

# PROJECT

A regular meeting of the municipality of Shigawake was held on May 3<sup>rd</sup>, 2021 at 7:00 p.m. via videoconference and at the municipal hall.

Are present: Mayor Colette Dow (videoconference)  
Councillors Marcel Gagnon, Georgette Chapados, Joseph Blais, and Rolande Beebe Video conference:  
Nancy Skene

Also attending the meeting were Maria Marroquin, Director General and Secretary-Treasurer, acting as assembly secretary, and Éxoré Duguay, municipal inspector

CONSIDERING Decree Number 177-2020 of March 13, 2020, which declared a state of health emergency throughout Quebec for an initial period of ten days.

CONSIDERING subsequent decrees extending this state of emergency until May 6<sup>th</sup>, 2021.

CONSIDERING Ministerial Order 141-2021, dated February 27, 2021, by the Minister of Health and Social Services, which states that any meeting can be held in a means by which all members can communicate immediately with each other.

CONSIDERING that according to the same order, where the law stipulates that a sitting must be public, it must be publicized as soon as possible by any means by which the public can know the content of the discussions between the participants and the outcome of the members' deliberations.

CONSIDERING that it is in the public interest and to protect the health of the public, board members and municipal officers that this meeting be held in camera and that board members and officers be allowed to attend and participate, deliberate and vote at the meeting by teleconference.

IN CONSEQUENCE, it is proposed by Councilor Gagnon, supported by Councilor Blais and unanimously resolved by the members of the councillors present: "Let this meeting be held in camera and that council members and municipal officers can participate by teleconference and videoconference or in person."

## **Adoption of the agenda**

RESOLUTION  
2021.05.45

The agenda was read and adopted on a motion by Councillor Gagnon, supported by Councillor Blais, unanimously resolved.

1. Agenda and adoption
2. Minutes and adoption
3. Bills payable and adoption
4. Correspondence/Donations
  - TéléVag membership
  - Resolution approval of loan by-law 2021.01 Avignon-Bonaventure
  - Intermunicipal waste management
  - Report
5. Report municipal inspector
6. Resolution sale for taxes 2020
7. Resolution TEQC – to mandate the firm LEF for the geotechnical study for the repair of Traverse lane in part. Cost 4 280.00\$
8. Resolution adoption of by-law 2021-04 regarding the authorizations and breakdowns of municipal roads caused by forest work on the municipal territory.

The French version will take precedence over the English translation.

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9. Notice of Motion.
10. Resolution for proposed by-law 2021-05 amending by-law number 148 « Urban planning » of the Municipality of Shigawake
11. Notice of Motion.
12. Resolution for proposed by-law 2021-06 amending by-law number 2019.10.04 on contract management.
13. Resolution Day camp
14. Resolution request for exclusion of Lot 5 953 555 (enterprise 9250-0784 Québec Inc. (garage Robinson))
15. Resolution application for financial assistance
16. Resolution municipal warehouse
17. Resolution FAIR project
18. Resolution employment Canada
19. Resolution cutting of branches.
20. Resolution CCU committee

## **Adoption of the minutes**

RESOLUTION  
2021.05.46

The Council states that it received and read the verbal proceedings of the regular meeting of April 6<sup>th</sup> and the extraordinary meeting of April 9<sup>th</sup>, 2021, and they were adopted on a motion by Councilor Beebe, supported by Councilor Chapados, and was unanimously resolved

## **Bills payable and adoption**

RESOLUTION  
2021.05.47

It was proposed by Councilor Chapados, supported by Councilor Blais, unanimously resolved, that the accounts, certificate number 05-2021 in the amount of \$41,838.53, certificate number 05A-2021 in the amount of \$12,288.87, be accepted and the Director General can pay them.

## **Correspondence/Donations**

RESOLUTION  
2021.05.48

### **TÉLÉVAG membership**

It was proposed by Councilor Blais, supported by Councilor Gagnon, unanimously resolved, that the municipality renew their membership with Televag for the year 2021-2022. Cost \$50.00

RESOLUTION  
2021.05.49

**Approval of by-law 2021-01 Avignon-Bonaventure Intermunicipal waste management decreeing an expense of no more than \$7,015,000 and a loan of the same amount for the acquisition and assumption of the technical landfill located in the municipality of Saint-Alphonse and owned by the latter.**

**WHEREAS** the Municipality of Shigawake is a member of the Avignon-Bonaventure Intermunicipal Waste Management Authority (RGMRA).

**WHEREAS** On April 27, 2021, after notice of motion duly given on April 22, 2021, the Avignon-Bonaventure Intermunicipal Waste Management Authority resolved to adopt a loan by-law decreeing an expense and a loan amounting to \$7,015,000, so that it could proceed with the acquisition and assumption of the technical landfill located in the municipality of Saint-Alphonse and owned by the latter, thus freeing the Municipality of Saint-Alphonse and all the cities and municipal parties from the 2006 agreement on the provision of waste treatment services, of which the Municipality is a member, from their respective obligations agreed to in this agreement;

**WHEREAS** the Municipality of Shigawake has received a copy of this by-law bearing the number 2021-01 within 15 days of its adoption.

**WHEREAS** this is the municipality's first regular meeting since loan by-law 2021-01 was received.

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**WHEREAS** the Municipality of Shigawake, in accordance with Section 607 of the Municipal Code (or 468.38 of the Cities and Cities Act), approves the loan by-law 2021-01 of the Avignon-Bonaventure Intermunicipal Waste Management Authority and advises it by providing a copy of this resolution.

**IN CONSEQUENCE**, it is proposed by Councilor Beebe, supported by Councilor Blais, is unanimously resolved, THAT the Municipality of Shigawake approves loan by-law 2021-01 of the Avignon-Bonaventure Intermunicipal Waste Management Authority and that the Secretary-Treasurer of the municipality, Maria Marroquin, sends a copy of this resolution to the Secretary of the RGMRA

## **Reports**

DG – No accumulated hours for the month of April

## **Municipal inspector report**

### **Resolution sale for taxes 2020**

RESOLUTION  
2021.05.50

It was proposed by Councilor Beebe, supported by Councilor Blais, and unanimously resolved that Maria Marroquin, Director General of the Municipality of Shigawake, be allowed to bid and acquire, for and on behalf of the municipality of Shigawake, the buildings located on the territory of the municipality of Shigawake and put up for sale for municipal and/or school taxes.

The sale will take place at the Town hall of the Municipality of New Carlisle on Thursday, May 13, 2021 at 10 a.m. at 138 Gérard-D.-Levesque, New Carlisle (QC) G0C 1Z0.

The Shigawake municipal Council having been informed that it could incur an invoice of \$13,450 plus notary fees and Final Act makes the decision and authorizes the agent to waive the total amount.

### **Resolution professional service offer**

RESOLUTION  
2021.05.51

It was proposed by Councilor Gagnon, supported by Councilor Blais, and unanimously resolved that the municipality accept the bid of the firm **LER** for the geotechnical studies for the repair of Travers Lane in part.

The cost of the study is \$4,280.00 before taxes.

### **By-Law 2021-04**

#### **Regarding the authorizations and breaking of Municipal roads caused by forest works on the territory of the Municipality of Shigawake**

RESOLUTION  
2021.05.52

**CONSIDERING** the Municipal Competency Act.

**CONSIDERING** that the Municipality of Shigawake invested significant sums of money to keep its roads in good condition.

**CONSIDERING** that during forestry work, the machinery used operates on these roads.

**CONSIDERING** that during forest work, trucks used to transport harvested timber use these roads.

**CONSIDERING** that considerable damage is done during these operations.

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**CONSIDERING** that A notice of motion in this regulation was duly given at an earlier regular meeting.

**IN CONSEQUENCE**, it is proposed by Councilor Beebe, supported by Councilor Skene, and unanimously resolved.

## **ARTICLE 1      PREAMBULE**

The preamble is an integral part of this by-law.

## **ARTICLE 2**

The council hereafter decrees that the following roads will be closed during the winter season (see resolution);

Le conseil décrète par les présentes que les chemins suivants seront fermés durant la saison hivernale (voir résolution du conseil municipal) ;

<b>Vautier's Lane (132 to 2<sup>nd</sup> range)</b>	<b>4<sup>th</sup> Range east (to Port-Daniel)</b>
<b>Route Huard (3<sup>rd</sup> to 4<sup>th</sup> range)</b>	<b>Route Huard (4<sup>th</sup> range to 5<sup>th</sup> range)</b>
<b>Joe Dow's Lane (to 3<sup>rd</sup> range)</b>	<b>5<sup>th</sup> Range (to 6<sup>th</sup> range)</b>
<b>Sullivan's Lane (to 4<sup>th</sup> range)</b>	<b>5<sup>th</sup> Rang (to St-Godefroi)</b>
<b>2<sup>nd</sup> Range (Travers to Kruse)</b>	<b>6<sup>th</sup> Rang (to Port-Daniel)</b>
<b>Wharf</b>	<b>Kruse's Lane (train track au 2<sup>nd</sup> range)</b>
<b>Wiseman road</b>	

## **ARTICLE 3**

A written request must be made to the Municipality of Shigawake for the removal of snow from one or more roads or part of the road closed either by individual and/or legal person.

## **ARTICLE 4**

The Municipality of Shigawake will require the applicant to meet the following conditions.

1. Obtain a resolution from the Municipality of Shigawake allowing them to clear snow.
2. Have valid liability insurance of at least \$2 million for the duration of the contract and other protections for all other hazards.
3. Commits to maintaining the affected road or roads safely and in accord to the rules of the art.
4. Must provide abrasives (salt and sand) and road signs required (mandatory stops, slow traffic, etc.) to ensure the safety of users.
5. Will have to respect the statutory annual thaw period, i.e., no transport will be allowed during this period.
6. Commits to complying with all laws and regulations in force in Quebec.
7. Will have to sign a contract with the Municipality.

## **ARTICLE 5**

The purpose of this regulation is to ensure that, for any damage caused by forest work on the municipality's territory, the costs of repairs carried out to restore the roads in good condition are charged to the owners of the land concerned.

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## **ARTICLE 6**

The work will have to be done in accordance with the other uses allowed in these roads.

## **ARTICLE 7**

The Municipality reserves the right to accept or refuse any application for authorization submitted to it under this by-law.

## **ARTICLE 8**

This regulation comes into effect in accordance with the law.

## **Notice of Motion**

RESOLUTION  
2021.05.53

### **By-law 2021.05**

Mr. Joseph Blais Councilor advises that at a subsequent meeting of the Shigawake Municipal Council, by-law 2021.05 amending Regulations 148 (Urbanism Plan) of the Municipality of Shigawake will be adopted.

The purpose and consequence of this regulation is to replace the Land Use Plan AF-2009-06.13 of the Municipality of Shigawake with plan number AF-2020-06.13 in accordance with the revised Development and Sustainable Development Scheme of the MRC of Bonaventure.

An exemption from reading is requested as a copy of these Regulations is given to each member of the Council.

### **Adoption of proposed by-law 2021.05**

#### **Modifying by-law 148**

#### **« Urbanism plan » for the Municipality of Shigawake**

RESOLUTION  
2021.05.54

It was proposed by Councillor Georgette Chapados, supported by Councillor Rolande Beebe, and unanimously resolved that the draft of by-law 2021.05 amending Regulations 148 (Urbanism plan) of the Municipality of Shigawake be adopted.

The public and organizations of the Municipality of Shigawake will be solicited by a 15-day written consultation following the posting of the public notice of the proposed by-law 2021.05.

This proposed by-law 2021.05 will be available for consultation on the Shigawake Municipality website at [municipalityshigawake.com](http://municipalityshigawake.com).

A public consultation meeting will be held on Monday, May 24, 2021, starting at 7 p.m. at the municipal hall.

This document is available at the Shigawake Municipality office for consultation.

### **Public notice of written consultation and public assembly of PROPOSED by-law 2021.05**

#### **Modifying by-law 148**

#### **« Urbanism plan » for the Municipality of Shigawake**

TO ALL THOSE WHO ARE QUALIFIED TO VOTE AND WHO MAY BE INTERESTED IN THE PROPOSED BY-LAW 2021.05 AMENDING THE TOWN PLANNING PLAN OF THE MUNICIPALITY OF SHIGAWAKE

The French version will take precedence over the English translation.

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**PUBLIC NOTICE** is hereby given by the undersigned:

**THAT** Municipal Council, in response to the adoption by resolution number 2021.05.54 at the regular meeting of May 3, 2021, of the proposed by-law number 2021.05 amending the Shigawake Municipality **Urbanism Plan**, will hold a written consultation 15 days after this public notice is posted in accordance with the Act.

**THAT** the purpose and consequence of the proposed by-law is to replace the Land Use Plan AF-2009-06.13 of the Municipality of Shigawake with plan number AF-2020-06.13 in accordance with the revised Development and Sustainable Development Scheme of the MRC of Bonaventure.

**IT** will be possible to consult the said proposed by-law at the Shigawake Municipal office during regular business hours and on the Shigawake Municipal website at the following address [municipalityshigawake.com](http://municipalityshigawake.com).

You can send your comments by email to the following email address [shigawake@navigue.com](mailto:shigawake@navigue.com) or by mail to the municipality at the following mailing address 180 Route 132, Shigawake (Quebec) G0C 3E0.

**DURING** this written consultation, the Municipality of Shigawake will be able to explain the proposed by-law and the consequences of their adoption.

**THAT** a public meeting following the 15-day written consultation and during which the Mayor (or another Council-appointed member) will explain the proposed by-law and the consequences of its adoption and hear from those who wish to speak about it will take place on Monday, May 24, 2021, starting at 7 p.m. in the municipal hall.

## **Notice of Motion** **By-law 2021.06**

RESOLUTION  
2021.05.55

Councilor Rolande Beebe advised that at a subsequent meeting of the Shigawake Municipal Council, by-law 2021.06 amending by-law 2019.10.04 on the contractual management of the Municipality of Shigawake would be adopted.

The purpose and consequence of this by-law is to comply with section 124 of Bill 67, passed on March 25, 2021. The municipality has an obligation to include measures in the contract management regulation, effective June 25, 2021, until June 25, 2024, that favor Quebec goods and services as well as suppliers, insurers and contractors who have a facility in Quebec.

An exemption from reading is requested as a copy of this by-law is given to each member of the Council.

## **Resolution proposed by-law 2021.06 modifying by-law 2019.10.04 on contract management.**

RESOLUTION  
2021.05.56

It is proposed by Councilor Blais, supported by Councilor Beebe, and unanimously resolved,

**WHEREAS** by-law 2021.06 on Contract Management was adopted by the Municipality on June 7, 2021, section 938.1.2 of the Quebec Municipal Code ('C.M.') (or section 573.3.1.2 of the Cities and Cities Act ('L.C.V.)).

**WHEREAS** the Act establishing a new development regime in lake and stream flood zones, temporarily granting municipalities powers to meet certain needs, and amending various provisions (L.Q. 2021, Chapter 7) was sanctioned on March 25, 2021.

**WHEREAS** in the context of the COVID-19 pandemic, Section 124 of the Act provides that for a period of three (3) years, effective June 25, 2021,

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**WHEREAS** in the context of the COVID-19 pandemic, section 124 of the Act provides that for a period of three (3) years, effective June 25, 2021, municipalities will have to provide measures to favor Quebec businesses for any contract that involves an expenditure below the threshold for the expenditure of a contract that can only be awarded after a public tender.

**WHEREAS** a notice of motion was given, and a proposed by-law was tabled and presented at the May 3<sup>rd</sup>, 2021 meeting.

As a result, it is proposed by: \_\_\_\_\_ and supported by: \_\_\_\_\_ and unanimously resolved that this by-law be adopted and that.

## **IT BE ORDERED AND SAID AS FOLLOWS:**

1. Section 2 of this Regulation is effective from June 25, 2021, or the day this Regulation comes into effect, according to the latest of these two dates, and remains so until June 25, 2024.
2. Contract Management Regulations 2021.06 are amended by the addition of the following section:
  - 10.1 Without limiting the principles and measures set out in this Regulation for supplier rotation, in the context of the awarding of any contract that involves an expenditure below the threshold of the expenditure of a contract that can only be awarded after a request for public tenders, the municipality must favor Quebec goods and services as well as suppliers, insurers and contractors who have an establishment in Quebec. An establishment in Quebec, within the meaning of this section, is any place where a supplier, insurer or contractor operates permanently that is clearly identified in its name and accessible during normal business hours. Quebec goods and services are goods and services, the majority of which are designed, manufactured, assembled, or realized, mostly from an establishment located in Quebec. The Municipality, in deciding on the award of a contract covered by this article, considers the principles and measures set out in terms of rotation of potential suppliers and more specifically detailed to the articles of the regulation, subject to the necessary adjustments to the local purchase.

This regulation comes into force in accordance with the Law.

### **Resolution Day camp 2021**

RESOLUTION  
2021.05.57

It was proposed by Councilor Beebe, supported by Councilor Skene, and unanimously resolved that the municipality appropriate an amount of \$25,000 of the accumulated surplus to create a budget for the municipal day camp for the 2021 summer season. The municipality accepts Tracy Wylie as coordinator.

The rate is \$16.00/hour for 40 hours weeks, for a total of 9 weeks. The Day Camp will be held at the Shigawake Community Centre in collaboration with the Anglican Church. The coordinator will be in charge of :

- Organize camp preparation, including inventory, registration, documentation, and communication.
- Help in recreational development and organize camp programs.
- Prosper in the camp environment; inspiring positive teamwork, problem solving and communication between camp staff and volunteers.
- Ensured that all sanitary measures are strengthened for a safe environment for all.

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- Usefully integrates with people by providing them with support through active listening.
- Plan and coordinate outings (with parent's permission)
- Act as a liaison between parents, campers, and volunteers.
- Collect, medical information from campers, staff and volunteers.

A job offer will be sent for 2 summer students.

## **Resolution request for exclusion of Lot 5 953 555 (enterprise 9250-0784 Québec Inc. (garage Robinson))**

RESOLUTION  
2021.05.58

It was proposed by Councilor Chapados, supported by Councilor Skene, unanimously resolved that:

**CONSIDERING** that 9250-0784 Quebec Inc (Garage Robinson) has applied to use part of Lot 5,953,555 for commercial purposes, totaling 5154 square meters.

**CONSIDERING** that the Agricultural Land Protection Commission (**CPTAQ**) has ruled this application inadmissible on record 430948, since an individual or business cannot apply for commercial use of a lot adjacent to the non-agricultural area.

**CONSIDERING** that in such circumstances, the municipality must apply for exclusion from the agricultural zone.

**CONSIDERING** that the exclusion of the site would allow the development of the commercial activities of the Robinson Garage which is positive for the economic development of our municipality.

**CONSIDERING** that this expansion can only take place on the site covered by the application and that in this case, there is no site available outside the agricultural area to carry out the project.

**CONSIDERING** that under section 62 of the Land and Agricultural Activities Protection Act, an authorization from the **CPTAQ** would not have a negative impact on the territory and agricultural activities for the following reasons:

- The affected site is wooded and has not been cultivated since the Agricultural Land Protection Act applied in the area.
- The area covered is restricted and bounded by the non-agricultural area on the south side, and wooded areas to the east and north.
- The intended use will not impose additional constraints on existing agricultural activities and the development of these agricultural activities.
- There is no active animal production facility that could be affected by an application authorization due to the current presence of the non-agricultural area along Highway 132.
- An authorization would have no negative effect on the homogeneity of the community and the farm, considering the location of the parcel that is well backed to the non-agricultural area.

**IT IS RESOLVED** apply for exclusion to the CPTAQ for the portion of Lot 5,953,555 of the Quebec Land Registry.

**\*Note: Councillor Beebe withdraws from the vote.**

The French version will take precedence over the English translation.



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RESOLUTION  
2021.05.59

## **Resolution municipal warehouse**

It was proposed by Councilor Beebe, supported by Councilor Blais, was unanimously resolved, that the municipality apply for a bid for the construction of a warehouse shell and electricity.

**\*Note :** The mayor exercised her right to VETO on resolution 2021.05.59 municipal warehouse, after the council requested new bids. The resolution will be put back on the June agenda.

RESOLUTION  
2021.05.60

## **Resolution F.A.I.R. project**

It was proposed by Councilor Beebe, supported by Councilor Blais, unanimously resolved that the Municipality of Shigawake accept the F.A.I.R. 2021 project. It will last 16 weeks. The salary will be **\$15.00** per hour for 35 hours per week.

The Director General has the authority to sign all documents relating to the project. The difference of **\$1,400.00** is assumed by the Municipality.

Director to publish job offer.

RESOLUTION  
2021.05.61

## **Resolution employment Canada**

It was proposed by Councilor Beebe, supported by Councilor Chapados, was unanimously resolved, that the Director General request a change of description for the student employment project to office assistant at day camp.

RESOLUTION  
2021.05.62

## **Resolution municipal warehouse**

It was proposed by Councilor Gagnon, supported by Councilor Blais, unanimously resolved, that the Municipality ask the municipal inspector to check the branches near the power lines. The director general will hire a company accredited by Hydro Quebec for the cutting.

RÉSOLUTION  
2021.05.63

## **Resolution CCU committee**

It was proposed by Councilor Blais, supported by Councilor Chapados, was unanimously resolved, that the Municipality of Shigawake create a CCU committee.

The committee will consist of two (2) council members (Rolande Beebe and Nancy Skene) and two (2) residents of the municipality, the Director General, the Assistant Secretary and the Municipal Inspector will complete the committee.

Assembly closes - Councilor Blais at 9:30 p.m.

In signing the minutes, the Mayor acknowledges that each of the resolutions contained in it has been executed.

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Colette Dow, Mayor

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Maria Marroquin, Director General

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