

(Unofficial version)

DATE: August 9, 2022

The regular meeting of the Clarendon Municipal Council was held on the above night, respecting Covid 19 Pandemic restrictions and requirements in place. Present were: Mayor Edward Walsh, Cr. Younge, Cr. Elliott, Cr. Holmes, Cr. Smith & Cr. Hanna.. Also attending the meeting was Clerk Treasurer Patricia Hobbs. Cr Dagg motivated his absence.

**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** – Engineer Kim Lesage from the MRC gave a presentation on the PAVL Grant

**2. ADOPTION OF THE AGENDA**

**095-08-2022** Proposed by Cr. Elliott

Seconded by: Cr. Hanna

And unanimously resolved to adopt the agenda of August 9, 2022 with the addition of PAVL Grant at 7.3.4

**3. ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF July 12, 2022**

**096-08-2022** Proposed by: Cr. Smith

Seconded by: Cr. Young

*And is* resolved to adopt the minutes of the July 12, 2022 regular meeting.

**Carried**

**4. MAYOR'S REPORT** - The Mayor discussed the following items

- The Francon Pit will be available to the Municipality of Clarendon for Pit Run
- The pavement on the Stoney Batter Road will need to be removed – Discussion
- A report was given regarding the work done on Calumet Road

**5. CORRESPONDENCE AND INFORMATION**

Notice from Ralph Lang – Availability of salt for the 2022 season

**6. FINANCIAL REPORT &/OR ACCOUNTS PAYABLE**

Accounts Payable in the amount of \$ 240,848.16 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 09 day of August 2022

\_\_\_\_\_  
*Patricia Hobbs*  
**Patricia Hobbs – Clerk Treasurer**

**097-08-2022** Proposed by Cr. Smith

Seconded by Cr Younge

And is resolved to pay the bills amount of \$ 240,848.16

**Carried**

## **7. COMMITTEE MEETINGS AND REPORTS**

### **7.1 PERSONNEL COMMITTEE**

#### **7.1.1 Labourer**

- Discussion regarding the possibility of hiring a labourer for Road Work

#### **7.1.2 Payroll**

**098-08-2022 Moved by: Cr. Elliott**

**Seconded by: Cr. Smith**

And unanimously agreed to increase the most junior employee's wages to the rate of the remainder of the workers effective August 1, since he has fulfilled his probation period.

Carried

**098A-08-2022 Moved by: Cr. Elliott**

**Seconded by: Cr. Smith**

And unanimously agreed to officially name Peter Draper as Foreman as he has been acting foreman for several months.

Carried

### **7.2 LUP COMMITTEE**

#### **7.2.1 – Trailer Bylaw - Discussion**

### **7.3 TRANSPORTATION COMMITTEE**

#### **7.3.1 – Tecq Project for Remaining Balance of Tecq Grant**

Discussion Only

#### **7.3.2 – Leasing Agreement for New Truck**

### **LEASE PROPOSAL DATED JULY 28TH, 2022 BY REXCAP MUNICIPAL & MANUFACTURER CREDIT INC (« REXCAP»).**

**WHEREAS** the Municipality of Clarendon , Qc ( herein referred to as « the MUNICIPALITY ») authorized the acquisition of a new snow truck to replace the aging one presently in use ;

**WHEREAS** the MUNICIPALITY requested tenders from suppliers on the SEAO and that the only tender received was the one from INTER OUTAOUAIS INC which was deemed to be totally acceptable and awarded to it for a price of \$ 334 032.00 \$ plus all taxes as authorized in our resolution # **089-07-2022**

**WHEREAS**, by virtue of the above resolution, it was recommended that the acquisition of this snow truck be financed by way of a lease program for a minimum of five years and as required by law, our intention to enter into a lease agreement was denounced in the SEAO publication leading to a **REQUEST FOR LEASE FINANCING** in the market;

**WHEREAS**, the only lease program received was from **REXCAP MUNICIPAL AND MANUFACTURER CREDIT INC ( «REXCAP »)** dated July 28th 2022 ( copy attached ) such proposal offering four scenarios of 5 years , 7 years and 10 years full- payout and a 1.00 \$ purchase option as well a 5 year term with a 50 % residual renewable for an additionnal 5 years at various interest rates ranging from 5, 79 % to 5, 89 % indexable to the cost of funds of the contractual LESSOR to be the **ROYAL BANK OF CANADA LEASING;**

**WHEREAS**, the exact time of delivery of the truck cannot be determined at this stage and that interest rates are constantly changing fixable only at time of delivery, it is suggested that the choice of the final term of the lease be deferred until next year or at least 90 days prior to the scheduled delivery ;

**Therefore it is**

**099-08-2022** Moved by : Cr. Younge

Seconded by : Cr.Holmes

And unanimously resolved that the financing be officially awarded to **REXCAP / ROYAL BANK OF CANADA**, the latter acting as contractual Lessor on the basis of a fixed rate to be determined 10 days before the delivery of the UNIT including the payment of a 500 \$ Admin. Fees payable to the Royal Bank at time of funding;

AND

Unanimously resolved that the following Municipal officers be designated to act on behalf of the MUNICIPALITY for the execution of all the required leasing documentation to give effect to this transaction...

**Mayor : Ed Walsh**

**Clerk Treasurer : Patricia Hobbs**

Carried

### **7.3.3 PAVL Grant**

**Whereas**, a grant is available for certain roads within Clarendon through the PAVL

It is therefore

**100-08-2022** Moved by: Cr. Holmes

Seconded by: Cr. Elliott

And unanimously agreed to have the engineer from the MRC, Kim Lesage prepare plans for all paving options for the Front Road from the 303S to the Sand Bay Road.

Carried

## **7.4 LIBRARY COMMITTEE**

### **7.4.1 – Floor Waxing in Library & Archives - discussion**

## **7.5 FINANCE COMMITTEE**

### **7.5.1 – Deposit of Financial Statements for 2021**

The Clerk Treasurer acknowledges receipt from the auditors of the Financial Statements for the year 2021. The statements were deposited with the Clerk Treasurer and highlights were presented to council.

## **7.6 FIRE COMMITTEE**

### **7.6.1 – Recommendation to Accept 2 new Fire Fighters for the Shawville/Clarendon Fire Dept**

**Whereas**, Fire Chief Lee Laframboise has recommended the hiring of two new fire fighters

**Whereas**, the hiring of these individuals will bring the total number of fire fighters to 26 ( 21 fully qualified, 3 presently obtaining FF1, and 2 to begin training in 2023)

**101-08-2022** It is therefore

Moved by: Cr. Hanna

Seconded by: Cr Younge

And unanimously agreed to accept the recommendation of the Fire chief and hire Tadd McCallum and Jake Larocque as new fire fighters on the Shawville/Clarendon Fire Dept.

Carried

### **7.6.2 Amended Fire Agreement with the Municipality of Bristol**

**Whereas** the present Fire Agreement between the Shawville/Clarendon Fire Dept and the Municipality of Bristol required amendments

**Whereas** the amended fire agreement will include a minimum four hour call out fee for manpower charged to the requesting municipality (Section 6) as well as the following addition to Section 7...*“When the requesting municipality requires a rescue boat, the responding municipality will provide a minimum of 3 qualified operators”*

**102-08-2022**

It is therefore

Moved by: Cr Younge

Seconded by: Cr. Hanna

And unanimously agreed to accept the amended agreement between the Municipality of Clarendon and the Municipality of Bristol for Fire Services and it is further agreed to designate the Mayor and the Clerk Treasurer to sign the official documents.

Carried

**7.7 WASTE MANAGEMENT**

**7.8 COTTAGE ASSOCIATION COMMITTEE**

**7.9 CHAMBER OF COMMERCE COMMITTEE**

**8. MISCELLANEOUS AND DISCUSSION**

Cr. Holmes suggested the idea of a Clarendon Vision for the future of the Municipality. Discussion took place.

**9. Adjournment**

**103--08-2022**

Motion by: Cr Holmes to adjourn the meeting of August 9, 2022 at 9:55 p.m.

---

  
Annex.pdf

 Mayor Edward Walsh  
Annex.pdf

---

Clerk Treasurer – Patricia Hobbs



**REXCAP MUNICIPAL & MANUFACTURER CREDIT**  
 2630, Prospect street , suite 322  
 Sherbrooke (QC), Canada J1J 4G2  
 Tel: 819 780 1694, Fax: 819 348 1056  
 Cell : 819 446 1611 « [ggrenier@rexcap.ca](mailto:ggrenier@rexcap.ca) »

( 13 pages in total )

**SNOW TRUCK LEASE PROPOSAL – 334 032.00 \$ plus taxes**

DATE OF PROPOSAL : July 28<sup>th</sup>, 2022                      EXPIRATION DATE : august 31<sup>st</sup> , 2022

**NAME OF LESSEE** : Municipality of Clarendon  
 C – 427 , route 148  
 Clarendon , Qc J0X 2 Y0  
  
[dg@clarendonqc.ca](mailto:dg@clarendonqc.ca) 819 647 3862- fax 3822  
 Contact : Ms Patricia Hobbs, Managing director

**NAME OF SUPPLIER** : Inter Outaouais, inc  
 164 , Jean Proulx , Gatineau , Qc J8Z 1V3  
 819 595 6767 . ATT. Denis Laplante

**DESCRIPTION OF EQUIPMENT** : International 2023 , as per description attached

**COST OF EQUIPMENT** : 334 032. 00 \$ CAD, plus all taxes subject to final price adjustments if applicable as specified in tender.

**TYPE OF TRANSACTION** : Capital lease with purchase options

**TERMS OF THE LEASE** : Four scenarios are being offered i.e. :  
 A. 60 months with a 1.00 \$ purchase option ,  
 B. 60 months with a 50 % purchase option 166 016 \$ renewable for 5 years ,  
 C. 84 months with a 1.00 \$ purchase option ,  
 D. 120 months with a 1.00 \$ purchase option .

**RENTAL RATE** : At the moment the indicative interest rates would be as follows:  
 A) 60 months ; 5, 79 %  
 B) 60 months , 5, 79 %  
 C) 84 months : 5, 79 %  
 D) 120 months: 5, 89 %

The interest rates are normally fixed only 10 days prior to funding and payment to the supplier. The interest rates are tied to the cost of funds of the Lessor ( in this case , the Royal bank of Canada Leasing division ) for the given term chosen by Clarendon .

The rates will be fixed and confirmed by the Bank using the same As indicated above using the same formulae as used today for determining the rates shown above and according to market conditions.

\_\_\_\_\_ *initiales* 1

1/2

**INDICATIVE LEASE  
RENTALS**

: The rental amounts if the transaction occurred today based on 334 032 \$ are shown in the attached amortization schedules :

- A. 60 x \$ 6 394 , 34 , plus taxes
- B. 60 x \$ 3 999 , 16 , plus taxes
- C. 84 x \$ 4 822 , 89 , plus taxes
- D. 120 x \$ 3 655 , 67 , plus taxes.

**OTHER CONDITIONS**

- 1. Insurance : The Lessee will be required to provide adequate All Risks Insurance including Public Liability for at least **2 000 000 \$** naming the Lessor as Additional Insured or co-insured and beneficiary under Physical Damage.
- 2. A closing fee of **\$ 500.** plus taxes are payable to the Lessor at time of signing of the lease to cover Registration Fees under the Quebec RDPRM REGISTRY and to cover admin. Cost.
- 3. This transaction is subject to the obtaining of all the proper resolutions from the City Council authorizing the signing parties to sign on behalf of the Municipality of Clarendon
- 4. Renewing option for the 50 % purchase option .  
Should Clarendon want to renew the option at the end of 60 months:  
It will have three options :
  - a. Purchase outright the unit plus taxes for 167 016 \$ plus taxes ,
  - b. Trade in the unit for a price at least equal to 167 016 \$ plus taxes,
  - c. Renew the lease for 3, 4 or 5 years with a 1.00 \$ purchase option at the end of this additional term subject to credit approval of the Lessor.

**CREDIT AUTHORIZATION :**

**This proposal is subject to the final credit authorization of the Credit Department of Rexcap Municipal & Manufacturer Credit and of the ROYAL BANK PUBLIC SECTOR DEPARTMENT BUT IN GENERAL ALL MUNICIPAL CREDITS ARE PRE- APPROVED. Rexcap Municipal Credit places its risks with various financial institutions acting as a placement agent for such institutions. In this instance, Royal Bank Leasing DIVISION , has been selected as the CONTRACTUAL LESSOR FOR THIS LEASE FINANCE FACILITY.**

Thank you for your interest in our proposal. We are available to discuss further with you any modifications needed to make the structure of the financing fit with your financial requirements.

Yours very truly,

*Gaëtan Grenier*

Gaëtan Grenier, Président

encl/ four amortization schedules – 60 mos , 60 mos- 50 % option, 84 mos and 120 months

*initials* 2/2