

**PROVINCE OF QUEBEC
TOWN OF METIS-SUR-MER
ORDINARY COUNCIL MEETING
HELD ON MAY 6, 2019**

Minutes of the regular session of the Council of the Town of Metis-sur-Mer held on Monday May 6, 2019, in the boardroom, 138, Principale, Métis-sur-Mer, at 7:30 p.m.

Present are Councillors Luc Hamelin, Simon Brochu, René Lepage, Raynald Banville and Rita D. Turriff, forming quorum under the Mayor, Ms. Carolle-Anne Dubé.

Also present is:

Mr. Stéphane Marcheterre, Director General and secretary-treasurer.

RESOLUTION #19-05-57
OPENING OF THE ASSEMBLY

It is proposed by Councillor Ms. Rita D. Turriff and unanimously resolved that the session of the Council of the Town of Metis-sur-Mer is opened at 7:30 pm.

RESOLUTION #19-05-58
AGENDA

It is proposed by Councillor Mr. Raynald Banville and unanimously resolved to adopt the following agenda for the session:

- 1. Call to order and registration of attendance**
- 2. Reading and adoption of the agenda**
- 3. Approval of the minutes of :**
 - 3.1** The regular session held on April 1st, 2019;
 - 3.2** The extraordinary session held on April 15th, 2019;
- 4. Monthly reports from sub-committees:**
 - 4.1** Borough council;
 - 4.2** Local development committee;
 - 4.3** Recreation committee;
 - 4.4** Beautification committee.
- 5. Treasury**
 - 5.1** Accounts payable of April 2019;
 - 5.2** Refinancing costs payable over five years – regulation #10-51;
- 6. Administration**
 - 6.1** To pay the architect's fees for plans at the lighthouse;
 - 6.2** Adoption of a procedure for the receipt and study of complaints in relation with award of contract;
 - 6.3** To mandate Mr. René Lepage to search for a space for a project;
- 7. Public Works**
 - 7.1** To mandate the Engineering Department of the MRC de la Mitis for the McLaren road works;
 - 7.2** Contract awarded for the repair of rue Astle;
 - 7.3** Buying a gazebo for the rest area;
 - 7.4** Application for a grant to upgrade the access ramp at the Recreation Centre;
 - 7.5** Local road network maintenance assistance program (PAERRL) - attestation of work;
- 8. Fire and emergency service**

NIL
- 9. Leisure and culture**
 - 9.1** Buying T-shirts with the Métis-sur-Mer logo;
 - 9.2** Additional funds given to the recreation committee for the management of the playground;
- 10. Town Planning**
 - 10.1** Notice of motion and deposit to adopt at a later meeting regulation 19-135 amendment to the reg. 08-38 zoning by-law;
 - 10.2** Adoption of draft regulation 19-135 amendment to the reg. 08-38 zoning by-law;
 - 10.3** Notice of motion and deposit to adopt at a later meeting regulation 19-136 amendment to the reg. 08-42 regulations for permits and certificates;
 - 10.4** Adoption of draft regulation 19-136 amendment to the reg. 08-42 regulations for permits and certificates;
 - 10.5** Minor zoning variation at 207, route 132;
 - 10.6** Minor zoning variation at 246, chemin de La Station;
 - 10.7** Permit requested in PIIA area at 322, rue Beach;
- 11. Question period**

12. Adjournment

3. APPROVAL OF MINUTES OF:

3.1 The regular session held on April 1, 2019

RESOLUTION #19-05-59

APPROVAL OF MINUTES OF THE REGULAR SESSION OF THE TOWN OF METIS-SUR-MER HELD ON APRIL 1, 2019

Each Member of the Council having received a copy of the minutes of the regular session of the Town of Métis-sur-Mer held at the municipal hall, 138 Principale, Métis-sur-Mer, Monday, April 1, 2019 at least 24 hours before the present session, the clerk is exempt from the reading (Art. 333, LCV).

It is proposed by Councillor Ms. Rita D. Turriff and resolved unanimously to approve the minutes with corrections made.

3.1 The extraordinary session held on April 15, 2019

RESOLUTION #19-05-60

APPROVAL OF MINUTES OF THE EXTRAORDINARY SESSION OF THE TOWN OF METIS-SUR-MER HELD ON APRIL 15, 2019

Each Member of the Council having received a copy of the minutes of the extraordinary session of the Town of Métis-sur-Mer held at the municipal hall, 138 Principale, Métis-sur-Mer, Monday, April 15, 2019 at least 24 hours before the present session, the clerk is exempt from the reading (Art. 333, LCV).

It is proposed by Councillor Mr. Luc Hamelin and resolved unanimously to approve the minutes with corrections made.

4. REPORTS OF THE SUBCOMMITTEES.

4.1 MacNider Borough Council

Ms. Rita D. Turriff, member of the MacNider Borough Council, mentions the subjects which were handled at the Council meeting held on May 6, 2019:

- Appoint a representative on youth strategy;
- Purchase of a truck;
- Request to Deputy concerning financial aid for the road system;
- Innergex-Cartier visibility fund 2019;
- Osentreprendre challenge

The next meeting will be held on Monday, June 3, 2019 at 6:30 pm at Municipal Office.

4.2 Development Committee

Nothing new

4.3 Leisure Committee

Nothing new

4.4 Beautification Committee

There will be a meeting with Heritage Bas-St-Laurent soon to discuss the exhibition at the Town hall for this summer. There will be a parade of antique cars this summer at Métis-sur-Mer.

5. TREASURY

5.1 Accounts payable.

RESOLUTION 19-05-61

ACCOUNTS PAYABLE

It is proposed by Councillor Mr. René Lepage and resolved unanimously that the Council of the Town of Metis-sur-Mer adopts the list of disbursements for an amount of \$ 76 743.20 for April 2019, adopts the list of accounts payable for an amount of \$ 37 051.50 for April 2019 and authorizes the Secretary - Treasurer to make the payment for these accounts. The Treasurer certifies the availability of the credits to make the payments.

5.2 Refinancing costs payable over five years – regulation #10-51.

RESOLUTION 19-05-62

REFINANCING COSTS PAYABLE OVER FIVE YEARS – REGULATION #10-51

It is proposed by Councillor Mr. Raynald Banville and unanimously resolved that the Council of the Town of Métis-sur-Mer pays the financing costs of the 10-51 borrowing regulations in an amount of \$ 8478.76 over five years, \$ 1695.75 /year. The first year will be paid from the 2019 operating budget and the other four years will be paid by the unreserved accumulated surplus.

6. ADMINISTRATION

6.1 To pay the architect's fees for plans at the lighthouse.

RESOLUTION #19-05-63

TO PAY THE ARCHITECT'S FEES FOR PLANS AT THE LIGHTHOUSE

WHEREAS the *Association des résidents de la pointe du Phare de Métis-sur-Mer* contracted the architect firm ABCP to produce the plans and specifications for the restoration work on the exterior of the Pointe-Mitis lighthouse;

WHEREAS the Association intended to receive a grant from the Federal Government to pay the costs of this work;

WHEREAS the Association received a negative answer from the Federal Government regarding this grant;

WHEREAS the Association requests the Town to pay the costs of this work in an amount of \$ 15 687 before taxes from the residual amount of the initial grant received in the acquisition of the Lighthouse;

FOR THESE REASONS,

It is proposed by Councillor Mr. Simon Brochu and unanimously resolved that the Council of the Town of Métis-sur-Mer pay the costs of this work in an amount of \$ 15 687 before taxes to ABCP architect from the residual amount of the grant received in the acquisition of the Lighthouse.

6.2 Adoption of a procedure for the receipt and study of complaints in relation with award of contract.

RESOLUTION #19-05-64

ADOPTION OF A PROCEDURE FOR THE RECEIPT AND STUDY OF COMPLAINTS IN RELATION WITH AWARD OF CONTRACT

WHEREAS draft by-law n° 108, *Loi favorisant la surveillance des contrats des organismes publics et instituant l'Autorité des marchés publics* (L.R.Q. 2017, c.27), (hereinafter the Act), has been sanctioned on December 1 2017.

WHEREAS pursuant to this sanction and in accordance with article 938.1.2.1 of the Municipal Code of Québec (CM), a municipality must have a procedure for the receipt and examination of complaints made in connection with the award of a contract following a request for public tenders or the awarding of a contract undeclared with a single supplier with an expenditure equal to or greater than the minimum for public bidding.

WHEREAS the Town of Métis-sur-Mer wishes to adopt a procedure relating to the receipt and examination of complaints made in connection with the award of a contract.

FOR THESE REASONS,

It is proposed by Councillor Mr. Simon Brochu and unanimously resolved that this procedure be adopted as submitted to the members of the Council.

6.3 To mandate Mr. René Lepage to search for a space for a project.

RESOLUTION #19-05-65

TO MANDATE MR. RENÉ LEPAGE TO SEARCH FOR A SPACE FOR A PROJECT

Mr. Lepage makes a summary of the progress of the project in question at the assembly.

It is proposed by Councillor Ms. Rita D. Turriff and unanimously resolved that the Council of the Town of Métis-sur-Mer mandates Councillor Mr. René Lepage to take the necessary approach to find a land for a project for the municipality.

7. PUBLIC WORKS

7.1 To mandate the Engineering Department of the MRC de la Mitis for the McLaren road works.

RESOLUTION #19-05-66 **TO MANDATE THE ENGINEERING DEPARTMENT OF THE MRC DE LA MITIS FOR THE MCLAREN ROAD WORKS**

It is proposed by Councillor Mr. Raynald Banville and unanimously resolved to mandate the Engineering Department of the MRC de la Mitis in order to prepare the plans and specifications, supervise the tender and to monitor the work on the improvements (Pulverization, pavement repairs and drainage) to be done on route McLaren between Beach and 132.

7.2 Contract award for the repair of rue Astle.

RESOLUTION #19-05-67 **CONTRACT AWARD FOR THE REPAIR OF RUE ASTLE**

WHEREAS the Town proceeded to the opening of tenders concerning the work on rue Astle;

WHEREAS four (4) contractors have deposed a tender;

WHEREAS “Le service d’ingénierie de la MRC de la Mitis” has proceeded with the analysis of tenders;

WHEREAS “Le service d’ingénierie de la MRC de la Mitis” recommends giving the contract to « **Les Entreprises D’Auteuil et Fils inc.** » which is the contractor that submitted the lowest cost for the work for an amount of \$ 75 000 taxes included;

FOR THESE REASONS,

It is proposed by Councillor Mr. René Lepage and resolved unanimously that the Council of the Town of Métis-sur-Mer gives the contract to « **Les Entreprises D’Auteuil et Fils inc** » concerning the work on rue Astle in an amount of \$ 75 000 taxes included. Part of this amount will be taken from the surplus reserved for road work in budget 2019.

7.3 Buying a gazebo for the rest area.

RESOLUTION #19-05-68 **BUYING A GAZEBO FOR THE REST AREA**

It is proposed by Councillor Ms. Rita D. Turriff and unanimously resolved that the Council of the Town of Métis-sur-Mer gives the mandate to Les Entreprises de fabrication Gervais Langlois Inc. de Ste-Flavie to build a 12 ' x 12 ' six-sided gazebo for a total of \$ 4 995 before taxes. This amount will be taken from the unreserved accumulated surplus.

7.4 Application for a grant to upgrade the access ramp at the Recreation Centre.

RESOLUTION #19-05-69 **APPLICATION FOR A GRANT TO UPGRADE THE ACCESS RAMP AT THE RECREATION CENTRE**

Authorization to file the application for the RECIM financial assistance program, Volet 1 – upgrading the Community Centre's handicap ramp.

WHEREAS the Town of Métis-sur-Mer has read the RECIM program guide and agrees to observe all the terms and conditions applicable to it;

WHEREAS the municipality undertakes, if it obtains financial assistance for its project, to pay its share of the eligible costs and the ongoing operating costs of the infrastructure from its operating budget;

WHEREAS the municipality confirms that it assumes all costs not eligible for the RECIM program associated with its project if it obtains financial assistance for it, including any extra cost;

FOR THESE REASONS,

It is proposed by Councillor Mr. Simon Brochu and resolved and unanimously adopted that the Council of the Town of Métis-sur-Mer:

- 1 - authorizes the filing of an application for financial assistance to the RECIM program – volet 1;
- 2 - authorizes the municipal Engineering Department of the MRC de la Mitis to make the request for financial assistance and to collaborate in the project;
- 3 - authorizes the Director General to sign all documents related to the application for financial assistance.

7.5 Local road network maintenance assistance program (PAERRL) - attestation of work.

RESOLUTION #19-05-70
LOCAL ROAD NETWORK MAINTENANCE ASSISTANCE PROGRAM (PAERRL) -
ATTESTATION OF WORK

WHEREAS the Ministère des Transports, (MTQ) has paid compensation of \$ 106 782 for the maintenance of local roads for 2018;

WHEREAS as a result of the changes made by the ministère des Affaires municipales et de l'Habitation (MAMH), the municipality must attest and confirm the use of this amount and the total amount of expenses of \$ 219 145, registered on page 51-3 of the financial report;

WHEREAS compensation distributed to the municipality aims to accomplish the preventive work and the general maintenance of local routes 1 and 2 as well as bridges, located on these roads, which are the responsibility of the municipality;

FOR THESE REASONS,

It is proposed by Councillor Mr. Luc Hamelin and resolved unanimously that the Council of the Town of Métis-sur-Mer informs the *Ministère des Transports* of the use of the grant for the preventive work and the general maintenance of local routes 1 and 2 as well as bridges, located on these roads, which are the responsibility of the municipality, in accordance with the objectives of the *Programme d'aide à l'entretien du réseau routier local*.

8. FIRE AND EMERGENCY SERVICE

NIL

9. LEISURE AND CULTURE

9.1 Buying T-shirts with the Métis-sur-Mer logo.

RESOLUTION #19-05-71
BUYING T-SHIRTS WITH THE MÉTIS-SUR-MER LOGO

It is proposed by Councillor Mr. René Lepage and unanimously resolved that the Council of the Town of Métis-sur-Mer accepts the proposal of the Recreation Committee and buys T-shirts and round-necked shirts with the Métis-sur-Mer logo in an amount of \$ 1 797.50 before taxes. This project aims to raise funds for the Recreation Committee and to promote the municipality by selling these shirts. This amount will be taken from the unreserved accumulated surplus.

9.2 Additional funds given to the recreation committee for the management of the playground.

RESOLUTION #19-05-72
ADDITIONAL FUNDS GIVEN TO THE RECREATION COMMITTEE FOR THE MANAGEMENT
OF THE PLAYGROUND

It is proposed by Councillor Mr. Luc Hamelin and unanimously resolved that the Council of the Town of Métis-sur-Mer provides additional assistance to the budget 2019 in an amount of \$ 500 to the Recreation Committee for the management of playground 2019. A budget transfer will be required.

10. TOWN PLANNING

10.1 Notice of motion and deposit to adopt at a later meeting regulation 19-135 amendment to the reg. 08-38 zoning by-law.

RESOLUTION #19-05-73

NOTICE OF MOTION AND DEPOSIT TO ADOPT AT A LATER MEETING REGULATION 19-135 AMENDMENT TO THE REG. 08-38 ZONING BY-LAW

Notice of motion is given by Councillor Mr. Luc Hamelin as well as the filing of the first draft regulation in order to adopt at a later meeting regulation 19-135 amending Regulation 08-38 on zoning by-law. The objectives of the regulation are to add the use of two-family habitations in area where villégiature is allocated, to adjust the storage standards in heavy industry areas, to loosen rules for the installation of residential accessory buildings as well as to provide some clarification to the zoning by-law.

10.2 Adoption of draft regulation 19-135 amendment to the reg. 08-38 zoning by-law.

RESOLUTION #19-05-74

ADOPTION OF DRAFT REGULATION 19-135 AMENDMENT TO THE REG. 08-38 ZONING BY-LAW

WHEREAS the act respecting land use planning and development provides that the Town Council may amend its urbanism planning (L. R. Q., chapter A-19.1, section 109 and the following);

WHEREAS the Town Council wishes to authorize two-family habitations in area where villégiature is allocated;

WHEREAS the Town Council wishes to adjust the storage standards in heavy industry areas;

WHEREAS the Town Council wishes to loosen rules for the installation of residential accessory buildings;

WHEREAS the Town Council wishes to provide some clarification to the zoning by-law;

FOR THESE REASONS

it is proposed by Councillor Mr. Raynald Banville and unanimously resolved that the first draft regulation number 19-135 be adopted as submitted to the members of the Council.

10.3 Notice of motion and deposit to adopt at a later meeting regulation 19-136 amendment to the reg. 08-42 regulations for permits and certificates.

RESOLUTION #19-05-75

NOTICE OF MOTION AND DEPOSIT TO ADOPT AT A LATER MEETING REGULATION 19-136 AMENDMENT TO THE REG. 08-42 REGULATIONS FOR PERMITS AND CERTIFICATES

Notice of motion is given by Councillor Ms. Rita D. Turriff as well as the filing of the draft regulation for the adoption at a later meeting of regulation 19-136 amending Regulation 08-42 on the regulation of permits and certificates. The purpose of the regulation is to specify a reference to the regulation affirming that the offender must pay the amount of the fine under that regulation.

10.4 Adoption of draft regulation 19-136 amendment to the reg. 08-42 regulations for permits and certificates.

RESOLUTION #19-05-76

ADOPTION OF DRAFT REGULATION 19-136 AMENDMENT TO THE REG. 08-42 REGULATIONS FOR PERMITS AND CERTIFICATES

WHEREAS the act respecting land use planning and development provides that the Town Council may amend its urbanism planning (L. R. Q., chapter A-19.1, section 109 and the following);

WHEREAS the Town Council wishes to clarify the language of penalties in the event of a contravention of the regulation.

FOR THESE REASONS

It is proposed by Councillor Mr. Simon Brochu and unanimously resolved that draft regulation number 19-136 be adopted as submitted to the members of the Board.

10.5 Minor zoning variation at 207, route 132.

RESOLUTION #19-05-77

MINOR ZONING VARIATION AT 207, ROUTE 132

The application aims to permit the construction of a covered loading dock at a distance of 8.35 meters from the rear border contrary to the regulation which allows a rear setback of 12 meters for a complementary building in association with a use other than residential in area 22 ILG.

CONSIDERING THAT the request meets the objectives of the urbanism plan;
CONSIDERING THAT the application of the regulation causes serious prejudice to the applicant;

CONSIDERING THAT the application is covered by an article of the zoning regulations that may be the subject of a minor zoning variation;

FOR THESE REASONS,

It is proposed by Councillor Mr. René Lepage and resolved unanimously that the Town of Métis-sur-Mer accepts the request for minor zoning variation demanded and specified in the public notice.

10.6 Minor zoning variation at 246, chemin de La Station.

RESOLUTION #19-05-78 **MINOR ZONING VARIATION AT 246, CHEMIN DE LA STATION**

The application aims to allow a distance of 200 meters between an existing sand pit and the water intake used to supply the municipal aqueduct system, contrary to the regulations which allows a minimum distance of 1000 meters between a water intake used to feed a municipal aqueduct system and a sand pit.

CONSIDERING THAT the authorisation of such request for a minor zoning variation does not affect the enjoyment by the owners of the neighbouring buildings of their right to property;

CONSIDERING THAT the application of the regulation causes serious prejudice to the applicant;

CONSIDERING THAT the application is covered by an article of the zoning regulations that may be the subject of a minor zoning variation;

FOR THESE REASONS,

It is proposed by Councillor Mr. Raynald Banville and unanimously resolved that the Council of the Town of Métis-sur-Mer accepts the recommendations of the CCU and authorizes the request for a minor zoning variation as requested and specified in the public notice conditionally that the operator submits a hydrogeological study and that the operation of the sand pit is not expected to impair the performance of the well that provides the water system of the Town. The operator must also obtain all certificates of authorization necessary for the operation of a sand pit.

10.7 Permit requested in PIIA area at 322, rue Beach.

RESOLUTION #19-05-79 **PERMIT REQUESTED IN PIIA AREA AT 322, RUE BEACH**

WHEREAS the replacement of components does not alter the overall composition of the building, nor remove an intrinsic element of the architectural style of the building nor does it change the consistency of the same component;

WHEREAS on the facades visible from the street, the type, position, shape, size, symmetry, rhythm use for the siding are similar to those existing in appearance;

FOR THESE REASONS,

It is proposed by Councillor Mr. Simon Brochu and resolved unanimously that the Council of the Town of Métis-sur-Mer accepts the recommendations of the Planning Advisory Committee and approves the application as submitted in the documents submitted for the approval of an application for a permit in PIIA area.

11. QUESTION PERIOD

Question period began at 8:17 pm and ended at 8:53 pm.

12. ADJOURNMENT

RESOLUTION #19-05-80

ADJOURNMENT

The agenda being exhausted, it is proposed by Councillor Ms. Rita D. Turriff that this session be adjourned at 8:53 pm.

Carolle-Anne Dubé, Mayor

Stéphane Marcheterre,
Director General and Secretary-treasurer