

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

**ORDINARY COUNCIL MEETING  
HELD ON NOVEMBER 4, 2019**

Minutes of the regular session of the Council of the Town of Metis-sur-Mer held on Monday November 4, 2019, in the boardroom, 138, Principale, Métis-sur-Mer, at 7:30 p.m.

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

Also, present:

Mr. Stéphane Marcheterre, Director General and secretary-treasurer.

**RESOLUTION #19-11-138**  
**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 #19-11-139**  
**AGENDA**

It is proposed by Councillor Mr. René Lepage 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 October 7, 2019;
- 4. Monthly reports from sub-committees:**
  - 4.1 Borough council;
  - 4.2 Local development committee;
  - 4.3 Recreation committee;
  - 4.4 Library committee;
  - 4.5 Beautification committee.
- 5. Treasury**
  - 5.1 Accounts payable of October 2019;
  - 5.2 Filing of comparative income and expenditure statements;
  - 5.3 Adoption of the revised HMO budgets of September 30 and October 7 2019;
- 6. Town Planning**
  - 6.1 Appoint Ms. Carmen Migneault representative of the citizens and Ms. Rita D. Turriff and Mr. Luc Hamelin representatives of the Council on the CCU;
- 7. Administration**
  - 7.1 To confirm the September CPI in Quebec;
  - 7.2 Indexing the 2020 salary range;
  - 7.3 Naming Pro-mayors 2020;
  - 7.4 To validate the schedule of regular 2020 council meetings;
  - 7.5 To appoint an independent auditor for the accountability of 2014-2018 TECQ;
  - 7.6 Programming of work #1 - TECQ 2019-2023;
  - 7.7 Notice of motion for the regulation #19-137 lowering the speed to 55 km/h on rue McLaren;
  - 7.8 Notice of Motion for regulation 19-139 authorizing a supervisor to drive in a road vehicle during a snow removal operation on a public road with a snowblower;
- 8. Public Works**
  - 8.1 Winter maintenance of the 5th range of Padoue;
- 9. Fire and emergency service**
  - 9.1 Financial assistance program for the training of volunteer firefighters;
- 10. Leisure and culture**
  - 10.1 Maintenance of the 2019-2020 ice rink;
  - 10.2 Purchase of equipment at the leisure centre and budget transfer;
- 11. Question period (30 minutes réf.: By-Law 18-122)**
- 12. Adjournment**

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

#### **3.1 The regular session held on October 7, 2019**

##### **RESOLUTION #19-11-140** **APPROVAL OF MINUTES OF THE REGULAR SESSION OF THE TOWN OF METIS-SUR-MER** **HELD ON OCTOBER 7, 2019**

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, October 7, 2019 at least 24 hours before the present session, the clerk is exempt from the reading (Art. 333, LCV).

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

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

#### **4.1 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 November 4, 2019:

- Application for minor zoning variation at 308, rue Astle.
- Annual inspection of the fire department director's truck;
- Adoption of the municipal civil security plan;
- To name a municipal library manager.

The next meeting will be held on Monday, December 2, 2019 at 6:30 pm at the municipal office.

#### **4.2 Development Committee**

Next meeting will be held this Tuesday, November 5 at 7:00 p.m. at the Leisure Centre, all citizens are welcome. The organization of Santa Claus Day at the Town Hall is now supported by the local CLD.

#### **4.3 Leisure Committee**

The Annual General Meeting will be held on November 14 at 7:00 p.m. at the Leisure Centre. Welcome to all of you.

#### **4.4 Library Committee**

There has been some reading animation with the children of the CPE and l'Envol school. Halloween has been celebrated at the library with the students of l'Envol school. Both schools of Metis and CPE regularly attend the library, so this place remains alive. Ms. Catherine will organize French reading sessions at Metis Beach School. Keep an eye on the Métis Info to see all the activities to come.

#### **4.5 Beautification Committee**

There will probably be flowers placed below the windows of the community garden shed.

### **5. TREASURY**

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

##### **RESOLUTION 19-11-141** **ACCOUNTS PAYABLE**

It is proposed by Councillor Mr. Simon Brochu and resolved unanimously that the Council of the Town of Metis-sur-Mer adopts the list of disbursements for an amount of \$ 210 871.91 for October 2019, adopts the list of accounts payable for an amount of \$ 59 524.33 for October 2019 and authorizes the Secretary - Treasurer to make the payment for these accounts. The Treasurer certifies the availability of the credits to make the payments.

#### **5.2 Filing of comparative income and expenditure statements.**

##### **RESOLUTION #19-11-142** **FILING OF COMPARATIVE INCOME AND EXPENDITURE STATEMENTS**

**CONSIDERING THAT** Section 105.4 of *Lois sur les cités et villes* requires that the Treasurer files two comparative statements at the last regular board meeting held at least four weeks before the next fiscal year's budget must be adopted.

**FOR THIS REASON,**

It is proposed by Councillor Ms. Martine Bouchard and unanimously resolved that the Council of the Town of Métis-sur-Mer accepts the filing of the comparative income and expenditure statements at October 31<sup>st</sup>, 2019 deposited by the Director general Mr. Stéphane Marcheterre. Both reports will be added to annex A of the Minutes.

**5.3 Adoption of the revised HMO budgets of September 30 and October 7 2019.**

**RESOLUTION #19-11-143**

**ADOPTION OF THE REVISED HMO BUDGETS OF SEPTEMBER 30 AND OCTOBER 7 2019**

It is proposed by Councillor Mr. Luc Hamelin and resolved unanimously that the Council of the Town of Métis-sur-Mer approves the revised budget of the OMH of Métis-sur-Mer revised as of September 30 and October 7 2019, with the following characteristics:

**September 30:**

INCOME	68 568.00 \$
EXPENDITURES	94 443.00 \$
DEFICIT	(48 514.00 \$)
CONTRIBUTION SHQ	43 663.00 \$
CONTRIBUTION MUNICIPALITY	4 851.00 \$

**October 7:**

INCOME	68 568.00 \$
EXPENDITURES	94 255.00 \$
DEFICIT	(48 326.00 \$)
CONTRIBUTION SHQ	43 493.00 \$
CONTRIBUTION MUNICIPALITY	4 833.00 \$

**6. URBANISM**

**6.1 Appoint Ms. Carmen Migneault representative of the citizens and Ms. Rita D. Turriff and Mr. Luc Hamelin representatives of the Council on the CCU.**

**RESOLUTION #19-11-144**

**APPOINT MS. CARMEN MIGNEAULT REPRESENTATIVE OF THE CITIZENS AND MS. RITA D. TURRIFF AND MR. LUC HAMELIN REPRESENTATIVES OF THE COUNCIL ON THE CCU**

It is proposed by Councillor Mr. René Lepage and unanimously resolved that the Council of the Town of Métis-sur-Mer appoints Councillor Rita D. Turriff and Councillor Luc Hamelin as representatives of the Council on the CCU and appoints Ms. Carmen Migneault as representative of the Métis-sur-Mer CCU for a period of two years.

**7. ADMINISTRATION**

**7.1 To confirm the September CPI in Quebec.**

**RESOLUTION #19-11-145**

**TO CONFIRM THE SEPTEMBER CPI IN QUEBEC**

It is proposed by Councillor Ms. Rita D. Turriff and unanimously resolved that the Council of the Town of Métis-sur-Mer confirms the consumer price index at 2.2% for September 2019 in Quebec. This value is used to analyze the indexation of the salary scale and determine the salary of some employees for 2020.

**7.2 Indexing the 2020 salary range.**

**RESOLUTION #19-11-146**

**INDEXING THE 2020 SALARY RANGE**

It is proposed by Councillor Ms. Martine Bouchard and unanimously resolved that the Council of the Town of Métis-sur-Mer indexes the 2019 salary scale by 0.5% for 2020 compensation according to the employee compensation policy adopted by the Council on August 5 2019.

### 7.3 Naming Pro-mayors 2020.

#### **RESOLUTION #19-11-147** **NAMING PRO-MAYORS 2020**

It is proposed by Councillor Mr. Raynald Banville and unanimously resolved that the Council of the Town of Métis-sur-Mer appoints the following pro-mayors for the year 2020:

January, February, March 2020: **Luc Hamelin**  
April, May, June 2020: **René Lepage**  
July, August, September 2020: **Rita D. Turriff**  
October, November, December 2020: **Simon Brochu**

### 7.4 To validate the schedule of regular 2020 council meetings.

#### **RESOLUTION #19-11-148** **TO VALIDATE THE SCHEDULE OF REGULAR 2020 COUNCIL MEETINGS**

**WHEREAS** article 319 of the cities and towns Act provides that the Council should establish the schedule of its ordinary sessions for the next year, before the beginning of each calendar year, by setting the day and time of each session;

**THEREFORE**, it is proposed by Councillor Ms. Rita D. Turriff and unanimously resolved:

That the calendar below be adopted relative to the holding of ordinary sessions of the Council of the Town for 2020, which will begin at 7: 30 pm:

<u>MONTH</u>	<u>DAY</u>	<u>DATE</u>
JANUARY	MONDAY 7H30 PM	13
FEBRUARY	MONDAY 7H30 PM	3
MARCH	MONDAY 7H30 PM	16
APRIL	MONDAY 7H30 PM	6
MAY	MONDAY 7H30 PM	4
JUNE	MONDAY 7H30 PM	1
JULY	MONDAY 7H30 PM	6
AUGUST	MONDAY 7H30 PM	3
SEPTEMBER	MONDAY 7H30 PM	14
OCTOBER	MONDAY 7H30 PM	5
NOVEMBER	MONDAY 7H30 PM	2
DECEMBER	MONDAY 7H30 PM	7

### 7.5 To appoint an independent auditor for the accountability of 2014-2018 TECQ.

#### **RESOLUTION #19-11-149** **TO APPOINT AN INDEPENDENT AUDITOR FOR THE ACCOUNTABILITY OF 2014-2018 TECQ**

It is proposed by Councillor Mr. Simon Brochu and unanimously resolved that the Council of the Town of Métis-sur-Mer appoints Raymond Chabot Grant Thornton, 305 Rue de la Gare, Matane, as an independent auditor for the final accountability of the 2014-2018 TECQ program.

### 7.6 Programming of work #1 - TECQ 2019-2023.

#### **RESOLUTION #19-11-150** **PROGRAMMING OF WORK #1 - TECQ 2019-2023**

#### **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 2019 à 2023*;
- 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'Habitation";

#### **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 2019-2023 TECQ;
- the municipality of Métis-sur-Mer approves the content and allows the sending to the "Ministre des Affaires municipales et de l'Habitation", 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'Habitation";
- the municipality of Métis-sur-Mer is committed to achieve the minimum threshold of municipal infrastructure capital 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'Habitation" of any changes to the programming of work approved by the resolution.
- The Municipality certifies by this resolution that the attached version 01 work programming has true realized costs and reflects the cost forecasts for eligible work.

**7.7 Notice of motion for the regulation #19-137 lowering the speed to 55 km/h on rue McLaren.**

**RESOLUTION #19-11-151**

**NOTICE OF MOTION FOR THE REGULATION #19-137 LOWERING THE SPEED TO 55 KM/H ON RUE MCLAREN**

Councillor Ms. Rita D. Turriff gave notice of motion that a regulation governing the speed limit on route McLaren would be submitted for adoption at a next meeting. The purpose of this regulation is to reduce the speed from 80 km/h to 55 km/h on route McLaren. This draft regulation will be presented at a future session for adoption.

**7.8 Notice of Motion for regulation 19-139 authorizing a supervisor to drive in a road vehicle during a snow removal operation on a public road with a snowblower.**

**RESOLUTION #19-11-152**

**NOTICE OF MOTION FOR REGULATION 19-139 AUTHORIZING A SUPERVISOR TO DRIVE IN A ROAD VEHICLE DURING A SNOW REMOVAL OPERATION ON A PUBLIC ROAD WITH A SNOWBLOWER**

Councillor Mr. Simon Brochu gave notice of motion that a regulation governing snow removal operations on a public road with a snowblower will be submitted for adoption at a next meeting. The purpose of this regulation is to allow the use of escorted vehicles during snow removal on a public road with a snowblower on certain roads of the municipality. This draft regulation will be presented for adoption at a future session.

**8. PUBLIC WORKS**

**8.1 Winter maintenance of the 5th range of Padoue.**

**RESOLUTION #19-11-153**

**WINTER MAINTENANCE OF THE 5TH RANGE OF PADOUE**

It is proposed by Councillor Ms. Martine Bouchard and resolved unanimously that the Council of the Town of Métis-sur-Mer accepts to take in charge winter upkeep of 5th range of Padoue for the season 2018-2020, on a length of 1.91 km for the sum of \$ 9 400.00, conditional on the following terms of payment:

50% on January 15, 2020: \$4 700;

50% on April 15, 2020: \$4 700.

## **9. FIRE AND EMERGENCY SERVICE**

### **9.1 Financial assistance program for the training of volunteer firefighters.**

#### **RESOLUTION #19-11-154**

#### **FINANCIAL ASSISTANCE PROGRAM FOR THE TRAINING OF VOLUNTEER 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. René Lepage 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.

## **10. LEISURE AND CULTURE**

### **10.1 Maintenance of the 2019-2020 ice rink.**

#### **RESOLUTION #19-11-155**

#### **MAINTENANCE OF THE 2019-2020 ICE RINK**

It is proposed by Councillor Mr. Luc Hamelin and resolved unanimously that the Council of the Town of Métis-sur-Mer donates \$6 140.00 to the Leisure Committee of Métis-sur-Mer for the maintenance of the municipal skating rink during winter 2019-2020 as well as for clearing snow from the main and secondary entrances at the municipal office and at the recreation center.

### **10.2 Purchase of equipment at the leisure centre and budget transfer.**

#### **RESOLUTION #19-11-156**

#### **PURCHASE OF EQUIPMENT AT THE LEISURE CENTRE AND BUDGET TRANSFER**

It is proposed by Councillor Ms. Rita D. Turriff and unanimously decided that the Council of the Town of Métis-sur-Mer acquires a Star-branded rotary toaster for the Recreation Centre for 1,175.79 plus taxes. This purchase requires a budget transfer of \$ 700 from 02 70120 640 - Part and Accessory to 02 70120 726 - Equipment. Also, a fundraiser is organized to help finance this equipment.

## **11. QUESTION PERIOD**

Question period began at 7:53 pm and ended at 8:00 pm.

**12. ADJOURNMENT**

**RESOLUTION #19-11-157**  
**ADJOURNMENT**

The agenda being exhausted, it is proposed by Councillor Ms. Martine Bouchard that this session be adjourned at 8:00 pm.

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Carolle-Anne Dubé, Mayor

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Stéphane Marcheterre,  
Director General and Secretary-treasurer