

(Unofficial version)

DATE: February 24, 2026

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 Mayor Edward Walsh, Cr. Elliott, Cr. Younge, Cr Hannaberry, Cr. Holmes & Cr. Hanna. . Also attending the meeting was Clerk Treasurer Patricia Hobbs. Cr. Smith motivated his absence.

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

Mayor Ed Walsh opened the meeting at 7 :00 p.m.

Public Participation: Guy Chenier & Karen Dunlop representing the Quad Club

2. ADOPTION OF THE AGENDA

018-02-2026 Proposed by Cr. Hanna
Seconded by: Cr Holmes
And unanimously resolved to adopt the agenda of February 24, 2026 with the addition of 7.3.4 Frank Palmer regarding surveying

3. ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF January 27, 2026

019-02-2026 Proposed by: Cr. Elliott
Seconded by: Cr. Hanna
And is resolved to adopt the minutes of the meeting of January 27, 2026
Carried

4. MAYOR'S REPORT -

- Ethics Training for Employees on March 12th
- Local Priorities were set with the SQ as follows: 1. Checks at boat launches, 2. Speeding 3. ATV & Ski Doo Patrol
- SPCA contract will be re negotiated this year
 - Inspectors have finished their inspections at the Abbatoir and the opening date is to be determined.

5. CORRESPONDENCE AND INFORMATION

5.1 – Information on Legislative Changes
Information from training on Legislative changes was given by Director General, Patricia Hobbs that included:

- Heritage Inventory approval
- Conditions of a permit will include adherence to the Construction Code

6. FINANCIAL REPORT &/OR ACCOUNTS PAYABLE

Accounts Payable in the amount of \$ 219,574.81 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 day of February 24, 2026

Patricia Hobbs – Clerk Treasurer

020-02-2026 Proposed by Cr Elliott

Seconded by: Cr. Holmes

And is resolved to pay the bills in the amount of \$ 219,574.81

Carried

7. COMMITTEE MEETINGS AND REPORTS

7.1 PERSONNEL COMMITTEE

7.1.1 – FQM Convention Sept 23rd - 26th in Quebec City.

7.2 LUP COMMITTEE

7.2.1 Consolidation Request for 2 parcels of Land

A request was received to consolidate two adjacent parcels of land namely, parcel 5 639 051 and parcel 5 639 052 to form parcel 6 722 323 as per cadastral Plan Minute 20814 dated January 30, 2026.

Whereas, this subdivision is complaint with Subdivision Bylaw 2017-259

Whereas, CPTAQ approval was not sought as this is not a subdivision but a consolidation of 2 contiguous parcels

Whereas, this cadastral operation normalizes the non-conformity related to the residence straddling the joint property line

Whereas, each parcel is zoned AG-33

Whereas, the Land Use and Planning Committee recommend approval of the subdivision plan (meeting of Feb. 5, 2026)

021-02-2026 It is therefore

Moved by: Holmes

Seconded by: Hannaberry

And unanimously resolved to accept the recommendation of the Land Use Planning committee and approve the consolidation

Carried

7.2.2 Conditional Use Approval Request

A conditional Use request was received for touristic shelters on Parcel 6 671 967 and parcel 6 671 967

Whereas, the owner operates an Eco-Agro Tourism Farm in RT2

Whereas, the applicant has subdivided the property at various times to accommodate the construction of additional residences

Whereas, the applicant is a registered farmer

Whereas, the conditional use is for the installation of one or more of the following, but not more than 6 in total

Whereas, As a general guideline, consistent with Bylaw 246-2018 entitled “Allow Complementary Uses to Dwelling in the Agricultural Zone(s)” the following uses are allowed

1. Artisan Workshop
2. Tourist home
3. Tourist hut
4. Tourist Rustic Shelter
5. Yurts, teepees, tree houses, rustic camping (tents) with or without platforms, suspended tents, and other unusual accommodations

Whereas, the total area of the complementary building(s) must not exceed 300 square meters

Whereas, Agritourism and farm-based processing activities are already allowed in the Land Use and Development Plan within all three agricultural land use designations;

Whereas, Pontiac County recognizes the importance of agritourism, gourmet tourism, and farm based processing activities, since these activities are beneficial for farmers as much as for consumers and contribute to Pontiac’s tourist development

Whereas, the tourist accommodation capacity of the Pontiac is limited and this fact is recognized by all stakeholders of the local tourist industry

Whereas, the proposed uses already exist on agricultural property

Whereas, the Land Use and Planning Committee recommends approval of the request (meeting January 8, 2026)

Whereas, the public notice dated January 28, 2026 Volume 144, Issue No 4 was posted with a council meeting date of February 24, 2026 and has provided more than 15 days advance notice

It is therefore

022-02-2026

Moved by: Holmes

Seconded by: Hannaberry

And unanimously agreed to approve the conditional use of placing touristic shelters on parcel 6 671 967 and 6 671 967 with the following conditions:

1. Total square meters of all touristic shelters not to exceed 300 square meters
2. Total number of shelters not to exceed 6
3. Shelters cannot have running water or septic facilities within the structure
4. Existing septic system, supporting the main residence, requires a review and certification, fit for service, given the potential increase in flow
5. Final design, set up and location of each shelter/structure to be approved by the building inspector prior to placement
6. Shelters cannot be located within 100 meters of the front boundary, adjacent to chemin Greermount

7.2.3 New Committee Member – The LUP committee now needs a new member

7.3 TRANSPORTATION COMMITTEE

023-02-2026

7.3.1 Grass Cutting Contract with the MTQ

Moved by: Cr.Hanna

Seconded by: Cr.Holmes

And unanimously agreed to accept the terms of the grass cutting contract with the MTQ in the amount of \$2,400 for the 2026 season

Carried

024-02-2026

7.3.2 TECQ Grant Discussion

Moved by: Cr. Hanna

Seconded by: Cr.Younge

To appoint Cr. Elliott & Cr. Hannaberry to investigate the cost of enlarging the office building to increase energy efficiency and archive requirements.

These councillors will bring a report back to council with a quote.

Carried

7.3.3 Request from ATV Club for Road Access

7.3.4 Surveying Issue – Tabled & Discussed

7.4 LIBRARY COMMITTEE

7.5 FINANCE COMMITTEE

7.6 FIRE COMMITTEE

7.6.1 - Intermunicipal Agreement on Firefighting Services

7.6.2 – New Derby Cars

The Fire Dept would like to replace the Derby Cars, which are used for Derby Car races. The Fire Dept will attempt to use a grant for this purchase, however in the event that a grant is not received the Municipality of Clarendon is being asked to contribute \$3,200.00 towards the purchase.

025-02-2026

Moved by: Cr. Holmes

Seconded by: Cr. Elliott

And unanimously resolved to contribute this amount if needed.

Carried

7.7 WASTE COMMITTEE

7.8 COTTAGE ASSOCIATION COMMITTEE

7.9 - CHAMBER OF COMMERCE COMMITTEE

7. Miscellaneous and Discussion

8.1 – Legal Services Proposal

Whereas the Municipality of Clarendon has proceeded with a request for an offer of legal services in order to evaluate service options and ensure it obtains professional services adapted to its needs;

Whereas the Municipality has received and analyzed a service offer in accordance with the criteria established by the Municipality;

Whereas the Municipal Council deems it to be in the best interests of the Municipality to retain the services of a law firm in order to benefit from legal services that are better adapted, more efficient, and aligned with its current needs;

Consequently, it is

026-02-2026 Moved by : Cr. Hanna

Seconded by Cr. Younge

And unanimously resolved

That the Municipality of Clarendon retain the services of the law firm Cain Lamarre in accordance with the service offer received and the terms described therein.

That the Director General, Patricia Hobbs, be authorized to sign any document necessary to formalize this change in legal representation and to ensure the transfer of files if required.

Carried

8.2 Equilibration of the Assessment roll for the next Triennial Roll 2027-2028 and 2029

027-02-2026 Moved by: Holmes

Seconded by: Younge

And unanimously resolved to proceed with the equilibration of the assessment roll for the next Triennial Roll 2027, 2028, 2029. This process was recommended by the evaluator who observed significant discrepancies between the value levels and that of the selling prices within the municipality. The work carried out within the framework of the equilibration will allow a recovery of the values on the roll and promote the maintenance of tax fairness.

Carried

8.3 DRAFT BYLAW AND NOTICE OF MOTION ENACTING THE CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR ELECTED OFFICIALS 2026-002
Notice of Motion by Cr. Hanna to present the following draft bylaw

CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF CLARENDON

**BYLAW ENACTING THE CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR MUNICIPAL ELECTED OFFICIALS
2026-002**

WHEREAS the Municipal Council adopted, on February 8, 2022, Bylaw No.2022-001 Enacting a Code of Ethics and Professional Conduct for Elected Officials;

WHEREAS, pursuant to section 13 of the *Act respecting ethics and professional conduct in municipal matters*, RLRQ c. E-15.1.0.1 (hereinafter the "LEDMM"), every municipality must, before May 31st. following any general election, adopt a revised code of ethics and professional conduct to replace the one in force, with or without amendments;

WHEREAS it is therefore necessary to adopt a revised code of ethics and professional conduct for elected officials;

WHEREAS the formalities set out in the LEDMM for the adoption of such a revised code have been complied with.

WHEREAS , the Clerk Treasurer states that the purpose of this bylaw is to set out the Municipality's core values in terms of ethics and the rules of professional conduct that must guide the conduct of a person as a member of the council, a committee or commission of the Municipality or, in their capacity as a member of the Municipal Council, of another body;

WHEREAS this bylaw is adopted pursuant to section 13 of the *Act respecting ethics and professional conduct in municipal matters*, CQLR, c. E-15.1.0.1;

THEREFORE, it is

Proposed by : Cr.

Seconded by : Cr.

And resolved to adopt the following bylaw :

1. Declaratory provisions

- 1.1. The title of this bylaw is: *Bylaw Number 2026-002 enacting the Code of Ethics and Professional Conduct for Municipal Elected Officials.*
- 1.2. The preamble forms an integral part of this Code.
- 1.3. The Code does not replace the laws and regulations in force that govern the Municipality and, more generally, the municipal domain. Rather, it is supplementary and complements the various obligations and general duties applicable to municipal elected officials that are provided for in applicable laws and other regulations.
- 1.4. The Code shall not be interpreted as allowing any derogation from the provisions contained in the laws and regulations in force that govern the Municipality, municipal elected officials and, more generally, the municipal domain.

2. Interpretative provisions

This Code shall be interpreted in accordance with the principles and objectives contained in the LEDMM. The rules set out in this Act are deemed to be an integral part of this Code and prevail over any incompatible rule set out in this Code.

In this Code, unless the context indicates a different meaning, the following terms mean:

- a) **"Advantage"**: Whether pecuniary or not, an advantage includes any gift, donation, favor, reward, service, gratuity, hospitality, remuneration, retribution, gain, indemnity, privilege, preference, compensation, benefit, profit, advance, loan, reduction, discount, etc.
- b) **"Code"**: Regulation No. (insert the number of this regulation) enacting the code of ethics and professional conduct for municipal elected officials.
- c) **"Ethics"**: Refers to the set of rules and duties that govern the role of council members, their conduct, their relationships with each other, and their relationships with municipal employees and the general public.
- d) **"Ethics"**: Refers to the set of moral principles that form the basis of council members' conduct, taking into account the values of the municipality.
- e) **"Personal interest"**: Such an interest is linked to the elected official themselves and is distinct from the community they represent.

3. Application of the code

This Code, and more specifically the rules set out herein, guide the conduct of all council members. Certain rules set out in this Code also apply after the term of office of any person who has been a council member.

4. Municipal values

4.1. Integrity

All council members value honesty, rigor, and fairness. They must demonstrate integrity and honesty beyond reproach.

4.2. Prudence in pursuing the public interest

Prudence requires all council members to fulfill their responsibilities in the public interest objectively and with discernment. Prudence involves gathering sufficient information, considering the consequences of one's actions, and examining alternative solutions.

The public interest means making decisions for the greater good of the community and not for private or personal gain at the expense of the public interest.

4.3. Respect and civility toward other members, municipal employees, and citizens

All members promote respect and civility in human relations. They are entitled to respect and civility and act with respect and civility toward all persons with whom they deal in the course of their duties. Civility involves showing courtesy, politeness, and good manners.

4.4. Loyalty to the municipality

Loyalty requires performing one's duties in the best interests of the municipality, with objectivity and independence of mind. It involves setting aside personal interests and disclosing them in a transparent manner, in accordance with applicable rules. In addition, loyalty implies respecting the decisions made by the council.

4.5. The pursuit of fairness

Fairness means demonstrating impartiality, i.e., conducting oneself objectively and independently, and considering the rights of everyone. Fairness requires non-discrimination.

4.6. The honor attached to the duties of a board member

All members uphold the honor associated with their position, which presupposes the constant practice of the five values listed above: integrity, prudence, respect and civility, loyalty, and fairness.

5. Rules of conduct

5.1. Application

The rules set out in this article shall guide the conduct of an elected official as a member of the council, a committee, or a commission:

- a) Of the municipality; or

- b) Another body when sitting in their capacity as a member of the municipal council.

5.2. Object

The purpose of these rules is to prevent:

- a) Any situation of personal interest to a council member that may influence their independence of judgment in the performance of their duties;
- b) Favoritism, embezzlement, breach of trust, or other misconduct.

5.3. Conflicts of interest

- 5.3.1. No member shall act, attempt to act, or fail to act in a manner that favors, in the performance of their duties, their personal interests or, in an abusive manner, those of any other person.
- 5.3.2. No member shall use their position to influence or attempt to influence another person's decision in a manner that favors their personal interests or, in an abusive manner, those of any other person.
- 5.3.3. No member shall solicit, induce, accept, or receive, for himself or herself or for another person, any advantage whatsoever in exchange for taking a position on a matter that may be referred to a council, committee, or commission of which he or she is a member.
- 5.3.4. No member of the council may have a direct or indirect interest in a contract with the municipality, subject to the exceptions provided for in section 305 of the *Act respecting elections and referendums in municipalities*, CQLR, c. E-2.2.
- 5.3.5. No member of the council may participate in deliberations, vote or attempt to influence the vote on a matter in which he or she has a direct or indirect pecuniary interest, subject to the exceptions provided for in section 361 of the *Act respecting elections and referendums in municipalities*, CQLR, c. E-2.2.

6. **Receipt and solicitation of benefits**

- 6.1. No member of the council may solicit, induce, accept, or receive, for himself or herself or for another person, any advantage whatsoever in exchange for taking a position on a matter that may be referred to the council, a committee, or a commission of which he or she is a member.
- 6.2. No member shall accept any gift, hospitality, or other benefit, regardless of its value, that is offered by a supplier of goods or services or that may influence their independence of judgment in the performance of their duties and compromise their integrity.
- 6.3. Any gift, hospitality or other benefit received by a member of the municipal council that is not of a purely private nature or covered by section 6.1 must, when its value exceeds \$200 , be reported in writing by that member to the clerk-treasurer of the Municipality within thirty (30) days of receipt. This report must contain an adequate description of the gift, hospitality, or benefit received, and specify the name of the donor, as well as the date and circumstances of its receipt. The clerk-treasurer shall keep a public record of these declarations.

7. **Use of municipal resources**

No member of the council may use the resources of the municipality or any other body referred to in section 5.1 for personal purposes or for purposes other than activities related to the performance of their duties.

This prohibition does not apply when a council member uses, on non-preferential terms, a resource made available to citizens.

8. **Use and disclosure of confidential information**

No member shall use, disclose, or attempt to use or disclose, either during or after their term of office, information obtained in the course of or in connection with the performance of their duties that is not generally available to the public, for the purpose of promoting their personal interests or those of any other person.

9. **After term of office**

Within twelve (12) months after the end of their term of office, a council member is prohibited from

holding a position as a director or officer of a legal entity, a job, or any other position such that they or any other person derives an undue advantage from their previous duties as a member of the municipal council.

10. Breach of trust and embezzlement

A member is prohibited from misappropriating property belonging to the municipality for his or her own use or for the use of a third party.

11. Announcement at a political fundraising event

No member of the council may announce, at a political fundraising event, the completion of a project, the conclusion of a contract, or the awarding of a grant by the city unless a final decision regarding the project, contract, or grant has already been made by the competent authority of the municipality.

12. Respect and civility

No council member may behave in a disrespectful manner toward other municipal council members, municipal employees, or citizens by using, in particular, vexatious, disparaging, or intimidating words, writings, or gestures, or any form of incivility of a vexatious nature.

13. Honor and dignity

No member may engage in conduct that undermines the honor and dignity of the office of elected official.

14. Interference

- .1 A council member may not interfere in the day-to-day administration of the Municipality or give instructions to municipal employees, except when making a decision in a public meeting of the municipal council. In such cases, the instructions are implemented among municipal employees by senior management.
- 2 It is understood that a council member who is a member of a committee or commission formed by the municipal council or who is mandated by the municipal council to represent the Municipality in a particular matter may, however, be required to collaborate with senior management and municipal employees. Such collaboration is limited to the mandate assigned to the council member by the municipal council.
- 3 Under no circumstances may this provision be applied or interpreted in such a way as to limit the mayor's right of supervision, investigation, and control vested in him or her by law.
- 4 All council members must forward any complaints they receive to the municipal director general, who will take appropriate action. If the complaints concern the director general, he or she shall refer them to the mayor.

15. Control mechanism

Any breach of a rule set out in this Code by a member of the municipal council may result in the following sanctions:

- 15.1. A reprimand;
- 15.2. Participation in training on ethics and professional conduct in municipal matters, at the council member's expense, within the time limit prescribed by the Commission municipale du Québec;
- 15.3. Within thirty (30) days of the decision of the Commission municipale du Québec, the member must return to the municipality:
 - a) The gift, hospitality or benefit received or the value thereof;
 - b) Any profit made in contravention of a rule of this Code;
- 15.4. Reimbursement of any remuneration, allowance, or other sum received for the period determined by the Commission municipale du Québec as a member of the council, a committee, or a commission of the municipality or an organization referred to in section 4.1;
- 15.5. A penalty of up to \$4,000 to be paid to the municipality;
- 15.6. Suspension of the municipal council member for a period not exceeding ninety (90) days, which suspension may continue beyond the day on which his term of office ends if he is re-elected in an election held during his suspension and the suspension has not ended on the day on which

his new term of office begins.

When a member of the municipal council is suspended, they may not perform any duties related to their position as a council member and, in particular, may not sit on any council, committee, or commission of the municipality, or in their capacity as a member of a council of the municipality or another body, nor may they receive any remuneration, allowance, or other sum from the municipality or such body.

16. Replacement

This bylaw replaces Bylaw No.2022-001

17. Effective

This bylaw comes into force in accordance with the law.

8.4 – Arena Discussion

Moved by: Cr. Younge

Seconded by: Cr. Hannaberry

028-02-2026 And unanimously agreed that the following statement be sent to all interested parties to clarify the position of the Municipality of Clarendon in discussions regarding the Shawville Arena.

“Provided a long term lease is secured; the Municipality of Clarendon is prepared to contribute towards an upgrade of the operational equipment of the Shawville Community Center. We are eager to work with all who share our vision of the existing arena. We, however, will not support the building of any new arena in our entire region. “

Carried

9. ADJOURNMENT

029-02-2026 Motion by Cr Holmes to adjourn the meeting of February 24, 2026 at 9:40 p.m.

Mayor Edward Walsh

Clerk Treasurer – Patricia Hobbs

