

DATE: October 13th, 2015

The regular meeting of the Clarendon Municipal Council was held on the above night at the Council Hall. Mayor Terry Elliott presided with Crs. Gerald (Jerry) Barber, James Howard, John Armstrong Phillip Elliott, Keven Knox office assistant Pat Hobbs and the Director General Mike Guitard.

Cr. Hanna motivated her absence for this meeting.

OPENING THE MEETING

Mayor Terry Elliott opened the meeting at 7:00 PM

ADOPTION OF THE AGENDA

243-10-2015 Proposed by Cr. Knox
Seconded by Cr. Armstrong
And is unanimously resolved to adopt the agenda with the addition of Office assistant at item 31.

Carried

ADOPTION OF THE MINUTES OF THE SEPTEMBER 22ND MEETING

244-10-2015 Proposed by Cr. Elliott
Seconded by Cr. Howard
And is unanimously resolved to adopt the minutes of September 22nd, 2015

Carried

ADOPTION OF THE MINUTES OF THE SEPTEMBER 28th SPECIAL MEETING

245-10-2015 Proposed by Cr. Elliott
Seconded by Cr. Knox
And is unanimously resolved to adopt the minutes of September 28th special meeting, 2015

Carried

ADOPTION OF THE MINUTES OF THE SEPTEMBER 30th SPECIAL MEETING

246-10-2015 Proposed by Cr. Howard
Seconded by Cr. Armstrong
And is unanimously resolved to adopt the minutes of September 30th special meeting, 2015

Carried

QUESTION PERIOD/VISITORS

Byron Barr

Asked for a resolution from council for support in a request to clean a water course to help with underground drainage. (see item 23)

The woman's institute

Gave a presentation about whom and what the Woman's institute is, and asked questions about council's decision on the speed change request on the 148.

AUDITORS REPORT- 2014 Year- End Financial Statement

247-10-2015 Proposed by Cr. Barber
Seconded by Cr. Armstrong
AND is unanimously resolved that the Municipality of Clarendon accept the 2014 Year- End Financial Statement as presented by Janique Éthier CPA Inc

Carried

MAYOR'S REPORT

Mayor Elliott presented a report of recent MRC meetings.

ROAD FOREMAN'S REPORT

Road foreman Bruce Telford presented his monthly road report.

DECORATING THE LIBRARY FOR CHRISTMAS

- 248-10-2015** Proposed by Cr. Elliott
Seconded by Cr. Knox
AND is unanimously resolved that the Municipality of Clarendon pay half of the decorations at the library up to \$100.00 max, our share.
- Carried**

CORRESPONDENCE AND INFORMATION

The following items were tabled and discussed:

Business achievement awards banquet
Reply from Minister of Public Security
Letter from the Minister of Public Security, police services
Letter from a rate payer

- 249-10-2015** Proposed by Cr. Howard
Seconded by Cr. Knox
AND is unanimously resolved to accept the proposal to cut the dead trees on the north east corner of lot 13, range 1, the portion between the old road and the new road.
- Carried**

FALSE ALARM BY-LAW MODIFICATION TO INCLUDE COMMERCIAL PROPERTIES

PROVINCE OF QUEBEC
MUNICIPALITY OF CLARENDON
MODIFICATION OF BY-LAW NUMBER 2003-219
CONCERNING ALARM SYSTEMS

250-10-2015

WHEREAS a notice of motion was given by Councillor Kevin Knox during the Council meeting held April 14, 2015, to modify By-Law Number 2003-219 regarding fines for false alarms;

WHEREAS this by-law applies to any Fire alarm system;

WHEREAS the officer responsible for the application of this by-law is any official or municipal employee or fireman appointed by Council;

WHEREAS the officer responsible for the application of all or any part of this by-law is authorized to enter any premises protected by an alarm system, if nobody is there, for the purpose of interrupting the sound signal if it has lasted more than 20 consecutive minutes;

WHEREAS the Municipality is authorized to claim from any **homeowner; resident; commercial building; government building and /or any public building** of an alarm system the expenses made by it in the case of a defect or poor functioning of the alarm system, in particular the expenses made for purposes of entering in an immovable;

It is hereby enacted as follows:

Article 1 “Fines”

Whereas every homeowner; resident; commercial building; government building and /or any public building is liable to a fine for any activation above the second activation in a period of one lifetime.
Whereas a written warning will be given at the first activation
Whereas a letter will be issued from the Municipality after the second activation
Whereas whoever contravenes a provision of this by-law is liable to a fine of at least five hundred dollars (\$500.00), plus costs.

THEREFORE it is moved by Cr. Knox , and seconded by Cr. Armstrong that the modification to By-Law Number 2003-219 be adopted this 13th day of October, 2015 and will come into force according to law.
A vote was called:
Cr. Barber is against;
Crs. Howard, Elliott, Knox and Armstrong are for;
The motion is carried.

PROVINCE OF QUEBEC
MUNICIPALITY OF CLARENDON
MODIFICATION OF BY-LAW NUMBER 2003-219
CONCERNING ALARM SYSTEMS

By-Law concerning Alarm Systems 2003-219
WHEREAS Council considers that it should regulate the installation and operation of alarm systems on the territory of the municipality;
WHEREAS it is necessary to correct the problems provoked by the high number of false alarms;
WHEREAS notice of motion was regularly given on March 25th, 2003;
CONSEQUENTLY, it is moved by Cr. Terry Elliott and seconded by Cr. Keven Knox and resolved that this by-law be adopted.
Whereas notice of motion was given on the 14th of April, 2015 to modify this by-law as per resolution 250-10-2015

<i>Definitions</i>	SECTION 1	The preamble is an integral part of this by-law
	SECTION 2	For purposes of this by-law, the words and expressions that follow mean: Protected Premises: A lot, construction, works protected by an alarm system Alarm System: Any device, panic button or equipment used to notify of the presence of an intruder, notify of the commission or of an attempt at breaking and entering or of an offence, or notify of a fire in a protected premises located on the territory of the Municipality. User: Any natural or legal person who is the owner or occupant of protected premises.
<i>Application</i>	SECTION 3	This by-law applies to any alarm system, including alarm systems already installed or in use on the day of the coming into force of this by-law.
<i>Inspection</i>	SECTION 4	The officer responsible for the application of all or any part of this by-law is authorized to enter any premises protected by an alarm system if nobody is there for the purpose of interrupting the sound signal if it has lasted more than 20 consecutive minutes.
<i>Expenses</i>	SECTION 5	The municipality is authorized to claim from any homeowner; resident; commercial building; government building and /or any public building using an alarm system, the expenses made by it in case of a defect or poor functioning of the alarm system, in particular the expenses made for purposes of entering in an immovable in accordance with Section 9.
<i>Offence</i>	SECTION 6	It is an offence and makes the user liable to fines provided for at Sections 15, any activation above the second activation of the system for cause of defect or poor functioning

<i>Presumption</i>	SECTION 7	The activation of an alarm system is presumed in the absence of proof to the contrary to be caused by defects or poor functioning, when no proof or trace of the presence of an intruder, of the commission of an offence, of a fire or of the beginning of a fire is found on the protected premises upon the arrival of the Police Officers, the fire men or the official responsible for the application of all or part of this by-law.
<i>Inspection</i>	SECTION 8	The official responsible for the application of this by-law is authorized to visit and examine between 7:00 a.m. and 7:-00 p.m.; any movable or immovable property as well as the exterior or interior of any house, building or structure; to find out if by-laws are executed therein and any owner, tenant or occupant of these properties, houses, buildings and structures must receive him, let him penetrate and answer all questions that are asked in relation to the execution of this by-law
<i>Authorization</i>	SECTION 9	The official responsible for the application of this by-law is any official or municipal employee or fireman appointed by Council.
<i>Fines</i>	SECTION 10	Whoever contravenes a provision of this by-law commits an offence. Every homeowner; resident; commercial building; government building and /or any public building is liable to a fine for any activation above the second activation in a period of one lifetime. A written warning will be given at the first activation A letter will be issued from the Municipality after the second activation Whoever contravenes a provision of this by-law is liable to a fine of at least five hundred dollars (\$500.00), plus costs.
<i>Abrogation</i>	SECTION 11	This by-law abrogates any previous municipal regulation incompatible with its provisions.
<i>Coming into Force</i>	SECTION 12	The modification of this by-law shall come into force according to law.

Mayor Terry Elliott

Director General/Secretary treasurer
Mike Guitard

1996 DUMP TRUCK

251-10-2015 Proposed by Cr. Knox
Seconded by Cr. Howard
And is unanimously resolved to make the necessary repairs to truck # 5
Carried

2016 FIRE TRAINING CONTRACTS

252-10-2015

WHEREAS the *Regulation respecting the conditions governing the exercise of functions within a municipal fire safety service* provides training requirements for firefighters of the fire safety services to ensure a minimum professional qualification;

WHEREAS this regulation is part of a desire to ensure municipalities forming fire crews with the skills and abilities necessary to respond effectively to emergencies;

WHEREAS in December 2014 the Quebec government established the financial assistance program for the training of volunteer and part-time firefighters;

WHEREAS the programs main objective is to provide municipal organizations financial assistance to enable them to have a sufficient number of trained firefighters to act effectively and safely in an emergency;

WHEREAS this program also aims to promote the acquisition of basic skills required by volunteer firefighters and part-time practicing in municipal fire safety services;

WHEREAS the municipality of Clarendon wishes to benefit from the financial support offered by the program;

WHEREAS the municipality of Clarendon predicts the training of 26 firefighters during the next year to respond effectively and safely in emergency situations on its territory;

WHEREAS the municipality must send this resolution to the Ministry of public security through the Pontiac MRC in accordance with article 6 of the program;

It is proposed by Cr. Elliott, seconded by Cr. Knox and resolved to apply for the financial assistance under the financial assistance program for volunteer or part-time firefighter training at the Ministry of public security and forward this request to the Pontiac MRC.

Carried

NORVIC LANE

Deffered to next meeting

RUST PROOFING ON TRUCKS

253-10-2015 Proposed by Cr. Howard
Seconded by Cr. Elliott
And is unanimously resolved to undercoat the trucks with approved oil in house before winter.

Carried

ACCESS TO INFORMATION HEARING

254-10-2015 Proposed by Cr. Knox
Seconded by Cr. Armstrong
And is unanimously resolved that our Lawyer accompany the Director General to the December 2nd meeting with the Commission for access to information.

Carried

FALL SUPPER

Deffered to next meeting

IPAD FOR MRC PAPERLESS MEETINGS

255-10-2015 Proposed by Cr. Knox
Seconded by Cr. Elliott
And is resolved to buy an Ipad from WEPC and get the necessary training for the mayor and pro-mayor for the paperless meetings.
The vote was taken:
Cr. Barber is against
Crs. Elliott, Howard, Knox and Armstrong are for
The motion is carried.

GRAVEL CRUSHING

256-10-2015 Proposed by Cr. Barber
Seconded by Cr. Elliott
And is unanimously resolved to invite Tom Orr Cartage, Campbell's Bay Cement, and Lafarge to tender for 12500 metric tonnes of 0-3/4 gravel and storage of said gravel.

Carried

ROAD SALT TENDERS

The tenders for road salt were opened at 2 pm October 13th

- 1) Compass Minerals Canada Corp
\$95.27
- 2) Sel Warwick Inc.
\$99.95

- 3) **K&S Sel Windsor**
\$88.24
- 4) **Multi Routes Inc.**
\$131.12

257-10-2015 Proposed by Cr. Barber
Seconded by Cr. Knox
And is unanimously resolved to accept the tender deposited by K&S Sel Windsor at \$88.24 per tones.

Carried

DRAINAGE ON 4th CONCESSION

258-10-2015 Proposed by Cr. Elliott
Seconded by Cr. Knox
And is unanimously resolved to accept that 6530133 Canada Inc. (B&B Farms) at lot 22A and 23A and Larry Smiley Lot 23B on the 4th concession of Clarendon, be permitted to clean the water course running through the above properties to facilitate the drainage of the outlets of the underground drainage system and the and the drain that protects the manure pit on lot 23A, all which were engineered and partially paid for by the Quebec government, providing that all the appropriate authorizations are obtained if they are required. This resolution will be sent to the MRC for their October meeting.

Carried

HEAD LIBRARIAN

259-10-2015 Proposed by Cr. Barber
Seconded by Cr. Howard
And is unanimously resolved that the Council of Clarendon authorizes the hiring of Heather Sly as head Librarian providing the Municipality of Shawville agrees.

Carried

260-10-2015 Proposed by Cr. **Barber**
Seconded by Cr. **Elliott**
And is unanimously resolved that since the budget for 2015 has been set, the library committee should meet and deposit a recommendation to the two concerned municipalities as to wages and hours for the 2016 budget.

Carried

WINTER SAND

261-10-2015 Proposed by Cr. Howard
Seconded by Cr. Knox
And is unanimously resolved that the Municipality of Clarendon buy 6000 metric tons of sand from Lafarge

GRADER AND TRUCK TIRES

262-10-2015 Proposed by Cr. Howard
Seconded by Cr. Knox
And is unanimously resolved to have the grader tire recapped.

Carried

PREVIOUS BUSINESS FOLLOW-UP

The following items were tabled and discussed

- Water drainage problem in Sand Bay
- Heath rd water shut off and snow plowing
- Draft by-law for tree cutting
- Legal case
- Dry Hydrant Cummings Road

Fortin Road grant
Director General's training

IN-CAMERA

It is moved by Cr. Elliott seconded by Cr. Howard and resolved to go in-camera at 10:28 pm.

OUT OF THE IN-CAMERA

It is moved by Cr. Elliott seconded by Cr. Howard and resolved to come out of in-camera at 10:34 pm.

FINANCIAL REPORT &/or ACCOUNTS PAYABLE

Municipalité de/of Clarendon Vendor Aged Summary As at 09/10/2015

<u>Name</u>	<u>Total</u>
3477835 Canada Inc	10,659.42
Amy Hobbs - cell phone for foreman	90.40
Benson Autoparts	57.64
Brayden Foster	125.00
Centre d'Estimation Outaouais	100.00
Commission scolaire des Hauts-Bois	125.00
Council Remuneration	4,533.84
Esso Pétrolière Impériale	878.78
Firemen Remuneration - Section 3	1,500.00
Formules Municipales et Comm. Inc.	169.01
Fresh Image Computing Services	30.18
Gerard Labelle, CPA Inc.	804.83
Hayes Manufacturing	181.09
Hugh Tracy	437.77
Hydro Quebec	595.05
J. Ethier - Audit 2014	10,347.75
Lamarche & McGuinty Inc	14,019.39
Les Service d'Architecture	902.34
M.R.C. Pontiac	233.75
MacEwen Petroleum	8,489.73
Magnalum Co. Ltd.	474.27
Master Card Banque Nationale du Canada	500.92
Mickey McGuire Construction Ltd.	15,025.17
Ministre des Finances	78,478.00
Payroll for September	37,983.57
Pontiac Auto Parts	159.82
Pontiac Journal	74.73
Pontiac Printshop Ltd	217.62
Receiver General	3,878.75
Revenue Quebec	10,113.71
Richard Brownlee - beaver	425.00
Rogers Wireless	57.38
Sherwin Greer	20.00
Sortir du Bois	15,124.50
Standard Life Insurance	2,676.00
Stasha Côté-Ryshpan	125.00
Telebec Ltee	245.43
Theresa Gauthier	65.00
Victor Dumouchel - work boots	200.00
W.A. Hodgins Store	268.78

Total outstanding: 220,394.62

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AUTHORITY OF PAYMENT OF THE LIST OF BILLS

Certificate of availability of credits

I, the undersigned, Mike Guitard, Director General of the Municipality of Clarendon certify that there are sufficient credits available to carry out the expenditure mentioned above.

In witness whereof, this certificate is given in Clarendon this 13th day of October 2015.

Mike Guitard Director General

263-10-2015 Proposed by Cr. Barber
Seconded by Cr.Ellott
And is unanimously resolved to pay the bills amounting to \$ 220 394.62

Carried

COMMITTEE MEETINGS AND REPORTS

LUP Committee
New Permit prices were tabled

Committee meetings dates were discussed

Fire commission
The next Fire commission meeting will be held on the 28th of October and the representatives will report any need for the 2016 budget as soon as possible to the Director General

MISCELLANEOUS AND DISCUSSIONS

OFFICE ASSISTANT

264-10-2015 Proposed by Cr. Howard
Seconded by Cr.Knox
And is unanimously resolved to keep the office assistant on full time till December 31st, and then re-evaluate the need for 2016 during the 2016 budget exercise.

Carried

ADJOURNING & CLOSING THE MEETING

265-10-2015 Proposed by Cr. Howard
And unanimously resolved to adjourn the council meeting of October 13th, 2015 at 11:30 PM.

Carried

Mayor Terry Elliott

Director General Mike Guitard