

(Unofficial version)

DATE: November 8, 2022

The regular meeting of the Clarendon Municipal Council was held on the above night, at the council hall located at C427 route 148 in Clarendon. Present were: Mayor Edward Walsh, Cr. Younge, Cr. Dagg, Cr. Elliott, Cr. Holmes, & Cr. Hanna. Also attending the meeting was Clerk Treasurer Patricia Hobbs. Cr. Smith 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:

Road Foreman Report – Road Foreman, Peter Draper gave an update as to the work completed and planned work for the road workers.

2. ADOPTION OF THE AGENDA

158-11-2022 Proposed by Cr. Hanna

Seconded by: Cr. Elliott

And unanimously resolved to adopt the agenda of November 8, 2022

3. ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF October 25, 2022

159-11-2022 Proposed by: Cr. Younge

Seconded by: Cr. Dagg

And is resolved to adopt the minutes of the November 8, 2022 regular meeting.

Carried

4. MAYOR'S REPORT

- The Director General, Bernard Roy, has left his position at the MRC.
- Negotiations with the MRC staff was discussed
- 2023 MRC budget discussions are now taking place
- The tour to the waste management site in Durham was attended by the Mayor and Cr. Dagg. More information will be given at a later date.

5. CORRESPONDENCE AND INFORMATION

6. FINANCIAL REPORT &/OR ACCOUNTS PAYABLE

Accounts Payable in the amount of \$ 171,096.16 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 8 day of November 2022

Patricia Hobbs
Patricia Hobbs – Clerk Treasurer

160-11-2022 Proposed by Cr. Elliott

Seconded by: Cr. Younge

And is resolved to pay the bills amount of \$ 171,096.16

Carried

7. COMMITTEE MEETINGS AND REPORTS

7.1 PERSONNEL COMMITTEE

7.1.1 Applications for Road Worker Position

- Applications received will be reviewed by the Personnel Committee

7.2 LUP COMMITTEE

7.2.1 Request for Alienation of Type 1 Destructured land from an existing farm

A request was received to approve the subdividing of Lot 5 639 109 to separate the house from the farm and create two lots

Whereas, Minute 16751 meets all the requirements stipulated in Bylaw 2017-259 (Subdivision Bylaw) to subdivide lot 5 639 109 to create lots 6 537 066 and 6 537 067.

Whereas, that portion of 5 639 109 which forms the newly created lot 6 537 066 and 6 537 067 is Type 1 Destructured and in accordance with Article 59, does not require a CPTAQ approval

Whereas, the residual property has been assigned Parcel # 6 537 067

Whereas, the south boundary cuts through an old shed and there are provisions for its removal when the property is sold to a third party.

Whereas, this request was presented to the Land Use Planning Committee on October 17, 2022 and the committee recommended approval of this subdivision

161-11-2022 It is therefore

Moved by: Cr. Holmes

Seconded by: Cr. Hanna

And unanimously agreed to approve this subdivision as described in the plan prepared by Surveyor Fortin Lebel Minute 16751

Carried

7.2.2 Request for Alienation of Type 1 Destructured land from an existing farm

A request was received to approve the subdividing of Lot 5 639 780 to create Parcels 6 508 671, 6 535 088 and residual parcel 6 508 672 except for the frontage of Parcel 6 535 088 which has a frontage of 9.94 meters as a private laneway adjacent to Chemin York. The frontage of parcel 6 535 088 will require a minor variance approval.

Whereas, the newly created parcels 6 508 671 and 6 535 088 are Type 1 Destructured and in accordance with Article 59 do not require CPTAQ approval.

Whereas, the residual, which is zoned Agri-Forestry, has been assigned Parcel 6 508 672

Whereas, this request was brought to the Land Use Planning Committee on September 12, 2022 and the committee recommended approval of this subdivision subject to a minor variance application which was published on October 12, 2022.

162-11-2022 It is therefore

Moved by: Cr. Elliott

Seconded by: Cr. Holmes

And unanimously agreed to approve this subdivision including the minor variance as described in the plan prepared by Surveyor Fortin Lebel Minute 16187.

Carried

7.2.3 Infraction File – Unauthorized construction of a structure on Parcel 6 541 193

The designated officer presented an infraction file on the above-mentioned property where logging permits and construction permits were required for work completed and none was obtained.

163-11-2022 It is therefore

Moved by: Cr. Elliott

Seconded by Cr. Hanna

And unanimously resolved to instruct the Designated Officer to issue a Stop Work Order providing a response date and requiring the landowner to provide an action plan to bring the activities into compliance within a reasonable time.
Carried

7.3 TRANSPORTATION COMMITTEE

7.3.1 – Layoff of Seasonal Worker

164-11-2022 Moved by: Cr .Elliott
Seconded by Cr. Younge
And unanimously agreed to designate the lay off date for the seasonal employee to be November 18, 2022
Carried

7.3.2 On Call Hours

165-11-2022 Moved by: Cr. Elliott
Seconded by: Cr. Younge
And unanimously agreed to start on call hours for the Road Workers on Saturday, December 3rd at midnight, however council gives the Mayor & Director General the authority to begin on call hours earlier if needed.
Carried

7.3.3 Cell Phone for Road Workers - Discussion

7.4 LIBRARY COMMITTEE

7.4.1 Library Budget for 2023

The following 2023 Budget amounts were presented by the Library Committee following a joint meeting with the Library Committee from The Municipality of Shawville.

Cultural - Library

C.R.S.B.P.O.	5,557
Remuneration and benefits	21,375
Telephone	300
Books and periodicals	3,000
Program animation	1,000
Parts and accessories	500
Equipment maintenance	250
Stationery	1,100
Insurance	2,100
Building maintenance & Flooring	2,250
Cleaning contract	2,000
Cleaning supplies	100
Electricity	3,600
Snow plowing/grass cutting	1,000
Publicity	50
Lost book account	200
Elevator fee	50
New equipment	250
Christmas décor	225

44,907

166-11-2022 Moved by Cr. Hanna
Seconded by Cr. Holmes
And unanimously agreed to accept the recommendations from the Joint Library Committee for the 2023 Budget
Carried

7.5 FINANCE COMMITTEE

7.5.1 Three Year Capital Expenditure Plan – Discussion

7.5.2 Archive Requirements – Discussion

7.5.3. Tabling of Two Comparative Financial Statements

The Clerk Treasurer presented two comparative Financial Statements to Council. The first comparative statement of 2022 Budget and Actual Expenditures up to September 30, 2022
The Second comparative statement of 2022 Budget and Actual Expenditures up to September 30, 2022 with year end projections

7.5.4 Road Grant Resolution

WHEREAS the Department of Transportation has provided compensation in the amount of \$ 1 137 864 for the maintenance of the local road network for the calendar year 2022 under File # XFT97463/Supply # : 67965 Local Road Maintenance Component (PAVL)

WHEREAS the compensation distributed to the Municipality is for the routine and preventive maintenance of local roads 1 and 2 as well as the bridge components, located on these roads, for which the Municipality is responsible

WHEREAS the compensation in full has been used for the routine and preventative maintenance of local roads 1 and 2 as well as bridge components for which the Municipality is responsible.

WHEREAS, an external auditor will submit a completed Schedule B or Special External Audit Report within the time frame specified for filing the Accountability Report.

167-11--2022 THEREFORE, on a motion by Cr. Elliott and Crs. Holmes, it was unanimously resolved and carried that the Municipality of Clarendon informs the Ministry of Transportation of the use of the compensation for the routine and preventive maintenance of local roads 1 and 2 as well as the bridge components, located on these roads, for which the Municipality is responsible, in accordance with the objectives of the Local Road Maintenance Assistance Program.

Adopted

7.6 FIRE COMMITTEE

7.6.1 – Fire Budget 2023

The wish list from the Fire Chief was presented and on recommendation from the Fire Commission the following items were approved to be part of the Fire Budget to be shared equally with the Municipality of Shawville.

168-11-2022 Moved by Cr. Dagg

Seconded by Cr. Hanna

And unanimously agreed to approve the following items for the 2023 Fire Budget
Carried

BUDGET ITEMS (WISH LIST)

15 Green lights \$ 1500.00
5 bunker suits \$10,125.00
1 boots \$ 439.00
1 deacon kit with .75 hose \$ 500.00
1 helmet \$ 375.00
6 scba tanks \$10,836.00
4 scba masks \$ 1804.00
6 1.75 hoses \$ 1116.00
2 1.75 kraken hoses \$ 546.00
2 pair of gloves \$ 310.00
2 chest flash lights \$ 180.00
1 dozen safety glasses \$ 120.00
5 pair ear muffs \$ 225.00
1 hose washer \$ 427.00
1(5 point harness with tie off) \$ 500.00
3 x 10 lbs ABC fire extinguishers \$ 330.00
2 x 20 lbs ABC fire extinguishers \$ 300.00
2 x Carbide chains \$ 600.00
4 chains for regular saws \$ 140.00
100 x Hydrant markers \$ 400.00
7 x Coats for new fireman \$ 1500.00
Uniforms \$ 500.00
Defibrillator batteries (2) \$ 450.00
Small engine fuel \$ 300.00
Sani gear (washing and inspecting bunker suits) \$ 6000.00
TOTAL = \$ 39,523.00
Budget \$ 20,000 per Municipality (Fire Supplies)

169-11-2022 Moved by : Cr. Hanna

Seconded by : Cr. Dagg

And unanimously agreed to accept the increase in wages as stated below for the Fire Fighters of the Shawville Clarendon Fire Dept for the year 2023

Carried

Wages

WAGES	2021	2022	2023
Practices/Courses & Training, House Inspections	16.00	16.50	18.50
Basic Firefighter	16.00	16.50	18.50
Firefighter with FF1	18.00	18.50	20.50
Officers	19.00	19.50	21.50
Secretary	600.00	650.00	715.00
Deputy Chiefs	1250.00	1350.00	1485.00
Fire Chief			5% increase
			2.5 per municipality

7.6.2 Delegation of Signatory for Next Generation 911 Contract

Whereas, the contract with Bell for Next Generation 911 Services must be signed

170-11-2022 It is therefore

Moved by: Cr. Younge

Seconded by: Cr. Holmes

And unanimously agreed to authorize the Clerk Treasurer, Patricia Hobbs to sign the agreement with Next Generation 911 Services

Carried

7.7 WASTE MANAGEMENT

7.8 COTTAGE ASSOCIATION COMMITTEE

7.9 CHAMBER OF COMMERCE COMMITTEE

8. MISCELLANEOUS AND DISCUSSION

8.1 – Zoning Discussion

8.2 – Law 96 – Letter Received – Discussion Only

10. Adjournment

171-11-2022 Motion by: Cr Holmes to adjourn the meeting of November 8, 2022 at 9:20 p.m.

Mayor Edward Walsh

Clerk Treasurer – Patricia Hobbs

