORS BEFORE OPENING THE CLOSED ROADS IN WINTER**

It is proposed by Councillor Ms. Rita D. Turriff and resolved unanimously that all entrepreneurs wanting to open roads closed by the municipality in winter for their sole need of transportation must notify the municipality management before removing snow from the closed road.

**8. TOWN PLANNING**

**8.1 Modification of zoning regulations, to mandate MRC's planning service.**

**RESOLUTION #17-02-25**  
**MODIFICATION OF ZONING REGULATIONS, TO MANDATE MRC'S PLANNING SERVICE**

It is proposed by Councillor Mr. Normand Provost and resolved unanimously that the Council of the Town of Métis-sur-Mer mandates the MRC de La Mitis Planning Department to assist the municipality in the process of amending its zoning regulations.

**8.2 Notice of motion concerning regulation #17-107 - closure and abolition of parcels of land as a public way.**

**RESOLUTION #17-02-26**  
**NOTICE OF MOTION CONCERNING REGULATION #17-107 - CLOSURE AND ABOLITION OF PARCELS OF LAND AS A PUBLIC WAY**

A notice of motion has been given by Councillor Martine Bouchard to adopt at a further meeting the regulation #17-107 - closure and abolition of parcels of land as a public way.

**9. FIRE AND EMERGENCY SERVICE**

**9.1 Adoption of the implementation plan of the fire safety cover plan of the MRC de Mitis.**

**RESOLUTION #17-02-27**  
**ADOPTION OF THE IMPLEMENTATION PLAN OF THE FIRE SAFETY COVER PLAN OF THE MRC DE MITIS**

**CONSIDERING THAT** the MRC de La Mitis conducted a review of its fire safety cover plan;

**CONSIDERING THAT** the review has been conducted in accordance with the law on fire safety;

**CONSIDERING THAT** a public consultation meeting was held on September 19, 2016;

**CONSIDERING THAT** the municipalities in the region should adopt the implementation plan associated with the realization of the fire safety cover plan in accordance with the law on fire safety.

**FOR THESE REASONS,**

It is proposed by Councillor Ms. June Smith and resolved unanimously that the Council of the Town of Métis-sur-Mer adopts the the implementation plan of the fire revised safety cover plan of the MRC de Mitis.

**9.2 Application for financial assistance for the training of new firefighters.**

**RESOLUTION #17-02-28**  
**APPLICATION FOR FINANCIAL ASSISTANCE FOR THE TRAINING OF NEW FIREFIGHTERS**

**WHEREAS** the *Règlement sur les conditions pour exercer au sein d'un service de sécurité incendie municipal* provides the training requirements for firefighters in fire safety in order to ensure a minimum qualification.

**WHEREAS** this regulation reflects a determination of municipalities to guarantee the formation of a team of firefighters with qualifications and skills to respond effectively in an emergency situation;

**WHEREAS** in December 2014, the Government of Quebec established the Program of financial assistance for the training of volunteer or part-time firefighters;

**WHEREAS** this program aims to provide financial assistance to municipal organizations allowing them to have a sufficient number of firefighters qualified to take part effectively and safely in an emergency situation;

**WHEREAS** this program also aims to promote the acquisition of abilities and basic skills required by volunteer or part-time firefighters who operate within municipal fire safety services;

**WHEREAS** the Town of Métis-sur-Mer wishes to benefit from the financial assistance offered by this program;

**WHEREAS** the Town of Métis-sur-Mer provides the formation of two firefighters in the coming year to respond effectively and in a safe manner to emergency situations on its territory;

**WHEREAS** the municipality must send its request to the *Ministère de la sécurité public* through the MRC de La Mitis in accordance with article 6 of the Program.

It is proposed by Councillor Mr. Raynald Banville and resolved unanimously that the Council of the Town of Métis-sur-Mer submits an application for financial assistance under the program of financial assistance for the formation of volunteer or part-time firefighters at the Department of public safety and to transmit this request to the MRC de La Mitis.

### **9.3 Adoption of the municipal intervention plan in civil security.**

#### **RESOLUTION #17-02-29**

#### **ADOPTION OF THE MUNICIPAL INTERVENTION PLAN IN CIVIL SECURITY**

It is proposed by Councillor Ms. Martine Bouchard and resolved unanimously that the Council of the Town of Métis-sur-Mer adopts a plan of municipal intervention in civil security.

## **10. LEISURE AND CULTURE**

### **10.1 Financial and in-kind support from the municipality to the Métis 200 project.**

#### **RESOLUTION #17-02-30**

#### **FINANCIAL AND IN-KIND SUPPORT FROM THE MUNICIPALITY TO THE MÉTIS 200 PROJECT**

It is proposed by Councillor Ms. June Smith and resolved unanimously that the Council of the Town of Métis-sur-Mer allows the Director-general to sign a confirmation of support from the municipality relating to a grant application for the setup of Métis 200 project.

### **10.2 Donation asked for the enriched harmony program of Mistral school.**

#### **RESOLUTION #17-02-31**

#### **DONATION ASKED FOR THE ENRICHED HARMONY PROGRAM OF MISTRAL SCHOOL**

It is proposed by Councillor Ms. Martine Bouchard and resolved unanimously that the Council of the Town of Métis-sur-Mer gives \$50.00 in donation for the enriched harmony program of Mistral school in Mont-Joli.

## **11. QUESTION PERIOD**

Question period began at 7:55 pm and ended at 7:57 pm.

## **12. ADJOURNMENT**

#### **RESOLUTION #17-02-32**

#### **ADJOURNMENT**

The agenda being exhausted, it is proposed by Councillor Mr. Raynald Banville that this session be adjourned at 8h00 p.m.

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Jean-Pierre Pelletier, Mayor

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Stéphane Marcheterre,  
Director General and Secretary-treasurer