

MAY 15, 2023

MINUTES of the regular sitting of the council of the Municipality of Grosse Ile hereby declared in session by the Mayor, Mrs. Diana-Joy Davies, this fifteenth day of May 2023 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:

Mayor:	Diana-Joy Davies
Councillors:	Marlene Boudreau Kathy Burke Johanne Clark Nancy Clark Miranda Matthews
Assistant Clerk-Treasurer:	Jessica Goodwin
Absent with regrets Councillors:	Katrina Keating

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

N2023-069 The Mayor, Diana-Joy Davies, opens the sitting and welcomes the persons in attendance.

ADOPTION OF THE AGENDA

R2023-070 It is proposed by Miranda Matthews
Seconded by Marlene Boudreau
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 minutes
 - 1.4 Correspondence
 - 1.4.1 Business arising from the correspondence
 - 1.4.1.1 Mireille Chevarie- Request to negotiate retirement terms
 - 1.4.1.2 Janice Turnbull- Modification of managerial contract
2. Administrative acts of council
 - 2.1 Administrative updates
 - 2.1.1 Accounts paid
 - 2.1.2 Maritime Community Regional Files - Update
3. Legislative acts of council

- 3.1 Notion of Motion and presentation of Draft Loan Bylaw 2023-002- Chemin Wide
- 3.2 Offer of Employment- Public Works Coordinator
- 3.3 Offer of Employment- Interim Director General
- 3.4 Offer of Employment- Interim Administrative Assistant
- 4. Varia
 - 4.1 Purchase of Equipment- Office Computers
 - 4.2 Signing of Fireworks Contract- Canada Day
 - 4.3 Transport Quebec- Painting “STOP”
 - 4.4 Transport Quebec- Speed Limit
- 5. Question period
- 6. Close

ADOPTION OF THE MINUTES

The members of council received a copy of, and declare having read, the minutes of the regular sitting of council held on April 17, the special sitting of council held on April 17, and the special sitting of council held on May 7, 2023.

R2023-071 It is proposed by Nancy Clark
 Seconded by Kathy Burke
 And unanimously approved by the Councillors present

To adopt the minutes of the regular sitting of council held on April 17, 2023.

R2023-072 It is proposed by Nancy Clark
 Seconded by Kathy Burke
 And unanimously approved by the Councillors present

To adopt the minutes of the special sitting of council held on April 17, 2023.

R2023-073 It is proposed by Johanne Clark
 Seconded by Miranda Matthews
 And unanimously approved by the Councillors present

To adopt the minutes of the special sitting of council held on May 7, 2023.

CORRESPONDENCE

N2023-074 The members of council received a copy of the list of correspondence received at the office since the last sitting, prior to the meeting for review. The Mayor addresses the correspondence, and the list is deposited in the Correspondence Register of the Municipality.

BUSINESS ARISING FROM THE CORRESPONDENCE

MIREILLE CHEVARIE- REQUEST TO NEGOTIATE RETIREMENT TERMS

WHEREAS recent changes to the administrative structure, the implementation of a new accounting system, and

the need to secure full time positions within the financial department;

WHEREAS Mireille Chevarie has provided 40 years of dedicated services to the Municipality of Grosse-Ile, she is requesting a buyout package for the remaining two years of her contract (Starting January 1, 2024), amounting to approximately 50,000\$;

THEREFORE

R2023-075

It is proposed by Kathy Burke
Seconded by Nancy Clark
And unanimously approved by the Councillors present

THAT the Municipality of Grosse Ile shall grant the proposed buyout package for Mireille Chevarie starting January 1, 2024 conditionally;

THAT the conditions of acceptance for the buyout package be based on the applications to fill the position;

THAT The Municipality of Grosse-Ile will be unable to grant the request if the position is not filled by the proposed date.

**JANICE TURNBULL-MODIFICATION OF
MANAGERIAL CONTRACT**

WHEREAS The accounting department of the Municipality of Grosse-Ile, during the annual update of the Employee time banks, discovered that the contract of the Director-General was vague on the method used for the calculation of accumulated vacation during sick leave;

WHEREAS the accounting office decided to use the collective agreement, as it is clearly outlined, as a basis for the calculation (Articles 20.09-20.12);

WHEREAS the Director-General is not a unionized employee but rather holds a work contract, all parties feel it necessary that the contract of the Director-General be modified to avoid any further issues;

WHEREAS using the current collective agreement as a baseline, the request is to add the following text to the pertinent page of the Director-General's contract (section 4.5 Annual Vacation, paragraph 4-5) "*Any absence from work due to illness of any kind, accident, or any other authorized absence from work outlined in the current contract, does not constitute, for any reason, an interruption of service of the employee for the purpose of calculating vacation time. However, the Director-General is eligible to accumulate one additional year of eligible vacation time as outlined in this current contract should she be on leave for 12 consecutive months, or longer.*"

THEREFORE

R2023-076 It is proposed by Johanne Clark
Seconded by Marlene Boudreau
And unanimously approved by the Councillors present

THAT the Municipality of Grosse-Ile modify the current managerial contract as requested by the Director-General.

ADMINISTRATIVE UPDATES

ACCOUNTS PAID

N2023-077 The members of council are informed that the accounts paid will be reviewed at the next regular sitting of council.

MARITIME COMMUNITY REGIONAL FILES UPDATE

N2023-078 The Mayor, Diana-Joy Davies, reviews the items on the agenda for the sitting of council of the Magdalen Islands Maritime Community, which was held on Tuesday, May 9, 2023, and presented her update to the Councillors accordingly.

LEGISLATIVE ACTS OF COUNCIL

NOTICE OF MOTION AND PRESENTATION OF DRAFT LOAN BYLAW 2023-002

N2023-079 Councillor Nancy Clark gives notice of motion that, at a subsequent sitting, she will be submitting for adoption Loan Bylaw 2023-002- Chemin Wide.

PRESENTATION OF DRAFT LOAN BYLAW 2023-002

N2023-080 The members of council of the Municipality of Grosse-Ile hereby acknowledge the presentation of draft bylaw 2023-002, by Councillor Nancy Clark, which will be adopted at a subsequent sitting and entitled *Loan Bylaw 2023-002 decreeing an expense of \$872, 041.00 in order to finance the grant from the Ministère des Affaires municipales et de l'habitation granted from the programme de la taxe sur l'essence et de la contribution Québec (TECQ) for Chemin Wide roadworks.*

OFFER OF EMPLOYMENT- PUBLIC WORKS COORDINATOR

WHEREAS the assessment of the public works to be carried out was overseen by the Director-General;

WHEREAS the Municipality of Grosse Ile is currently operating without an active Director-General;

WHEREAS the public works often require the moving, manipulating, and installing of large, heavy items;

WHEREAS the tasks are difficult to complete by one person;

THEREFORE

R2023-081

It is proposed by Kathy Burke
Seconded by Johanne Clark
And unanimously approved by the councillors present

THAT the Assistant Clerk-Treasurer, Jessica Goodwin, be hereby authorized to proceed with an internal/external offer of employment in order to engage the services of a Public Works Coordinator, Seasonal status (minimum of 18 weeks per year).

**OFFER OF EMPLOYMENT- INTERIM DIRECTOR
GENERAL**

WHEREAS the Municipality of Grosse Ile is currently without a Director General in office;

WHEREAS the date of return for the current Director General, Janice Turnbull, is unknown;

WHEREAS the Municipality is in need of immediate direction and guidance with undergoing projects;

WHEREAS the position has been posted twice without any applicants;

THEREFORE

R2023-082

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

THAT The Mayor, Diana-Joy Davies, continue working with the candidat recruited in collaboration with the Fédération des Municipalité du Québec, in order to secure a three month contract, at the soonest convenience.

**OFFER OF EMPLOYMENT- INTERIM
ADMINISTRATIVE ASSISTANT**

WHEREAS the Municipality of Grosse Ile is currently without an Administrative Assistant;

WHEREAS the Municipality of Grosse Ile was forced to close the office to the public due to lack of human resources in the administrative department;

WHEREAS the position has been posted twice without any applicants;

THEREFORE

R2023-083

It is proposed by Nancy Clark
Seconded by Johanne Clark
And unanimously approved by councillors present

THAT The Mayor, Diana-Joy Davies, continue working with the person proposed by the recruited Interim Director General, in order to secure a three month contract, at the soonest convenience.

PURCHASE OF EQUIPMENT- OFFICE COMPUTERS

WHEREAS The Municipality proceeded to the updating of the majority of the office equipment in recent years;

WHEREAS Two computers were not updated at this time;

WHEREAS The computers not updated are now becoming obsolete, resulting in lower productivity for office employees;

THEREFORE

R2023-084

It is proposed by Johanne Clark
Seconded by Miranda Matthews
And unanimously approved by councillors present

THAT The Mayor, Diana-Joy Davies, contact the usual equipment provider to plan to purchase of the two computers.

SIGNING OF FIREWORKS CONTRACT- CANADA DAY

WHEREAS Plans are underway for the Canada Day celebration;

WHEREAS The Municipality of Grosse Ile is without human resources in the Leisure department;

WHEREAS A contract must be signed with the fireworks provider at the soonest convenience;

THEREFORE

R2023-085

It is proposed by Nancy Clark
Seconded by Johanne Clark
And unanimously approved by councillors present

THAT The Mayor, Diana-Joy Davies, be authorised to sign the contract with the service provider for the fireworks for the Canada Day celebration.

TRANSPORT QUEBEC- PAINTING “STOP”

WHEREAS The safety of citizens and users of the roads found in the Municipality of Grosse Ile is of high importance;

WHEREAS Transport Quebec recommends the painting of “STOP” on roads annexing to Chemin Principal;

WHEREAS The Municipality does not have the equipment to do the recommended painting;

THEREFORE

R2023-086 It is proposed by Kathy Burke
Seconded by Marlene Boudreau
And unanimously approved by councillors present

THAT The Mayor, Diana-Joy Davies, be authorised to contract Transport Quebec to do the painting of “STOP” as they do the painting of the road lines on the portion of Chemin Principal passing through the municipality.

TRANSPORT QUEBEC- MODIFICATION OF SPEED LIMIT

WHEREAS The portion of Chemin Principal passing through the village center has been of great concern for a number of years;

WHEREAS Grosse-Ile School is positioned in the middle of this zone;

WHEREAS Transport Quebec is working in close collaboration with the Municipality of Grosse-Ile to find solutions for safer usage;

WHEREAS One of the safety recommendations has been to reduce speed limit from 50km/h to 30 km/h;

THEREFORE

R2023-087 It is proposed by Nancy Clark
Seconded by Kathy Burke
And unanimously approved by concillors present

THAT The Municipality of Grosse-Ile agree to reducing the speed limit through the village center;

THAT 30 km/h is considered too slow to ascend the hill properly ;

THAT 40 km/h be recommended as the new reduced speed limit.

QUESTION PERIOD

N2023-088 No questions are asked as no members of the public are present.

CLOSE

R2023-089 The session is closed on a motion from Marlene Boudreau at 7:27 p.m.

Diana-Joy Davies
Mayor

Jessica Goodwin
Assistant Clerk-Treasurer