

(Unofficial version)

DATE: August 28th, 2018

The regular meeting of the Clarendon Municipal Council was held on the above night at the Council Hall. Mayor John Armstrong presided. Councillors, Jonathan Dagg, Phillip Elliott, Edward Walsh, Eric Smith and Mavis Hanna were in attendance. The Director-General Mike Guitard and the assistant director general, Patricia Hobbs were also in attendance.

Rick Younge arrived at 7:27 pm.

2. OPENING THE MEETING

Mayor John Armstrong opened the meeting at 7:00 PM

3. QUESTION PERIOD/VISITORS

Darwin Stephens regarding the off contract gravel

4. ADOPTION OF THE AGENDA

195-08-2018 Proposed by Cr. Walsh

Seconded by Cr. Elliott

And is unanimously resolved to adopt the agenda with the addition of 8.6) lower garage, 8.7) MRC Engineer, 8.8) FQM convention, 15.6.2) Numbring of fire hydrants, 16.2) Accident

Carried

5. ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF AUGUST 14th, 2018

196-08-2018 Proposed by Cr. Elliott

Seconded by Cr. Hanna

And is unanimously resolved to adopt the minutes of the August 14th, 2018 regular meeting.

Carried

6. MAYOR'S REPORT

Mayor John Armstrong deposited a verbal report of his last meetings at the MRC

7. BUSINESS ARISING FROM MAYOR'S REPORT

None for this meeting

8. CORRESPONDENCE AND INFORMATION

The following items were tabled and discussed:

8.1 Request from École Secondaire Sieur-De-Coulonge

Tabled and discussed

8.2 Golf tournament for the Coulonge Chutes

Tabled and discussed

8.3 Agricultural Plastic Waste

The Director General will attempt to set up a meeting on Friday, August 31 with Nicolas Greugny concerning the project of Agricultural Plastic Waste

8.4 Winter sand Tender

197-08-2018 Proposed by Cr. Smith

Seconded by Cr. Younge

Whereas the quality of the sand of the winner of the last tender does not meet the quality requested;

Therefore it is unanimously resolved to to go to tender for 9000 mt of winter sand

Carried

8.5 Green Waste
Tabled and Discussed

8.6 Lower Garage Repairs
Tabled and Discussed

8.7 MRC Engineer
Tabled and Discussed

8.8 FQM Convention
Tabled and Discussed

PREVIOUS BUSINESS FOLLOW UP

Campbell's Bay Cement
Tabled and discussed

Water line Request
Differed to next meeting

9. ADOPTION OF CONTRACTUAL MANAGEMENT BY-LAW 2018-266

**198-08-2018 Proposed by Cr. Dagg
Seconded by Cr. Walsh**

WHEREAS a Contract Management By-law has been adopted by the Municipality on August 28th, 2018, in accordance with article 938.1.2 of the *Municipal Code of Quebec* (hereinafter called "*M.C.*");

WHEREAS article 938.1.2 *M.C.* was replaced, on January 1st, 2018, obliging municipalities, as of the latter date, to adopt a regulation on contract management, the current by-law of the Municipality being however deemed to be such a regulation;

WHEREAS the Municipality wishes, as permitted by paragraph 4 of article 938.1.2 *M.C.*, to provide contract award rules that include an expenditure of at least \$ 25,000, but below the expenditure threshold for a contract that may be awarded only after a public call for tenders under article 935 *M.C.* ;

WHEREAS therefore, article 936 *M.C.* (call for tenders by invitation) no longer applies to these contracts from the date of entry into force of this By-law;

WHEREAS this By-law meets an objective of transparency and sound management of public funds;

WHEREAS a notice of motion has been given and a draft by-law has been presented at the meeting of the August 14th, 2018 by Cr. Dagg;

WHEREAS the Director General and Secretary-Treasurer states that the purpose of this by-law is to provide for contractual management measures for any contract to be entered into by the Municipality, including certain contracting rules for contracts involving an expense; not less than \$ 25,000, but less than the expenditure threshold according to the contracting rules for the contracts below the threshold for public bidding adopted by the Minister via regulation;

**AND RESOLVED unanimously to adopt Contractual Management Bylaw No. 2018-266
Carried**

10. ADOPTION OF THE AMENDMENT OF ETHICS BY-LAW FOR MUNICIPAL EMPLOYEES 246-2012-M001
CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR THE MUNICIPAL EMPLOYEES OF THE MUNICIPALITY OF CLARENDON

199-08-2018 Proposed by Cr. Dagg
Seconded by Cr. Walsh

Whereas the *Municipal Ethics and Good Conduct Act*, which came into effect on December 2, 2010, obliges local and regional municipalities to adopt a code of ethics and professional conduct for municipal employees;

Whereas the council of any municipality that does not have such a code that meets the requirements of the *Municipal Ethics and Good Conduct Act* must adopt one by by-law no later than December 2, 2012;

Whereas The National Assembly adopted on June 10th the project law 83 which requires the present bylaw to be modified;

Whereas the formalities set out under the *Municipal Ethics and Good Conduct Act* have been respected;

Whereas a notice of motion has been given by Cr Hanna on August 14th, 2018.

And unanimously resolved to adopt the revision of the “Code of Ethics and Professional Conduct of the Employees of the Municipality of Clarendon” by-law 246-2012-M002
Carried

11. ADOPTION OF THE AMENDMENT TO SECONDARY BUILDING BY-LAW AMENDMENT TO ZONING BY-LAW 2017-258 & ADMINISTRATION BY-LAW 2017-257 CONCERNING STANDARDS TO SECONDARY BUILDINGS
(FIRST DRAFT 2018-08-07)

200-08-2018 Proposed by Cr. Younge
Seconded by Cr. Dagg

And unanimously resolved to adopt the first draft of the amendment to the secondary building by-law. No. 2017-258-4.3,2-2

12, 2017-2019 SECOND INSTALMENT PAARRM ROAD GRANT resolution to claim \$60 000

201-08-2018 Proposed by Crs. Elliott
Seconded by Crs. Smith

And unanimously resolved that the Clarendon Municipal Council approves the expenditures for road works carried out on the 7th, 9th, 11th, & 12th Concessions and the Front Road for the amount of \$ 60 685.45 and that \$ 60,000.00 will be submitted for the PAARRM grant to receive from Mr. André Fortin Member of Parliament for Pontiac, and payable by the Department of Transport for work completed to date. The Council also verified that the road works were done according to the Department's criteria.

Carried

FINANCIAL REPORT &/or ACCOUNTS PAYABLE

Municipalité de/of Clarendon

Vendor Aged Summary As at 28/08/2018

Name	Total	
3403092 CANADA INC	30,009.45	Culverts
Bell Mobility	332.50	Joint \$ 98.26
Béton Brunet Ltée	576.02	cement for culvert
Brent Orr	555.33	
CRTPS Inc	3,180.62	Blades
Darwin Stephens Trucking	22,084.87	
EducExpert	513.80	Joint
Jason Hynes Construction Inc.	90,120.86	
Magnalum Co. Ltd.	35.93	
Mickey McGuire Construction Ltd.	23,035.24	
Pitney Works	130.37	
Robinson's Filter Exchange	232.19	
Total outstanding:	<u><u>170,807.18</u></u>	

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 28th day of August 2018.

Mike Guitard Director General

202-08-2018 Proposed by Cr. Younge
Seconded by Cr. Smith
And is unanimously resolved to pay the bills amounting to \$170 807.18
Carried

14. COMMITTEE REPORTS

14.1 PERSONNEL COMMITTEE

New positions

203-08-2018 Proposed by Cr. Walsh
Seconded by Cr. Dagg
And is unanimously resolved to name M. Roger Arbour as the new road superintendent to start on the 10th of September, 2018.
Carried

204-08-2018 Proposed by Cr. Elliott
Seconded by Cr. Walsh
And is unanimously resolved to name Daniel Turner as the new road crew member to start on October 1st, 2018.
Carried

14.2. LUP COMMITTEE

Minor Variance Application – 536 13th Concession - Size of secondary building (DMV-2018-05)

A Minor Variance request was presented for the exceeding size of a proposed secondary building at the above mentioned property; size being restricted by Trailer By-law #2016-261.

Where as, Trailer By-law #2016-261 limits the size of the secondary building to an 8'x8' building;

Where as, owners have met all the other criteria of the Trailer By-law for the installation of their trailer;

Where as, the new storage building would not impede the view of neighbouring lots;

Where as, it is located on a very large lot;

Where as, not visible from the road or the public;

Where as, it is a fairly remote location;

Where as, this minor variance would authorize only one (1) shipping container of 8'x20' to be used as storage building;

205-08-2018 *Proposed by Cr. Younge*

Seconded by Cr. Dagg

to support the Minor Variance Request submitted for the installation of a shipping container 8'x20' on lot 5 640 194 as presented to be used as storage building.

Carried

Minor Variance Application – 5 York – Setback from center of right-of-way (DMV-2018-06)

A Minor Variance request was presented for the non-conforming setback from the center of a right-of-way to the proposed new construction of a main residence and secondary building on lot 5 639 629.

Where as, Zoning By-law #2017-258, Article 4.1.9 request a minimum distance of 18m from the centre of the right-of-way and any new building;

Where as, the property is located on a peninsula and is restricted on both sides for the protection of embankments of lakes with a setback of 15m;

Where as, it has a unique topography and narrow peninsula;

Where as, there would be no other place to build without infringing by-laws;

Where as, the owners request improves the actual setback from the main building to the centre of the right-of-way;

Where as, it would meet all other lateral and waterfront setbacks;

Where as, it would have no impact of neighbouring lots;

Where as, there would be important prejudice to the owner if bylaws were to be respected since any new construction would not be possible;

206-08-2018 **Moved by Cr. Elliott**

Seconded by Cr. Walsh

to support the Minor Variance Request submitted for the construction of a main residence at a distance of 7.62m from the center of the right-of-way and the construction of a secondary building at a distance of 9.15m from the center of the right-of-way as presented.

Carried

14.3. TRANSPORTATION COMMITTEE

Snow plow contracts

207-08-2018 Proposed by Cr. Hanna

Seconded by Cr. Dagg

And is unanimously resolved to get the snow plow contracts signed before October 15th.

Carried

Grader and snow plow blades

Tabled and discussed

Carson Rd

Tabled and discussed

14.4 LIBRARY COMMITTEE

Nothing for this meeting

14.5 FINANCE COMMITTEE

Spending By-law

14.6 FIRE COMMISSION

Fire Service sharing report

Tabled and discussed

Numbering of Fire Hydrants

Tabled and discussed

15. MISCELLANEOUS AND DISCUSSIONS

Insurance claim this one is for the Telebec line on the Radford rd

Tabled and discussed

Vehicular accidents in the Pontiac

Tabled and discussed

16. ADJOURNING & CLOSING THE MEETING

209-08-2018 Proposed by Crs. Younge

And unanimously resolved to adjourn the council meeting of the 28th day of August 2018 at 10.00 pm

Carried

Mayor
John Armstrong

Director General/Secretary Treasurer
Mike Guitard