

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

**ORDINARY COUNCIL MEETING  
HELD ON APRIL 9, 2018**

Minutes of the regular session of the Council of the Town of Metis-sur-Mer held on Monday April 9, 2018, in the boardroom, 138, Principale, Métis-sur-Mer, at 7:30 p.m.

Present are Councillors Luc Hamelin, Martine Bouchard, Rita D. Turriff, René Lepage, Raynald Banville and Simon Brochu, forming quorum under the Mayor, Ms. Carolle-Anne Dubé.

Also present are:

Mr. Stéphane Marcheterre, Director General and secretary-treasurer

Ms. Claire Robichaud, assistant secretary-treasurer

**RESOLUTION #18-04-50**  
**OPENING OF THE ASSEMBLY**

It is proposed by Councillor Mr. Simon Brochu and unanimously resolved that the session of the Council of the Town of Metis-sur-Mer is opened at 7:37 pm.

**RESOLUTION #18-04-51**  
**AGENDA**

It is proposed by Councillor Ms. Martine Bouchard 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 March 12, 2018;
- 4. Presentation of the financial report of the town of Métis-sur-Mer at December 31, 2017**
- 5. Monthly reports from MacNider Borough and committees:**
  - 5.1** MacNider Borough council;
  - 5.2** Local development committee;
  - 5.3** Leisure committee;
  - 5.4** Library committee;
  - 5.5** Beautification committee.
- 6. Treasury**
  - 6.1** Accounts payable;
- 7. Administration**
  - 7.1** Notice of motion and presentation of a draft By-law # 18-121 concerning the use of tertiary ultraviolet disinfection treatment systems for the treatment of wastewater of isolated residences;
  - 7.2** Notice of motion, presentation and adoption of a draft By-law # 18-125 amending By-law 12-77 concerning site planning and architectural integration plans of ville de Métis-sur-Mer;
  - 7.3** Notice of motion and presentation of a draft By-law 18-126 constituting a local heritage Council;
  - 7.4** Adoption of By-law # 18-122 managing the question period;
  - 7.5** Adoption of By-law # 18-123 about contract management;
  - 7.6** Adoption of By-law # 18-124 amending By-law #12-73 - access to home ownership program;
- 8. Public work**
  - 8.1** Programming of the work TECQ 2014-2018;
  - 8.2** Professional fee budget for surveys, design, plans and specifications and environmental requests for the replacement of the outlet to the river;
  - 8.3** Request to Mr. Pascal Bérubé for graveling of the MacNider Road – South 4th range and upkeeping bridge P-04432 – chemin des Écossais;
  - 8.4** To award contract for the upkeep of the retaining wall;
- 9. Town Planning**

NIL
- 10. Fire and emergency service**

NIL
- 11. Leisure and culture**
  - 11.1** Cartier 2018 Fund – Request from organizations;
  - 11.2** Sponsorship request for galas at École du Mistral of Mont-Joli;
  - 11.3** Metis Beach School;

- 12. Question period
- 13. Adjournment

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

#### **3.1 The regular session held on March 12, 2018**

##### **RESOLUTION #18-04-52** **APPROVAL OF MINUTES OF THE REGULAR SESSION OF THE TOWN OF METIS-SUR-MER** **HELD ON MARCH 12, 2018**

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, March 12, 2018 at least 24 hours before the present session, the clerk is exempt from the reading (Art. 333, LCV).

It is proposed by Councillor Mr. René Lepage and resolved unanimously to approve the minutes with corrections made.

#### **4. Presentation of the financial report of the town of Métis-sur-Mer at December 31, 2017**

##### **RESOLUTION #18-04-52A** **PRESENTATION OF THE FINANCIAL REPORT OF THE TOWN OF MÉTIS-SUR-MER AT** **DECEMBER 31, 2017**

It is proposed by Councillor Mr. René Lepage and resolved unanimously that the Council of the Town of Métis-sur-Mer accepts the report on the financial statements of the municipality as at December 31, 2017 as prepared by Raymond, Chabot, Grant, Thornton and introduced at this meeting by Mr. René Gauthier.

### **5. REPORTS OF THE SUBCOMMITTEES.**

#### **5.1 MacNider Borough Council**

Ms. Rita D. Turriff, member of the MacNider Borough Council, mentions the subjects which were handled at the Council meeting held on April 9, 2018:

- Join the Chamber of Commerce and Industry Mont-Joli-Metis;
- To approve the 2018 budget of the OMH of Metis-sur-Mer;
- List of buildings to be sold for non-payment of taxes;
- To maintain the agreement for the operation of the OMH reached in April 1986 with the Société d'habitation du Québec;
- To name a director of the Fire Service of Metis-sur-Mer;
- To join the Coalition Urgence Rurale;
- Donation requested from l'école de Mistral department of harmonie enrichment;

The next meeting will be held on Monday, May 7, 2018 at 6:30 pm at Municipal Office.

#### **5.2 Development Committee**

At the last meeting of Metis 200, the question has been raised of the choice of a new logo for the municipality.

#### **5.3 Leisure Committee**

*Nothing new*

#### **5.3 Library Committee**

A thematic exhibition will be held at the public library from May 7<sup>th</sup> to October 30<sup>th</sup> on fishing. Watch the Info-Métis for upcoming activities.

#### **5.4 Beautification Committee**

Free tree distribution will be held on Saturday, May 26<sup>th</sup> from 9 am to 1 pm in the back of the Town office. The Committee will also take over the program "A birth, a tree" from the municipal family policy.

### **6. TREASURY**

#### **6.1 Accounts payable.**

##### **RESOLUTION 18-04-53** **ACCOUNTS PAYABLE**

It is proposed by Councillor Mr. Luc Hamelin and resolved unanimously that the Council of the Town of Metis-sur-Mer adopts the list of disbursements for an amount of \$ 87 772.37 for March 2018, adopts the list of accounts payable for an amount of \$ 30 935.04 for March 2018 and authorizes the Secretary - Treasurer to make the payment for these accounts.

## **7. ADMINISTRATION**

**7.1 Notice of motion and presentation of a draft By-law # 18-121 concerning the use of tertiary ultraviolet disinfection treatment systems for the treatment of wastewater of isolated residences.**

### **RESOLUTION #18-04-54**

#### **NOTICE OF MOTION AND PRESENTATION OF A DRAFT BY-LAW # 18-121 CONCERNING THE USE OF TERTIARY ULTRAVIOLET DISINFECTION TREATMENT SYSTEMS FOR THE TREATMENT OF WASTEWATER OF ISOLATED RESIDENCES**

Councillor Mr. Raynald Banville gives notice of motion that, for adoption at a next meeting, a regulation on the use of tertiary ultraviolet disinfection treatment systems for the treatment of wastewater of Isolated residences. The purpose of this regulation is to govern the installation, use and maintenance of tertiary ultraviolet disinfection treatment systems. The draft regulation is deposited at this meeting.

**7.2 Notice of motion, presentation and adoption of a draft By-law # 18-125 amending By-law 12-77 concerning site planning and architectural integration plans of ville de Métis-sur-Mer.**

### **RESOLUTION #18-04-55**

#### **NOTICE OF MOTION, PRESENTATION AND ADOPTION OF A DRAFT BY-LAW # 18-125 AMENDING BY-LAW 12-77 CONCERNING SITE PLANNING AND ARCHITECTURAL INTEGRATION PLANS OF VILLE DE MÉTIS-SUR-MER**

**WHEREAS** the Director General mentions that the purpose of this regulation is to amend Regulation number 12-77 to amend various elements of this regulation concerning site planning and architectural integration plans of ville de Métis-sur-Mer;

**WHEREAS** notice of motion is given by Councillor Mr. Luc Hamelin;

#### **FOR THESE REASONS,**

It is proposed by Councillor Mr. Luc Hamelin and resolved unanimously that this draft By-law be adopted as deposited and submitted to the Town Council.

**7.3 Notice of motion and presentation of a draft By-law 18-126 constituting a local heritage Council.**

### **RESOLUTION #18-04-56**

#### **NOTICE OF MOTION AND PRESENTATION OF A DRAFT BY-LAW 18-126 CONSTITUTING A LOCAL HERITAGE COUNCIL**

Councillor Ms. Martine Bouchard gives notice of motion that a regulation constituting a local Heritage Council will be adopted at the next meeting. The purpose of this regulation is to create a local heritage council composed of one elected official and two citizens to guide the Council's decisions on local heritage. The draft regulation is presented at this meeting.

**7.4 Adoption of By-law # 18-122 managing the question period.**

### **RESOLUTION #18-04-57**

#### **ADOPTION OF BY-LAW # 18-122 MANAGING THE QUESTION PERIOD**

**WHEREAS** the Council of the Town of Métis-sur-Mer must, in accordance with article 322 of the Cities and Towns Act, hold a question period at a Council meeting;

**WHEREAS** the Council considers that the question period is available to ask questions of public interest relating to the municipal administration to ensure a compliant and respectful behavior;

**WHEREAS** a notice of motion accompanied by a draft regulation has been previously given by Councillor Ms. Martine Bouchard at the meeting of the Council held on March 12<sup>th</sup>, 2018.

**WHEREAS** a copy of this regulation was available no later than two (2) days before the present meeting to the person responsible to the access to documents of the Town;

**WHEREAS** a copy of this regulation was available to the public at the beginning of this meeting;

**ACCORDINGLY**, it is proposed by Mr. Councillor Simon Brochu and unanimously resolved that this By-law be adopted as deposited and submitted to the Town Council.

#### **7.5 Adoption of By-law # 18-123 about contract management.**

##### **RESOLUTION #18-04-58**

##### **ADOPTION OF BY-LAW # 18-123 ABOUT CONTRACT MANAGEMENT**

**WHEREAS** a contractual management policy has been adopted by the Town of Métis-sur-Mer in accordance with article 573.3.1.2 of the Cities and Towns Act (hereinafter referred to as "C.T.A.");

**WHEREAS** article 573.3.1.2 C.T.A. was replaced on January 1, 2018, obliging the municipalities, from that last date, to adopt a regulation on contract management, the current policy of the municipality being however deemed to be such a regulation;

**WHEREAS** the regulations must at least provide measures in respect of six items identified in the Act and, in respect of contracts that have an expenditure of 25 000 \$ or more but less than 100 000 \$ and which may be passed over-the-counter under the rules adopted by the municipality, provide for measures to ensure the rotation of any other contractor;

**WHEREAS** the municipality wishes, as permitted by the fourth paragraph of article 573.3.1.2 C.T.A., to provide for the award of contracts which include an expenditure of more than 25 000 \$ and less than 100 000 \$ and, as a result, article 573.1 L.C.V. no longer applies to these contracts from the entry into force of this regulation;

**WHEREAS** this draft By-law responds to a goal of transparency and clean management of public funds;

**WHEREAS** the Director general and Secretary-Treasurer mentions that the purpose of this regulation is to provide measures for any contract to be given by the municipality, including certain rules for the award of contracts for agreements that have an expenditure of at least 25 000 \$ and less than 100 000 \$;

**WHEREAS** a notice of motion accompanied by a proposed regulation has been previously given by Councillor Mr. Luc Hamelin at the meeting of the Council held on March 12, 2018;

**WHEREAS** a copy of this regulation was available no later than two (2) days before the present meeting to the person responsible to the access to documents of the Town;

**WHEREAS** a copy of this regulation was available to the public at the beginning of this meeting

**ACCORDINGLY**, it is proposed by Councillor Mr. René Lepage, and resolved unanimously that this regulation be adopted as deposited and submitted to the Town Council.

#### **7.6 Adoption of By-law # 18-124 amending By-law #12-73 - access to home ownership program.**

##### **RESOLUTION #18-04-59**

##### **ADOPTION OF BY-LAW # 18-124 AMENDING BY-LAW #12-73 - ACCESS TO HOME OWNERSHIP PROGRAM**

**WHEREAS** the Director General mentions that the purpose of this regulation is to amend Regulation number 12-73 to amend various elements of the access to home ownership program;

**WHEREAS** a notice of motion accompanied by a proposed regulation has been previously given by Councillor Mr. Simon Brochu at the meeting of the Council held on March 12, 2018;

**WHEREAS** a copy of this regulation was available no later than two (2) days before the present meeting to the person responsible to the access to documents of the Town;

**WHEREAS** a copy of this regulation was available to the public at the beginning of this meeting

**ACCORDINGLY**, it is proposed by Councillor Ms. Rita D. Turriff, and resolved unanimously that this regulation be adopted as deposited and submitted to the Town Council.

## **8. PUBLIC WORKS**

### **8.1 Programming of the work TECQ 2014-2018.**

##### **RESOLUTION #18-04-60**

##### **PROGRAMMING OF THE WORK TECQ 2014-2018**

**WHEREAS**

- The municipality of Métis-sur-Mer understands the *Guide relatif aux modalités de versement de la contribution gouvernementale dans le cadre du programme de la taxe sur l'essence et de la contribution du Québec (TECQ) pour les années 2014 à 2018*;
- the municipality of Métis-sur-Mer must abide by the terms of this guide which apply to the Town to receive the Government contribution which was confirmed in a letter from the "Ministre des Affaires municipales et de l'Occupation du territoire";

**FOR THESE REASONS**

it is proposed by Councillor Mr. Raynald Banville and resolved unanimously that;

- the municipality of Métis-sur-Mer is committed to respect the terms of the guide which apply to the Town;
- the municipality of Métis-sur-Mer agrees to be solely responsible and to relieve Canada and Quebec as well as their Ministers, senior officials, employees and agents of any liability for claims, demands, losses, damages or costs of all kinds related to injuries inflicted on a person, the death of a person, damage to property or loss of property caused by a deliberate or negligent act, coming directly or indirectly from the investments made with the financial help obtained with the financial assistance program of the 2014-2018 TECQ;
- the municipality of Métis-sur-Mer approves the content and allows the sending to the "Ministre des Affaires municipales et de l'Occupation du territoire", the programming of work attached to the present and all other documents required by the "Ministère" to receive the Government contribution which was confirmed in a letter from the "Ministre des Affaires municipales et de l'Occupation du territoire";
- the municipality of Métis-sur-Mer is committed to achieve the minimum threshold of municipal infrastructure capital set at **\$28** per capita per year, for a total of **\$140** per capita for all five years of the program;
- the municipality of Métis-sur-Mer is committed to inform the "Ministère des Affaires municipales et de l'Occupation du territoire" of any changes to the programming of work approved by the resolution.

The municipality certifies by this resolution that the attached work programming, has achieved real costs and reflects the estimates of eligible work until next March 31.

**8.2 Professional fee budget for surveys, design, plans and specifications and environmental requests for the replacement of the outlet to the river.**

**RESOLUTION # 18-04-61**

**PROFESSIONAL FEE BUDGET FOR SURVEYS, DESIGN, PLANS AND SPECIFICATIONS AND ENVIRONMENTAL REQUESTS FOR THE REPLACEMENT OF THE OUTLET TO THE RIVER**

Considering regulation 18-123 on contractual management, it is proposed by Councillor Ms. Martine Bouchard and resolved unanimously that the Council of the Town of Métis-sur-Mer accepts professional fee budget of the engineering firm Tetra Tech QI Inc. in an amount of \$27 710 (excluding taxes), for surveys, design, plans and specifications and environmental requests for the replacement of the river outlet of the Métis-sur-Mer wastewater treatment system, as usual requirements of the *ministère des Affaires municipales et de l'Occupation du territoire (MAMOT)*. This expenditure is eligible for the TECQ 2014-2018 program.

**8.3 Request to Mr. Pascal Bérubé for graveling of the MacNider Road – South 4th range and upkeeping bridge P-04432 – chemin des Écossais.**

**RESOLUTION #18-04-62**

**REQUEST TO MR. PASCAL BÉRUBÉ FOR GRAVELING OF THE MACNIDER ROAD – SOUTH 4TH RANGE AND UPKEEPING BRIDGE P-04432 – CHEMIN DES ÉCOSSAIS**

**WHEREAS** the budget of the program « Aide à l'amélioration du réseau routier » is distributed among provincial electoral districts;

**WHEREAS** this distribution is made in relation with the number of kilometers of local roads, over 45 km for the Town of Métis-sur-Mer;

**WHEREAS** deputies, in collaboration with the municipalities and the MRC, set up an annual programming of improvements by focusing on the local road network;

**WHEREAS** some gravel roads of Métis-sur-Mer require, as well as the regular maintenance, a recovering of gravel;

**WHEREAS** the Town has received a letter dated February 26 2018 from the MTMDET to do work on the P-04432 bridge located on the chemin des Écossais;

**FOR THESE REASONS,**

It is proposed by Councillor Mr. Simon Brochu and resolved unanimously that the Council of the Town of Métis-sur-Mer requests financial support from Mr. Pascal Bérubé, Deputy of Matapédia-Matane, of an amount of \$ 15 000.00, in relation to the program " Aide à l'amélioration du réseau routier 2016", in order to proceed to recover and to grade some parts of the following ranges: route MacNider (south 4<sup>th</sup> range) and to do the repairs required by the MTMDET on the P-04432 bridge.

**8.4 To award contract for the upkeep of the retaining wall**

**RESOLUTION #18-04-63**  
**TO AWARD CONTRACT FOR THE UPKEEP OF THE RETAINING WALL**

**WHEREAS** the Town proceeded with the opening of the tenders for the repair of the retaining wall;

**WHEREAS** ten (10) contractors have deposited a tender;

**WHEREAS** the engineering department of the MRC de la Mitis did the analysis of tenders;

**WHEREAS** the engineering department of the MRC de la Mitis recommends the award of the contract to "MVC Océan Inc.", which is the lowest compliant tenderer in an amount of 168,804.00 taxes included;

**WHEREAS** the supervision of the work will be carried out by the engineering department of the MRC de la Mitis.

**THEREFORE**, it is proposed by Councillor Mr. Luc Hamelin and unanimously resolved that the Council of the Town of Métis-sur-Mer awards the contract to "MVC Océan Inc." for the repair of the retaining wall in an amount of 168,804.00 taxes included. This work is included in the programming of the work of the TECQ 2014-2018.

**9. TOWN PLANNING**

NIL

**10. FIRE AND EMERGENCY SERVICE**

NIL

**11. LEISURE AND CULTURE**

**11.1 Cartier 2018 Fund – Request from organizations.**

**RESOLUTION #18-04-64**  
**CARTIER 2018 FUND – REQUEST FROM ORGANIZATIONS**

**CONSIDERING THAT**, according to the agreement signed by Cartier Energy with the Town of Métis-sur-Mer about the "Visibility Funds", the municipality must submit its recommendations on projects for the social and community development for an amount of \$ 5,187.22 by resolution for 2018.

It is proposed by Councillor Mr. René Lepage and resolved unanimously that the Town of Métis-sur-Mer recommends that Cartier Énergie Éolienne pays the following amounts to non-profit municipal organizations:

<u>ORGANIZATION</u>	<u>PROJECT</u>	<u>AMOUNT</u>
ASSOCIATION SOCIO-CULTURELLE DE MÉTIS	FACILITIES TOWN HALL	937.22 \$

COMITÉ DES LOISIRS	PLAYGROUND	700 \$
COMITÉ D'EMBELLISSEMENT	TOWN HALL EXIBITION METIS 200	450 \$
FABRIQUE NOTRE DAME DE LA COMPASSION	PRINTING AND DISTRIBUTION OF THE PARISH SHEET	600 \$
CLD DE MÉTIS-SUR-MER	MÉTIS-SUR-MER CELEBRATES – METIS 200	1 000 \$
ASSOCIATION DES LOCATAIRES DES RÉSIDENCES BEAULIEU	GAZEBO EQUIPMENT	700 \$
HÉRITAGE BAS-ST-LAURENT	CULTURAL ANIMATION 2018	800 \$
TOTAL		5 174.65 \$

**11.2 Sponsorship request for galas at École du Mistral of Mont-Joli.**

**RESOLUTION #18-04-65**

**SPONSORSHIP REQUEST FOR GALAS AT ÉCOLE DU MISTRAL OF MONT-JOLI**

It is proposed by Councillor Mr. Luc Hamelin and resolved unanimously that the Council of the Town of Métis-sur-Mer pays \$50 in donation to the Fondation de l'école le Mistral de Mont-Joli Inc to organize three academic, cultural and sports galas.

**11.3 Metis Beach School.**

**RESOLUTION #18-04-66**

**METIS BEACH SCHOOL**

It is proposed by Councillor Ms. Martine Bouchard and resolved unanimously that the Métis-sur-Mer Council gives \$50 to help the presence of three Metis Beach School students at the "Canada meeting" in Ottawa and that is a unique opportunity for Canadian teens to meet other young people from across the country.

**12. QUESTION PERIOD**

Question period began at 8:25 pm and ended at 8:30 pm.

**13. ADJOURNMENT**

**RESOLUTION #18-04-67**

**ADJOURNMENT**

The agenda being exhausted, it is proposed by Councillor Mr. René Lepage that this session be adjourned at 8:30 pm.

---

Carolle-Anne Dubé, Mayor

---

Stéphane Marcheterre,  
Director General and Secretary-treasurer