Province of Québec

Municipality of L’Isle-aux-Allumettes

Regular meeting of the Municipal Council of L’Isle-aux-Allumettes held March 5th, 2024 at 7:00 P.M. at the Municipal Office.

The meeting is open to the public and present are his Worship Mayor Corey Spence and Councillors Mariette Sallafranque, Nancy McGuire and Ivan Schryer.

Alicia Jones, Director General, is in attendance.

* + 1. **Opening of meeting**

Mayor Spence welcomes everyone and declares the meeting to be open at 7:00 pm.

1. **Roll call**

Councillors Brian Adam, Patrick Fleming and Robert Chafe are absent.

1. **Recording of the sitting**

The current meeting is being audio recorded for administrative purposes.

**4. Adoption of agenda**

029-24/03 Moved by Councillor Sallafranque, seconded by Councillor Schryer, to adopt the agenda as presented.

Adopted

**5. Adoption of minutes**

030-24/03 Moved by Councillor Schryer, seconded by Councillor Sallafranque, to approve the minutes from the last regular Council meeting of February 6th, 2024 as presented, with amendments.

Adopted

**6. Declaration of Conflict of Interest**

None.

**7. Statement of the Mayor**

The Mayor makes his Statement.

**8. Questions from the public**

*- Mr. Roger Lavoie:*

- expresses concerns regarding the proposed Energy-from-Waste (EFW) facility, specifically regarding its hazardous effects on the environment and health and urges Council members to accurately inform themselves.

Mayor Spence, member of the regional EFW planning committee, responds that more data is needed, both for and against the project, prior to making any final decisions.

Council members ask about the recent business case report that the MRC Pontiac was completing through Deloitte. The Mayor responds that the report was presented to the Mayors with preliminary findings.

031-24/03 *EFW – Deloitte Initial Business Case report*

Moved by Councillor Sallafranque, seconded by Councillor McGuire, to formally request to the MRC Pontiac that the initial business case report, prepared by Deloitte and Ramboll, for the Energy-from-Waste proposal be made available to the public, and more specifically to the local municipal Councils for their immediate consideration.

Adopted

*- Mr. Roger Lavoie (cont.):*

- questions the lack of services available within our Municipality, specifically related to seniors for RAMQ, SAAQ and others; and requesting that the Municipality contribute financially or otherwise to have possible ‘satellite’ offices made available here.

The Mayor responds that he will bring the suggestion forward.

**9. Correspondence**

* *Request for use of multiple trailers during a Special event*

032-24/03 *Trailers – event request*

Moved by Councillor McGuire, seconded by Councillor Sallafranque, to approve the request made by the owner of property bearing lot # 4 604 890 for the hosting of an event from July 26th to August 6th, 2024, and to authorize additional trailers during this event, as per the Trailer ByLaw.

Adopted

* *Request for approval of SAQ outlet permit*

033-24/03 *Request to operate an SAQ outlet*

Moved by Councillor Sallafranque, seconded by Councillor Schryer, to authorize Dépanneur DC to act as the SAQ's operating agent on their territory, and to authorize the Director General to sign any required documentation.

Adopted

**10. Committee Reports**

**Land-use, Urbanism & By-Laws**

Councillor Mcguire, Chair of Land-use, Urbanism and By-Laws committee, gives a verbal report.

034-24/03 *Conditional Usage – RT 40*

Moved by Councillor McGuire, seconded by Councillor Schryer, to approve the conditional usage of short-term rental accommodations, up to a maximum of 5 usages, in zone RT-40, as discussed.

Adopted

035-24/03 *Zoning bylaw 04-2003 - additions*

Moved by Councillor McGuire, seconded by Councillor Sallafranque, to approve to additions to the Zoning Bylaw 04-2003, relating to minimum lot sizes; that Article 8 of the Specifications include the following:

* *Definitions:*
  + *“Serviced lot”*: a lot, on which a main building is erected or not, which is supplied, or able to be supplied, by a public waterworks and sewer network.
  + *“Partially serviced lot*”: a lot, on which a main building is erected or not, which is supplied or able to be supplied only by a public water or sewer network and which depends, for the other service, on a private drinking water supply or an autonomous wastewater treatment system.
  + *“Unserved lot”*: land or lot that is not supplied with any municipal water/sewer network.
* *Additions*:

In Zones RE2, P3, RE4, P5, RE6, CM7, C8, CM9, RT10, RE11,CM13, P20:

* + *For serviced lots:* 
    - Minimum surface area is set at 600 m2.
  + *For partially serviced lots:*
    - Minimum surface area is set at 1858 m2.
  + *For unserved lots:*
    - Minimum surface area is same as set in specifications grid for the zone.

Adopted

**Public Works**

Councillor Schryer, Chair of the Public Works committee, gives a verbal report.

036-24/03 *Request - Funding agreement with MTMD for chemin Pembroke*

WHEREAS the Municipality of L'Isle-aux-Allumettes must undertake a complete rehabilitation of their water and sewer mains, according to the Plan d'Intervention 2016 required by the Ministry of Municipal Affairs;

WHEREAS the Municipality is currently in the process of rehabilitating the mains in the northern sector of the village, Phase 1 of the project, thanks to the FIMEAU funding program;

WHEREAS the Municipality would like to begin work on the rehabilitation of the network in the southern sector of the village, Phase 2 of the project, in 2024; and this, thanks to the FIMEAU and PRIMEAU funding programs, with the FIMEAU funding expires in September 2024;

WHEREAS in this sector, for Phase 2, includes work required under Chemin Pembroke road, a ministerial road;

WHEREAS the Municipality has held several discussions with MTMD (Ministry of Transport) representatives concerning the work planned in this sector in recent years, as well as their responsibility for pavement rehabilitation overlapping with municipal work;

WHEREAS the Municipality is awaiting a funding agreement with the MAMH for the PRIMEAU financial assistance program in order to begin Phase 2 work, however a funding agreement with the MTMD for Pembroke Road is required prior to this agreement;

It is therefore moved by Councillor Schryer, seconded by Councillor McGuire, to file a formal request with MTMD for the completion of a funding agreement with the Municipality for the Pembroke Road reconstruction and pavement, so that the Municipality can undertake Phase 2 of its water/sewer rehabilitation project as soon as possible, and that this agreement be concluded no later than June 1st, 2024.

Adopted

037-24/03 *Engineering for Sewage plant action plan*

Moved by Councillor Schryer, seconded by Councillor Sallafranque, to approve the quote received by CIMA+, for a total amount of $10,000, for the preparation of the Action Plan for the sewage filtration plant, as required by the Ministry of the Environment.

Adopted

038-24/03 *Construction Waste agreement – Fillogreen*

Moved by Councillor Schryer, seconded by Councillor Sallafranque, to approve the agreement with Fillogreen for transportation and recycling of Construction waste as per the costs discussed, and to authorize the Director General to sign said agreement.

Adopted

039-24/03 *Construction Waste – Chichester/Sheenboro*

Moved by Councillor Schryer, seconded by Councillor Sallafranque, to authorize that the residents from Chichester and Sheenboro dispose of their construction waste at this Municipality’s Transfer site, for a cost of $0,23/kg, payable by the user at the time of disposal.

Adopted

040-24/03 *Long-term loan in the amount of $2,267,000*

WHEREAS, in accordance with the following Borrowing By-laws and for the amounts indicated opposite each of them, the Municipality of L'Isle-aux-Allumettes wishes to issue a series of bonds, one bond per maturity, for a total amount of $2,267,000 to be realized on March 15th, 2024, allocated as follows:

|  |  |
| --- | --- |
| **Borrowing ByLaw #** | **In the amount of $** |
| 2023‑004 | 1 700 450 $ |
| 2023‑004 | 566 550 $ |

WHEREAS it is necessary to amend the borrowing by-laws accordingly;

WHEREAS, in accordance with the 1st paragraph of Section 2 of the Act respecting municipal debts and loans (RLRQ, chapter D 7), for the purposes of this bond issue and for Borrowing By-law number 2023-004, the Municipality of L'Isle aux Allumettes wishes to issue for a shorter term than that originally set out in this By-law;

It is proposed by Councillor Schryer, seconded by Councillor McGuire and unanimously resolved:

THAT the Borrowing by-law indicated in the 1st paragraph of the preamble be financed by bonds, in accordance with the following:

1. The bonds, one per maturity, will be dated March 15, 2024;
2. Interest will be payable semi-annually on March 15 and September 15 of each year;
3. The Bonds will not be redeemable in advance; however, they may be redeemed with the consent of the Bondholders in accordance with the Act respecting municipal debts and loans (RLRQ, chapter D 7);
4. The Bonds will be registered in the name of CDS Clearing and Depository Services Inc. and will be deposited with CDS;
5. CDS will act on behalf of its participants as book-entry agent, bond-holding agent, paying agent and transaction agent for its participants;
6. CDS will proceed with the transfer of funds in accordance with the legal requirements of the Bond, to which end the Board authorizes the Clerk-Treasurer to sign the document required by the Canadian banking system entitled "Authorization for Corporate Pre-Authorized Debit Plan";
7. CDS will make principal and interest payments to participants by electronic funds transfer and, to this end, CDS will withdraw the required amounts directly from the following account:

C.D. des Rivières de Pontiac

110 KING ST.

CHAPEAU, QC

J0X 1M0

1. That the bonds be signed by the Mayor and the Clerk-Treasurer. The Municipality of L'Isle aux Allumettes, as permitted by law, has mandated CDS to act as authenticating financial agent and the bonds will come into force only when authenticated.

THAT, with respect to the annual capital amortizations scheduled for the years 2030 and following, the term provided for in borrowing by-law number 2023-004 be shorter than that originally set, i.e. for a term of five (5) years (starting March 15, 2024), instead of the term prescribed for said amortizations, each subsequent issue to be for the balance or part of the balance due on the loan;

Adopted unanimously

041-24/03 *Results for tenders for long-term financing*

*Opening Date: March 5th, 2024 # Bids received: 3*

*Opening Time: 11:00am Average Term: 4 yrs, 2mos*

*Opening Location: Min des Finances QC*

*Amount : $ 2,267,000 Date of issue : March 15th, 2024*

WHEREAS, in accordance with Borrowing By-law number 2023-004, the Municipality of L'Isle aux Allumettes wishes to issue a series of bonds, one per maturity;

WHEREAS the Municipality of L'Isle aux Allumettes has requested, in this regard, through the electronic system "Service d'adjudication et de publication des résultats de titres d'emprunts émis aux fins du financement municipal", bids for the sale of a bond issue, dated March 15th, 2024, in the amount of $ 2,267,000;

WHEREAS following the call for public tenders for the sale of the above-mentioned issue, the Ministry of Finances has received three compliant bids, all in accordance with section 555 of the Cities and Towns Act (RLRQ, chapter C 19) or section 1066 of the Municipal Code of Québec (RLRQ, chapter C 27.1) and the resolution adopted thereunder, being as follows:

* + - * 1. DESJARDINS SECURITIES INC.

$182,000 4,80000 % 2025

$191,000 4,50000 % 2026

$200,000 4,35000 % 2027

$209,000 4,25000 % 2028

$1,485,000 4,30000 % 2029

Price: 98.56900 Actual cost: 4.70443 %

* + 1. NATIONAL BANK FINANCIAL INC.

$182,000 4,75000 % 2025

$191,000 4,55000 % 2026

$200,000 4,35000 % 2027

$209,000 4,35000 % 2028

$1,485,000 4,35000 % 2029

Price: 98.72100 Actual cost: 4.71254%

* + 1. BMO NESBITT BURNS INC.

$182,000 4,50000 % 2025

$191,000 4,50000 % 2026

$200,000 4,50000 % 2027

$209,000 4,50000 % 2028

$1,485,000 4,50000 % 2029

Price: 99.07500 Actual cost: 4.75015 %

WHEREAS the result of the actual cost calculation indicates that the bid submitted by VALEURS MOBILIÈRES DESJARDINS INC. is the most advantageous;

It is proposed by Councillor Schryer, seconded by Councillor McGuire and unanimously resolved :

* THAT the preamble to the present resolution be and is hereby made an integral part hereof;
* THAT the bond issue of the Municipality of L'Isle-aux-Allumettes in the amount of $2,267,000 be awarded to the firm VALEURS MOBILIÈRES DESJARDINS INC;
* THAT request be made to the latter to mandate CDS Clearing and Depository Services Inc. (CDS) for the book-entry of this issue;
* THAT CDS act on behalf of its participants as book-entry agent, bond-holding agent, paying agent and as agent responsible for the transactions to be affected in respect of its participants;
* THAT CDS proceed with the transfer of funds in accordance with the legal requirements of the bond, to this effect, Council authorizes the Clerk-Treasurer to sign the document required by the Canadian banking system entitled "Authorization for the pre-authorized debit plan for businesses";
* THAT the Mayor and the Clerk-Treasurer be authorized to sign the bonds referred to herein, being one bond per maturity.

Adopted unanimously

042-24/03 *Surface Treatment tender*

Moved by Councillor Schryer, seconded by Councillor Sallafranque, to proceed with the tender for surface treatment, in conjunction with the Municipality of Chichester, for the 2024 road work, as discussed.

Adopted

**Community, Culture & Recreation**

Councillor Chafe, Chair of the Community, Culture & Recreation committee, being absent; the Mayor gives a verbal report.

The Young At Heart group will be hosting a St-Patrick’s Day luncheon on Wednesday, March 13th.

043-24/03 *Festival funding - IslandFest*

Moved by Councillor Sallafranque, seconded by Councillor Schryer, to approve the request for funding for IslandFest through the MRC Pontiac’s festival funding program.

Adopted

**Revitalization**

Councillor Sallafranque, Chair of the Revitalization committee, gives a verbal report.

**Public Security**

Councillor Fleming, Chair of the Public Security committee, being absent; the Mayor gives a verbal report.

044-24/03 *Sureté du Québec 2024 priorities*

Moved by Mayor Spence, seconded by Councillor McGuire, to submit the following annual priorities to Sureté du Québec:

* + Speeding on chemins Pembroke (especially in school zones), Desjardinsville, Culbute and River.
  + Vandalism on public property

Adopted

**Administration**

Councillor Adam, Chair of the Administration committee, being absent; the Mayor gives a verbal report.

**11. Review of monthly payables**

The list of accounts payables for the month of February is reviewed.

**12. Questions from the public**

None.

**13. Varia**

045-24/03 *Asset Management Plan - Water/Sewer*

WHEREAS the Municipality of L'Isle-aux-Allumettes recognizes the importance of effectively managing its municipal assets to ensure their long-term sustainability;

WHEREAS the objective of asset management planning is to implement the necessary activities to maintain assets in a state to provide sustainable, quality services to citizens;

WHEREAS the Asset Management Plan (AMP) contributes to achieving the municipality's strategic objectives and providing sustainable, quality services in line with the agreed level of service;

WHEREAS the Municipality of L'Isle-aux-Allumettes has familiarized itself with the Ministry's Guide and related tools and understands each part of the AMP;

WHEREAS the AMP makes it possible to optimize the use of financial and human resources by identifying priority assets and planning expenditures more proactively;

It is therefore moved by Councillor Schryer, seconded by Councillor Sallafranque and RESOLVED THAT the Municipality of L'Isle-aux-Allumettes undertakes to;

- Develop and implement an asset management plan for its water/sewer networks to optimize the management of its municipal assets;

- Transmit to the Ministère des Affaires municipales et de l'Habitation, no later than December 31, 2024, the AMP summary and the information required by the latter.

Adopted

046-24/03 *Dust suppressant*

Moved by Councillor Sallafranque, seconded by Councillor Schryer, to approve the quote for dust suppressant applications, for a price of $0.395/Litre, as submitted by Multi-Routes.

Adopted

**14. In camera session**

047-24/03 Moved by Mayor Spence, seconded by Councillor Sallafranque, to proceed with the discussions, in-camera, at 8:15pm.

Adopted

048-24/03 Moved by Mayor Spence, seconded by Councillor Sallafranque, to return to the meeting in progress, at 8:35pm.

Adopted

049-24/03 *Mandate Letter 2024 DG*

Moved by Mayor Spence, seconded by Councillor Sallafranque, to approve the 2024 annual mandate letter for the Director General.

Adopted

**15. Date of next meeting**

The next regular meeting will be held on Tuesday, April 2nd, 2024 at 7:00p.m. at the Municipal office.

**16. Closing of meeting**

050-24/03 Moved by Mayor Spence and seconded by Councillor Schryer that the meeting be adjourned at 8:40pm.

Adopted

Director General / Clerk-treasurer Mayor

I, *Corey Spence, Mayor*, certify that the signing of these minutes is equivalent to the signature by me of all the resolutions it contains, according to section 142 (2) of the Municipal Code.

*La version française est la version officielle - The French version is the official version*