

**JUNE 10, 2024**

**MINUTES** of a regular sitting of the council of the Municipality of Grosse Ile hereby declared in session by the Deputy Mayor, Mrs. Nancy Clark, this 10<sup>th</sup> day of June 2024 at 6:30 p.m. in the municipal conference room situated at 1-006, chemin Jerry, Grosse Ile, Quebec, at which time there is quorum.

The following persons are present:

Deputy Mayor:	Nancy Clark
Councillors:	Miranda Matthews Kathy Burke Kathina Keating Marlene Boudreau
Assistant Clerk-Treasurer:	Jessica Goodwin
Administrative assistant:	Marianne Paradis
Director general:	Carole Lemieux ( <i>via Zoom</i> )
Absent with regrets	Diana-Joy Davies
Mayor:	
Councillor:	Johanne Clark

**OPENING OF THE SITTING AND  
WELCOME WORD BY THE CHAIR**

**N2024-090**

The Deputy Mayor, Nancy Clark, opens the sitting and welcomes the people in attendance.

**ADOPTION OF THE AGENDA**

**R2024-091**

It is proposed by Miranda Matthews  
Seconded by Katrina Keating  
And unanimously approved by the Councillors present

**THAT** the following agenda be hereby adopted as presented:

1. Opening of the sitting
  - 1.1 Welcome word by the chair
  - 1.2 Adoption of the agenda
  - 1.3 Adoption of the May 13<sup>th</sup> minutes
  - 1.4 Correspondence
    - 1.4.1 Ministère des Transports – Investment 2024-2026
2. Administrative acts of council
  - 2.1 Administrative updates
    - 2.1.1 Bills paid – May 2024
    - 2.1.2 Offer of services – Construction supervision - FQM
    - 2.1.3 Analysis of Wide Road proposals - Larebel
    - 2.1.4 Maritime Community Regional Files
    - 2.1.5 Director General's update

- 2.1.5.1 2024 Summer – Projects – Follow-Up
- 2.1.5.2 Maritime Community -  
Administratives
- 3. Human resources
  - 3.1 Hiring – Janitor/Maintenance
  - 3.2 Hiring – Accounting Assistant
  - 3.3 Hiring – Labourer
  - 3.4 Hiring – Maintenance Agent
- 4. Legislative acts of council
  - 4.1 Resolution - Desjardins point of service closed
  - 4.2 Schéma de couverture de risque
- 5. Varia
  - 5.1 Resolution – Appointment of a replacement to  
the Maritime Community Council
- 6. Question period
- 7. Close

### **ADOPTION OF MAY 13<sup>TH</sup> MINUTES**

The members of the council received a copy of, and declare having read, the minutes of the regular sittings of council held on May 13<sup>th</sup>, 2024.

With modifications

R2024-092

It is proposed by Marlene Boudreau

Seconded by Kathy Burke

And unanimously approved by the Councillors present

**TO** adopt the minutes of the regular sitting of council held on May 13<sup>th</sup>, 2024.

### **CORRESPONDENCE**

#### **MINISTÈRE DES TRANSPORTS – INVESTMENT 2024-2026**

N2024-093

The Ministère des Transports’s planned investments in the Maritime Community for the period 2024-2026 are presented to the Council.

### **ADMINISTRATIVE ACTS OF COUNCIL**

#### **BILLS PAID – MAY 2024**

R2024-094

It is proposed by Katrina Keating

Seconded by Marlene Boudreau

And unanimously approved by the Councillors present

**TO** approve the accounts paid for the month ending May 31, 2024 for an amount of \$55,700.36 this list is deposited in the register of accounts paid.

**OFFER OF SERVICES –  
CONSTRUCTION SUPERVISION – FQM**

**WHEREAS** the FQM wrote the call for tenders regarding the refecton of Wide Road.

**WHEREAS** Les Entreprises Larebel were selected to do the work.

**WHEREAS** the FQM is offering construction supervision on site to ensure the work is done according to the norms in place.

**WHEREAS** the Municipality does not have internal resources to ensure work quality.

**THEREFORE**

R2024-095

It is proposed by Miranda Matthews  
Seconded by Kathy Burke  
And unanimously approved by the Councillors present

**THAT** to ensure the quality of the work that will be done by Les Entreprises Larebel, the council approves the offer of services for a construction supervision from the FQM.

**ANALYSIS OF WIDE ROAD PROPOSALS – LAREBEL**

**WHEREAS** following a public call for tenders (number 53-2-01042-21-03), only one bid was received for roadwork on Wide Road.

**WHEREAS** by resolution R2024-051, the Council approved Les Entreprises Larebel's bid on April 15, 2024.

**WHEREAS** following discussions with the contractor, the materials, equipment and work techniques requested in the call for tenders are not optimal for the insular reality of Grosse Ile.

**WHEREAS** Entreprises Larebel inc. are the only bidders, and the municipality of Grosse Ile be authorized to make changes to the work requirements without going back to public tender.

**WHEREAS** following discussions with Les Entreprises Larebel, the FQM and the Municipality of Grosse Ile, Les Entreprises Larebel presented a new proposal that suit to the environment, thereby changing the cost of the work from \$954,752.68 to \$870,327, taxes included.

**THEREFORE**

R2024-096

It is proposed by Katrina Keating  
Seconded by Marlene Boudreau  
And unanimously approved by the Councillors present

**THAT** the proposal received from Les Entreprises Larebel Inc. for roadwork on Wide Road in the amount of \$870,327, taxes included, be hereby accepted.

### **MARITIME COMMUNITY REGIONAL FILES**

The Mayor, Joy Davies, was unable to attend the council meeting. An update on Maritime Community files will be provided at a later meeting.

### **DIRECTOR GENERAL'S UPDATE**

#### **2024 SUMMER PROJECTS – FOLLOW-UP**

The Director General informs the Council of some operational matters.

### **MARITIME COMMUNITY - ADMINISTRATIVES**

The Director General informs the Council of some operational matters.

### **HUMAN RESOURCES**

#### **HIRING OF JANITOR/ MAINTENANCE**

**WHEREAS** the Municipality of Grosse Ile have been in search of a janitor and building maintenance attendant;

**WHEREAS** two applicants showed interest in the position;

**WHEREAS** both applicants are municipal employees;

#### **THEREFORE**

R2023-097

It is proposed by Miranda Matthews  
Seconded by Marlene Boudreau  
And approved by the majority of the Councillors present

**THAT** the employee with the most years of seniority will be given the job.

**THAT** Keven Muldoon is hired in the full time / permanent position of Janitor/Maintenance.

#### **HIRING OF ACCOUNTING ASSISTANT**

**WHEREAS** the Municipality of Grosse Ile have been in search of an Accounting Assistant;

**WHEREAS** the employee who does the payroll and pays the bills is on sick leave;

**WHEREAS** one applicant showed interest in the position;

**WHEREAS** the applicant can provide only punctual hours;

#### **THEREFORE**

R2023-098

It is proposed by Katrina Keating  
Seconded by Kathy Burke  
And approved by the majority of the Councillors present

**THAT** Heather Turnbull will be hired as part time / occasional status as Accounting Assistant.

#### **HIRING OF LABOURER**

**WHEREAS** the Municipality of Grosse Ile have been in search of a Maintenance attendant;

**WHEREAS** the Janitor / Maintenance attendant needs help with some tasks that require two people;

**WHEREAS** we received a resume from someone with punctual availabilities.

#### **THEREFORE**

R2023-099

It is proposed by Miranda Matthews  
Seconded by Katrina Keating  
And approved by the majority of the Councillors present

**THAT** Charles-Antoine Ducharme will be hired as part time / occasional status as Labourer.

#### **HIRING OF MAINTENANCE AGENT**

**WHEREAS** the Municipality of Grosse Ile have been in search of a Maintenance Agent;

**WHEREAS** one applicant showed interest in the position;

**WHEREAS** the applicant has sufficient experience and recommendations

**THEREFORE**

R2023-100

It is proposed by Kathy Burke  
Seconded by Marlene Boudreau  
And approved by the majority of the Councillors present

**THAT** Michael Burke is hired in the full time / seasonal position as Maintenance Agent, starting July 22, 2024.

**LEGISLATION ACTS OF COUNCIL**

**RESOLUTION – DESJARDINS POINTS OF SERVICE  
CLOSED**

**WHEREAS** the Caisse Desjardins de Grande-Entrée has evolved over the years thanks to the citizens of our municipality who are members, and that its closure will contribute to the social and economic devitalization of the Eastern Islands;

**WHEREAS** The Caisse Desjardins de Grande-Entrée is the only financial institution in the Eastern Magdalen Islands, and the nearest branch is in Havre-aux-Maisons, more than 35 km from our municipality;

**WHEREAS** businesses, organizations and older people in particular need financial services close at hand;

**WHEREAS** this closure will have serious consequences for the entire population of the Municipality of Grosse Ile.

**THEREFORE**

R2024-101

It is proposed by Marlene Boudreau  
Seconded by Miranda Matthews  
And unanimously approved by the Councillors present

**THAT** the Council asks the Caisse Desjardins management to reconsider its decision to close the only point of service in the Eastern Islands.

**SCHEMA DE COUVERTURE DE RISQUE**

**WHEREAS** pursuant to section 8 of the Fire Safety Act, regional county municipalities must, in conjunction with the local municipalities that are part of them, establish a risk coverage plan for their entire territory;

**WHEREAS** the orientations of the Minister of Public Security with respect to fire safety define the framework for the development of the Fire Safety Plan and the objectives to be achieved;

**WHEREAS** this exercise requires reconciling local realities with the stated objectives;

**WHEREAS** under section 16 of the Fire Safety Act, "Each municipality concerned and, where applicable, the regional authority, shall then determine the specific actions to be taken and the conditions for their implementation, specifying, in particular, the jurisdiction of the authority or intermunicipal board that will be responsible for them, the resources allocated to the measures provided for therein, the intermunicipal agreements required, the actions that are immediately applicable and, for the other actions, the stages of completion and their timetable. These specific actions may involve, among other things, the adoption of regulatory measures, the establishment of inspection measures, alert procedures, the mobilization and deployment of resources, or the programming of workforce training activities. These actions and the conditions for their implementation are set out in a plan adopted by each authority responsible for them or, in the case of an intermunicipal board, in a joint plan adopted by the municipalities concerned;

**WHEREAS** the Municipality of Grosse-Île assumes responsibility for the accuracy of the census data transmitted to the Communauté Maritime des Îles-de-la-Madeleine and the choices made in establishing the implementation plan;

**WHEREAS** the Municipality's implementation plan has been integrated into the Communauté Maritime des Îles-de-la-Madeleine's draft plan;

**WHEREAS** the draft scheme has been sent to the municipalities for adoption no later than the May 2024 municipal council meeting;

**THEREFORE**

R2024-102

It is proposed by Katrine Keating  
Seconded by Kathy Burke  
And unanimously approved by the Councillors present

**THAT** the municipal council of Grosse-Ile adopt the draft fire safety cover plan of the Communauté Maritime des Îles-de-la-Madeleine;

**THAT** the municipal council of Grosse-Île adopts the implementation plan contained in the fire safety cover plan of the Communauté Maritime des Îles-de-la-Madeleine;

**THAT** the Municipal Council of Grosse-Île adopt the implementation plan contained in the Fire Safety Cover Plan of the Communauté Maritime des Îles-de-la-Madeleine;

**THAT** the Municipality of Grosse-Île formally undertakes to implement the actions proposed in the implementation plan;

**THAT** a copy of this resolution be forwarded to the Communauté Maritime des Îles-de-la-Madeleine.

#### **VARIA**

#### **RESOLUTION - APPOINTMENT OF A REPLACEMENT TO THE MARITIME COMMUNITY COUNCIL**

**WHEREAS** the agglomeration of Îles-de-la-Madeleine comprises the territories of the Municipality of Îles-de-la-Madeleine and the Municipality of Grosse Ile;

**WHEREAS** it is important for the Municipality of Grosse Ile to be represented on the Council of the Communauté Maritime;

**WHEREAS** the Mayor, Joy Davies, must be replaced when she is unable to attend the Agglomeration Council meeting;

**WHEREAS** decree 1130-2025 concerning the agglomeration of the Magdalen Islands provides that: "During a vacancy in the office of mayor of the reconstituted municipality or during the incapacity of the incumbent of that office, a councillor may replace the mayor as representative of the municipality.";

**WHEREAS** Nancy Clark is pro-mayor of the Municipality of Grosse Ile.

#### **THEREFORE**

R2024-103

It is proposed by Miranda Matthews  
Seconded by Kathy Burke  
And unanimously approved by the Councillors present

**THAT** by virtue of decree 1130-2005, Grosse Ile municipal councillor Nancy Clark be appointed as an alternate to the Maritime Community Council, when the Mayor, Joy Davies, is unable to attend.



**QUESTION PERIOD**

**N2024-104**

No questions are asked on the agenda from the public that are present.

**CLOSE**

**R2024-105**

The session is closed on a motion from Marlene Boudreau at 7:10 p.m.

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Nancy Clark  
Deputy Mayor

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Jessica Goodwin  
Assistant Clerk-Treasurer