

(Unofficial version)

DATE: November 23, 2021

The regular meeting of the Clarendon Municipal Council was held on the above night, respecting Covid 19 Pandemic restrictions and requirements. Mayor Edward Walsh, Cr. Elliott, Cr. Younge, Cr. Dagg, Cr. Holmes, Cr. Smith, & Cr. Hanna attended. Director General Patricia Hobbs was also in attendance.

1. OPENING THE MEETING

Mayor, Edward Walsh opened the meeting at 7:00 p.m.

Conflict of Interest Statement:

A conflict of interest occurs when elected officers are placed in a situation of having to choose between their personal interests, or those of their entourage, and the public interest. The conflict of interest sections of the Act respecting municipal elections and referendums are designed to ensure that the decision-making process on a municipal council is not tainted by personal considerations

Public Participation – None

2. ADOPTION OF THE AGENDA

145-11--2021 Proposed by: Cr Smith

Seconded by: Cr. Dagg

And unanimously resolved to adopt the agenda of November 23, 2021 with the addition of the Audit Reports on the Adoption of the Budget and the Adoption of the Three Year Capital Program Report received from the Commission Municipal Quebec at 8.5

3 . ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF October 5, 2021

146-11-2021 Proposed by: Cr. Elliott

Seconded by: Cr Younge

And is resolved to adopt the minutes of the October 5, 2021 regular meeting. Cr. Holmes abstained.

Carried

4. MAYOR'S REPORT – Mayor Edward Walsh gave a brief report of the first meeting of the new council of mayors this past week at the MRC.

5. CORRESPONDENCE AND INFORMATION

5.1 New Committees

Mayor Walsh introduced the Committees for the Municipality which were as follows:

COMMITTEE : FINANCE/FINANCES

Mavis Hanna

Rick Young

CHAIRPERSON/PRESIDENT : Mavis Hanna

COMMITTEE: PERSONNEL

Phillip Elliott

Eric Smith

Rick Younge

CHAIRPERSON/ PRESIDENT : Eric Smith

COMMITTEE: COTTAGE ASSOCIATIONS/ASSOCIATIONS DE PROPRIÉTAIRES DE CHALETS

Jonathan Dagg

Phillip Holmes

Eric Smith

CHAIRPERSON/PRESIDENT : Jonathan Dagg

COMMITTEE: ROADS & MACHINERY/ROUTES ET MACHINES

Phillip Elliott
Rick Young
Phillip Holmes

CHAIRPERSON/ PRESIDENT: Phillip Elliott

COMMITTEE: FIRE & EMERGENCY MEASURES/MESURES D'INCENDIE ET D'URGENCE

Jonathan Dagg
Mavis Hanna
Rick Younge

CHAIRPERSON/PRESIDENT: Jonathan Dagg

COMMITTEE: WASTE MANAGEMENT/RECYCLING (BRUSH SITE)

Eric Smith
Mavis Hanna

CHAIRPERSON/PRESIDENT: Eric Smith

COMMITTEE: RECREATION (ARENA & CULTURE)

Jonathan Dagg
Phillip Elliott

CHAIRPERSON: Jonathan Dagg

COMMITTEE: CHAMBER OF COMMERCE /INDUSTRIAL COMMISSION

Mavis Hanna
Phillip Holmes

CHAIRPERSON: Phillip Holmes

COMMITTEE: LIBRARY & ARCHIVES

Phillip Holmes
Mavis Hanna

CHAIRPERSON: Mavis Hanna

LUP COMMITTEE

Phillip Holmes
Rick Young
Jonathan Dagg (alternate)

Chairperson/President: Rick Younge

Public: Mavis Thompson, (3 members of the public needed)

5.2 Subdivision By law – Tabled

5.3 Christmas Parade – Saturday, November 27th at 3:00 p.m. sponsored by the Lions Club.

147-11-2021

Moved by Cr. Smith

Seconded by Cr. Hanna

And unanimously agreed to donate an amount of \$ 250.00 towards the Christmas parade.

Carried

5.4.1 Pecuniary Interest Forms were received from the following council members

Edward Walsh

Rick Younge

Jonathan Dagg

Phillip Elliott

Phillip Holmes

Eric Smith

Mavis Hanna

In conformity with article 360.2 of the regulation governing elections and referendums.

5.4.2 DGE-1038 Donor List & Return of Expenses Forms in relation to the Municipal Election of 2021 were distributed to every candidate. The completed forms were received from the following:

Edward Walsh

Rick Younge

Jonathan Dagg

Phillip Elliott

Phillip Holmes

Eric Smith

Mavis Hanna

Mayoral Candidate, Gerald Dagg did not deposit a completed form

5.5 Immigration Agricole Meeting – December 9, 9:30 a.m. zoom meeting
Cr. Hanna, Cr. Younge and Cr. Elliott will attend.

6. FINANCIAL REPORT &/OR ACCOUNTS PAYABLE

Accounts Payable in the amount of \$ 49,631.93 were presented

AUTHORITY OF PAYMENT OF THE LIST OF BILLS

Certificate of availability of credits

I, the undersigned, Patricia Hobbs, 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 23 day of November 2021

Patricia Hobbs

Patricia Hobbs – Director General

148-11-2021 Proposed by Cr. Smith

Seconded by Cr. Younge

And is resolved to pay the bills amount of \$ 49,631.93

Carried

7.. COMMITTEE MEETINGS AND REPORTS

7.1 PERSONNEL COMMITTEE

149-11-2021 7.1.1 – Lay off date for Temporary Worker

Moved by: Cr. Elliott

Seconded by: Cr. Dagg

And unanimously agreed to lay off the temporary road worker as of November 12th at 4:00 p.m.

Carried

7.1.2 On Call Hours for Snow Removal Crew

150-11-2021

Moved by: Cr. Elliott

Seconded by: Cr. Holmes

And unanimously agreed to move the Road Crew to on call hours as of 12 midnight November 27, 2021

7.1.3 Personnel Meeting – Monday, November 29, 1:00 p.m.

7.2 LUP COMMITTEE

7.2.1 Subdivision Plan – Lot # 5 639 396 to create lot 6 444 215 & 6 444 216

Whereas Lot 5 639 396 is zoned residential; and

Whereas the proposed subdivision of 5 639 396 is represented by Survey Minute 15013 and Lot 6 444 215 is not compliant with Chapter 7 (Bylaw 2017-258 Zoning Bylaw) which requires 50 meters frontage.

Whereas the proposed frontage is limited to the width of the access road being 20.12 meters wide; and approval of the subdivision requires a minor variance application in accordance with Bylaw 2017-260, to approve the 20.12 meter frontage versus the required 50 meters;

Whereas Lot 6 444 215 will be sold to "Nature Conservancy of Canada", for conservation purposes and without further development.

151-11-2021

It is therefore

Moved by: Cr, Smith

Seconded by: Cr. Younge

And agreed to accept the recommendation of the LUP committee to approve the subdivision subject to the minor variance request being submitted and accepted to approve the frontage of 20.12 meters, in accordance with Bylaw 2017-260

Cr, Elliott opposed

Carried

7.2.2 Subdivision Plan – Lot # 6 266 027

Whereas Matricule 0554-90-7251 is zoned RE 25 residential;

Whereas Matricule 0554-90-7251 contains two parcels, 6 266 027 and 6 266 028;

Whereas Matricule 0554-90-7251 is to be subdivided in its entirety in accordance with masterplan Survey minute 7377;

Whereas the subdivision of Parcel id 6 277 027 is phase one and will create 10 new lots (6 477 504 to 6 477 513), each having access from 8th Concession and a residual lot 6 477 514;

Whereas the subdivision of Parcel id 6 277 027 is represented in Survey minute 7394;

Whereas the subdivision complies with Bylaw 2017-259, except for Article 3.1.1 of the Subdivision Bylaw 2017-259; and

Whereas the requirements of Article 3.1.1 of the Subdivision bylaw will be included in the conditions to approve any portion of the master plan, phases B to E.

It is therefore

152-11-2021

Moved by: Cr.Smith

Seconded by: Cr. Holmes

And unanimously agreed to accept the recommendation of the LUP committee to approve the subdivision of Parcel i.d. 6 277 027 in accordance with minute 7394,

7.2.3 Subdivision Plan – subdivision of Parcel id 6 275 863 to create Parcels 1 and 2

Whereas, Parcel 6 275 863 is a road, Chemin Elliott that finishes adjacent to C30 Chemin Elliott;

Whereas Parcel 6 275 863 is zoned AG16, Type 1 Destructured, which is designated for residential use;

Whereas Parcel 6 275 863 was derived from the subdivision of Parcel 5 640 679 being a private road with no through fare;

Whereas Parcel 6 275 863 will be subdivided to create Parcels 1 and 2, in accordance with survey minute 32463 with Parcel 1 being a dead end with no through fare and Parcel 2 being the residual portion which will remain the private road, Chemin Elliott;

Whereas The newly formed lot, Parcel 1, is not compliant with Chapter 7 (Bylaw 2017-258 Zoning Bylaw) which requires 50 meters frontage. The proposed frontage is limited to the width of the access road being 12.26 meters wide;

Whereas Subject to approval of this subdivision and the approval of CPTAQ, Parcel 1 will be consolidated with Parcels 5 639 638, 5 639 635 and 5 639 639 to form a new Parcel;

Whereas This subdivision does not create or extend any new roads within the destructured zone; and

Whereas This subdivision is consistent with the approval of the previous subdivision of Parcel 5 640 679 which created 6 275 862 and 6 275 863;

Whereas Approval of the subdivision requires a minor variance application to approve the frontage of 12.26 meters, as compared to the required 50 meters, prior to making a CPTAQ application.

153-11-2021

It is therefore

Moved by: Cr Hanna

Seconded by: Cr,. Younge

And unanimously agreed to accept the recommendation of the LUP committee to approve the subdivision of Parcel 6 275 863 in accordance with survey minute 32463 subject to approval by the CPTAQ for the newly formed parcel to be consolidated with parcels 5 639 638, 5 639 639 and 5 639 635 and also subject to a minor variance request being submitted and approved in accordance with Bylaw 2017-260 to accept a frontage of 12.26 meters.

Carried

7.3 TRANSPORTATION COMMITTEE

7.3.1 – Request from Belanger Agro Consultant for Chemin Brulé – Tabled & Discussed

7.3.2 – Snow plow Contracts

Three tenders were accepted for snowplowing in different areas of the Municipality of Clarendon

Mickey McGuire Const Ltd \$ 9,555.46

Kelly Bros \$3,138.82

Kevin Murphy \$6,323.63

154-11-2021

Moved by: Cr. Holmes

Seconded by: Cr.Dagg

And unanimously agreed to accept the tenders received for snowplowing in 2021/22

Carried

7.3.3 – Gravel Discussion

7.4 LIBRARY COMMITTEE

7.5 FINANCE COMMITTEE

7.5.1 – New Laptop for the Mayor

155-11-2021

Moved by: Cr. Hanna

Seconded by: Cr. Younge

And unanimously agreed to purchase a new laptop for the Mayor to carry out his duties.

Carried

7.5.2 – Budget Discussion – Remuneration for Elected Officials – Tabled & Discussed

7.6 FIRE COMMITTEE

Whereas, the fire chief, Lee Laframboise has recommended two new fire fighters to join the Shawville/Clarendon Fire Dept

156-11-2021

Moved by: Cr. Younge

Seconded by: Cr. Hanna

And unanimously agreed to accept two new fire fighters to the Shawville/Clarendon Fire Dept; namely Cole Smiley & Ryan Fletcher

7.7 WASTE MANAGEMENT

7.7.1 – Recycling & Hazardous Waste – Tabled & Discussed

7.7.2 – Appearance of Transfer Station – Tabled & Discussed

7.7.3 – Brush Site Season Closure – December 4th (Temporary Opening - January 8th for Christmas Tree Removal

8. MISCELLANEOUS AND DISCUSSION

8.1 – Meeting Dates for 2022

ADOPTION OF THE CALENDAR OF REGULAR MEETINGS FOR 2022

WHEREAS section 148 of the Quebec Municipal Code [or 319 of the Cities and Towns Act] provides that Council shall establish, before the beginning of each calendar year, the calendar of its regular meetings for the ensuing year, fixing the day and hour of the commencement of each meeting;

THEREFORE, it is

157 -11-2021 Moved by: Cr, Hanna

Seconded by: Cr. Dagg

and unanimously resolved

THAT the following schedule of regular council meetings for 2022 be adopted, to be held on Tuesdays, commencing at 7:00 p.m.

And that public notice of this calendar be published in accordance with the law governing the municipality.

January 11, 25

February 8, 22

March 8, 22

April 12, 26

May 10, 24

June 14, 28

July 12

August 9,

September 13, 27

October 11, 25

November 8, 22

December 7, 13 Budget meeting Dec
13th

Carried

8.2 – Meeting Date for Three Year Capital Expenditure Plan

157B-11-2021 Moved by Cr. Hanna

Seconded by: Cr. Smith

And unanimously agreed to hold the public meeting for the three year Capital Expenditure Plan on Monday, December 13th at 6:30 p.m. This meeting will deal exclusively with the Three Year Plan. A public notice will be posted in the Equity.

Carried

8.3 Resolution to appoint a council member to replace the Mayor at MRC if the need arises.

158-11-2021 Moved by: Cr. Smith

Seconded by: Cr. Dagg

And unanimously agreed that in the absence of the mayor, Phillip Elliott may represent the municipality at any sitting of the TNO Council or the Regional Council of Mayors of the Pontiac MRC(Cr, Phillip Elliott has also been appointed as pro-mayor)

Carried

8.4 Decorating for Clarendon Town Hall

160-11-2021 Moved by: Cr. Holmes

Seconded by: Cr Smith

And unanimously agreed to accept the quote from Eline Ingalls for decorating the municipal hall at Clarendon

8.5 Compliance Audits – Audit Reports on the Adoption of the Budget and the Adoption of the Three Year Capital Expenditure Program

Whereas two reports were received from the Commission Municipale du Québec; namely *a report on an audit of Conformity regarding the adoption of the Budget and a report on*

an audit of Conformity regarding the adoption of the three year capital expenditure program

Whereas these two reports highlight area of non conformity for the Municipality of Clarendon in both reports as being the lack of a public council meeting dealing exclusively with these topics

It is

159-11-2021 Moved by: Cr. Elliott

Seconded by: Cr, Dagg

And unanimously agreed to acknowledge receipt of these two reports and take measures to bring these two processes into conformity in the future.

Carried

9. ADJOURNMENT

161-11--2021 Motion by: Cr Dagg to adjourn the meeting of November 23, 2021 at 10:40 p.m.

Mayor Edward Walsh

Director General – Patricia Hobbs

