

(Unofficial version)
DATE: September 24, 2024

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 Pro Mayor, Mavis Hanna, Cr.Dagg, Cr.Elliott ,Cr. Holmes, Cr. Smith & Cr. Younge. Also attending the meeting was Clerk Treasurer Patricia Hobbs

1. **OPENING THE MEETING**

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 consideration

Pro-Mayor Mavis Hanna opened the meeting at 7 :00 p.m.

Public Participation:

2. **ADOPTION OF THE AGENDA**

125-09-2024 Proposed by Cr. Holmes
Seconded by: Cr.Elliott
And unanimously resolved to adopt the agenda of September 24, 2024
Carried

3. **ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF September 10, 2024**

126-09-2024 Proposed by: Cr Smith
Seconded by: Cr. Younge
And is resolved to adopt the minutes of the meeting of September 10, 2024
Carried

4. **MAYOR’S REPORT** - None

5. **CORRESPONDENCE AND INFORMATION**

127-09-2024 5.1 Request from Pontiac High School for Graduation
Moved by: Cr. Smith
Seconded by: Cr. Younge
To donate the same amount of \$200.00 for both the highest achieving girl and boy to be presented at the graduation by the Mayor
Carried.

6. **FINANCIAL REPORT &/OR ACCOUNTS PAYABLE**

Accounts Payable in the amount of \$ 68,072.32 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 10th day of September 2024

Patricia Hobbs
Patricia Hobbs – Clerk Treasurer

128-09-2024 Proposed by Cr. Holmes
Seconded by: Cr. Smith
And is resolved to pay the bills in the amount of \$ 68,072.32

7. COMMITTEE MEETINGS AND REPORTS

7.1 PERSONNEL COMMITTEE
Harrassment Policy Update

WHEREAS every person has the right to evolve in a work environment that protects his or her health, safety and dignity;

WHEREAS the *Act respecting labour standards* requires all employers to adopt and make available a policy for the prevention and management of harassment situations, including a component dealing with conduct of a sexual nature;

WHEREAS the Municipality of Clarendon adopted such a policy on April 9, 2019 and that an update is required following the adoption of the *Act to Prevent and Combat Psychological Harassment and Violence of a Sexual Nature in the Workplace*;

WHEREAS the Municipality of Clarendon is committed to adopting proactive and preventive behaviours with regard to any situation resembling harassment, violence or incivility in the workplace, and to making the entire organization accountable in this regard;

WHEREAS the Municipality of Clarendon neither tolerates nor admits any form of harassment, violence or incivility in its workplace;

WHEREAS it is the responsibility of each member of the municipal organization to contribute to and promote the maintenance of a healthy work environment;

Therefore it is

129-09-2024 Moved by: Cr. Holmes
Seconded by: Cr. Younge
And unanimously resolved ,

THAT the Municipality of Clarendon repeal the Previous Harassment Policy adopted on April 9, 2019

THAT the Municipality of Clarendon adopt the *Amended Harassment Policy*

Carried

7.1 LUP COMMITTEE

- October 10, 2024 Training for the LUP Committee

7.2 TRANSPORTATION COMMITTEE

7.2.1 Salt Tender 3 tenders were received with the following results

Ralph M Lang Custom Inc	\$ 124.00/MT plus taxes
Compass Minerals Canada	\$ 119.60/MT plus taxes
MultiRoutes Inc	\$ 173.50/MT plus taxes

130-09-2024 Moved by: Cr.Smith
Seconded by: Cr.Holmes
And unanimously resolved to accept the lowest tender from Compass Minerals
Carried

7.3.2 Sand Tender

Three Tenders were received with the following results

Les Entreprises Brian Stanton	\$7.17 per MT plus taxes
Campbells Bay Ciment	\$7.13 per MT plus taxes
Mickey McGuire Construction	\$13.75 per MT plus taxes

131-09-2024 Moved by: Cr, Smith

Seconded by; Cr.Holmes

And unanimously resolved to accept the lowest tender from Campbell’s Bay Ciment
Carried

7.3.3 Snowplowing Tenders

Three invitations to tender were sent to the contractors who habitually plow various areas for the Municipality of Clarendon.

132-09-2024 Moved by: Cr. Elliott

Seconded by: Cr. Holmes

To accept the tenders received from these contractors
Carried

7.3.4 PRABAM GRANT RESOLUTION

PRABAM Grant Final Accounting

Whereas, the Municipality has received a grant from the PRABAM in the amount of \$101,253

Whereas, the project of upgrading and renovating the Municipal Garage has been completed

Whereas, the total amount spent on this project was \$111,577.80 (net)

Therefore

133-09—2024 It is moved by: Cr.Younge

Seconded by: Cr.Smith

And unanimously agreed that the Clerk Treasurer and the external auditor prepare and submit the final accounting to the Minister.

Carried

7.3.5 Rumble Strip on Hwy 148

Requests were received from residents to have the rumble strip installed on Hwy 148 where the new paving is located.

134-09-2024 Moved by: Cr. Younge

Seconded by: Cr. Holmes

And unanimously agreed to ask the Mayor to take this issue to the MRC council of Mayors
Carried

7.4 LIBRARY COMMITTEE

7.5 FINANCE COMMITTEE

7.5.1 Resolution to accept Offer of Service for Legal Aid for OLF Directive

A request was received from the Director General to accept an offer of service from BelangerSauve for assistance in drafting the directive for the OLF. 3

135-09-2024 Moved by: Cr. Holmes

Seconded by: Cr. Younge

And unanimously agreed to accept the offer

7.6 FIRE COMMITTEE

7.6.1 – Fire Commission Meeting Update – Discussion Only

7.6.2 – Request from Fire Chief for New Lieutenant Position

136-09-2024 Moved by: Cr. Elliott

Seconded by : Cr Smith

And unanimously resolved to accept a new lieutenant position for the Shawville/Clarendon Fire Dept
Carried

7.7 WASTE MANAGEMENT

7.7.1- Clarendon User Cards

Cards are now available at the transfer station for residents

7.8 COTTAGE ASSOCIATION COMMITTEE

7.9 - CHAMBER OF COMMERCE COMMITTEE

8. Miscellaneous & Discussion

9. ADJOURNMENT

137-09-2024 Motion by Cr. Holmes to adjourn the meeting of September 24, 2024 at 7:50 p.m.

Mayor Edward Walsh

Clerk Treasurer – Patricia Hobbs

