

Minutes of the ordinary meeting of the council of the Municipality of the Township of Harrington this 9<sup>th</sup> day of May 2022 at 7:00 p.m.

Present and having quorum, were councillors: Chantal Scapino, Julie James, Daniel St-Onge, Richard Francoeur, Gerry Clark and the mayor Pierre Richard.

The councillor Robert Dewar is absent.

The director general France Bellefleur is present.

### **Agenda**

#### **1. Opening of the meeting**

#### **2. Adoption of the Agenda**

#### **3. Question period**

#### **4. Mayor's report**

#### **5. Approval of the minutes of the previous meetings**

5.1 Ordinary meeting of April 11<sup>th</sup> 2022

5.2 Extraordinary meeting of April 28<sup>th</sup>, 2021

#### **6. Notice of motion and by-law**

6.1 Adoption of By-Law number 294-2022 enacting the code of ethics and deontology for employees of the Municipality of Township of Harrington

#### **7. Public security**

7.1 Filing of the fire department activity report for the month of April 2022

7.2 Statement of a potentially dangerous dog

#### **8. Filing of the number of permits and authorization certificates approved and issued for the month of april 2022.**

#### **9. Financial and administrative management**

9.1 Filing of the financial report for the month of April 2022

9.2 Filing of the report of expenses authorized by department Directors

9.3 Approval of bills to be paid and bills paid for the month of April 2022

9.4 Adoption of the 2021 financial report and report of the independent auditor

9.5 Budget transfers

#### **10. Town planning and environment**

10.1 N/A

#### **11. Recreation and culture**

11.1 N/A

## **12. Administration**

12.1 Hiring of one (1) employee in prevention and fire safety under Emplois d'été Canada financial assistance program

12.2 Declaration of participation by elected officers in mandatory training on ethics and deontology for elected officers

12.3 Membership of the Insurance Program for Non-Profit Organizations of the Union des municipalités du Québec (UMQ)

12.4 Appointment of the director general and clerk-treasurer, Mrs. France Bellefleur, to sit on the RCM Argenteuil Vitalization Committee

## **13. Road department**

13.1 Grant of contract regarding the acquisition and spreading of liquid calcium chloride 35% for designated municipal roads, for the year 2022

13.2 Authorization to purchase a utility truck for the department of public works

## **14. Question period**

## **15. Correspondence**

15.1 N/A

## **16. Closure of the regular sitting**

### **1. Opening of the meeting**

The mayor Pierre Richard welcomes you. The quorum being established, the mayor declares the ordinary meeting open at 7:00 p.m. and adds that the recording of the meeting is in progress.

**2022-05-R096**

### **2. Adoption of the Agenda**

It is moved by councillor Gerry Clark

And carried that the agenda be adopted as presented.

**ADOPTED UNANIMOUSLY**

### **3. Question period**

### **4. Mayor's report**

Mr. Pierre Richard, Mayor, informs those present on certain files and on the activities that he has attended during the month of April 2022.

**5. Approval of the minutes of the previous meetings**

2022-05-R097

**5.1 Ordinary meeting of April 11<sup>th</sup> 2022**

**TAKE NOTICE** that a copy of the minutes was given to each member of the municipal council;

**CONSEQUENTLY,**

It is moved by councillor Daniel St-Onge

And carried to adopt the minutes of the ordinary meeting of council held on April 11<sup>th</sup> 2022.

**ADOPTED UNANIMOUSLY**

2022-05-R098

**5.2 Extraordinary meeting of April 28<sup>th</sup>, 2021**

**TAKE NOTICE** that a copy of the minutes was given to each member of the municipal council;

**CONSEQUENTLY,**

It is moved by councillor Richard Francoeur

And carried to adopt the minutes of the ordinary meeting of council held on April 28<sup>th</sup> 2022.

**ADOPTED UNANIMOUSLY**

**6. Notice of motion and by-law**

2022-05-R099

**6.1 Adoption of by-Law number 294-2022 enacting the code of ethics and deontology for employees of the Municipality of Township of Harrington**

**WHEREAS** *the Municipal Ethics and Deontology Act (LEDMM)*, assented to on December 2<sup>nd</sup>, 2010, created the obligation for all local municipalities to adopt a code of ethics and deontology that sets out the main values of the Municipality in terms of ethics and the rules that must guide the conduct of employees;

**WHEREAS** the Act to amend the *Act respecting elections and referendums in municipalities, the Act respecting ethics and professional conduct in municipal matters and various legislative provisions*, commonly known as "PL 49" and sanctioned on November 5, 2021,

requires the addition of a rule relating to the receipt of a gift or advantage by an employee;

**WHEREAS**, in accordance with Article 18 of the LEDMM, any decision relating to the adoption of the Code of ethics and professional conduct is taken by a by-law;

**WHEREAS** a notice of motion was given at a special council meeting held on April 28<sup>th</sup>, 2022;

**WHEREAS** the adoption was preceded by the presentation and filing of a draft by-law dated April 28<sup>th</sup>, 2022 as well as an employee consultation on the draft by-law held on May 2<sup>nd</sup>, 2022;

**WHEREAS**, in accordance with section 12 of the said Act, a public notice containing a summary of the draft regulation was published on April 28<sup>th</sup>, 2022;

**WHEREAS** council deems it appropriate, essential and in the public interest to comply with the requirements of the Act by amending the Code of ethics and professional conduct for municipal employees;

**CONSEQUENTLY,**

It is moved by councillor Gerry Clark

And carried to adopt by-law number 294-2022, regarding the adoption of the code of ethics and professional conduct for the employees of the Municipality of the Township of Harrington.

**ADOPTED UNANIMOUSLY**

**BY-LAW NUMBER 294-2022 ENACTING THE CODE OF ETHICS AND DEONTOLOGY FOR EMPLOYEES OF THE MUNICIPALITY OF THE TOWNSHIP OF HARRINGTON**

**WHEREAS** *the municipal ethics and deontology Act* (LEDMM), assented to on December 2<sup>nd</sup>, 2010, created the obligation for all local municipalities to adopt a code of ethics and deontology that sets out the main values of the Municipality in terms of ethics and the rules that must guide the conduct of employees;

**WHEREAS** the Act to amend the *Act respecting elections and referendums in municipalities, the Act respecting ethics and professional conduct in municipal matters and various legislative provisions*, commonly known as "PL 49" and assented to November 5<sup>th</sup>, 2021, requires the addition of a rule relating to the receipt of a gift or advantage by an employee;

**WHEREAS**, in accordance with Article 18 of the LEDMM, any decision relating to the adoption of the code of ethics and professional conduct is taken by a by-law;

**WHEREAS** a notice of motion was given at a council meeting held on April 28<sup>th</sup>, 2022;

**WHEREAS** the adoption was preceded by the presentation and filing of a draft by-law dated April 28<sup>th</sup>, 2022 as well as an employee consultation on the draft by-law held on May 2<sup>nd</sup>, 2022;

**WHEREAS** in accordance with section 12 of the said Act, a public notice containing a summary of the draft regulation was published on April 28<sup>th</sup>, 2022;

**WHEREAS** council deems it appropriate, essential and in the public interest to comply with the requirements of the Act by amending the code of ethics and professional conduct for municipal employees;

**FOR THESE REASONS,**

**THE COUNCIL OF THE MUNICIPALITY OF HARRINGTON  
DECREES AS FOLLOWS;**

**Article 1 Preamble**

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

**Article 2 Purpose**

The purpose of this by-law is to replace the code of ethics and professional conduct for employees of the Municipality, in particular, to add a clarification concerning gifts and benefits received by a municipal employee.

**Article 3 Code of Ethics and Professional Conduct for Employees**

The code of ethics and professional conduct for employees of the Municipality of the Township of Harrington, attached as appendix A is adopted.

**Article 4 Acknowledgment of the Code of Ethics and Professional Conduct**

A copy of the code of ethics and professional conduct is given to each employee of the Municipality. The employee must certify to the director general, on the form provided for this purpose that he has received a copy and has read it within ten (10) days of receipt. The completed certificate is placed in the employee's file.

The mayor receives a copy of the certificate from the director general and clerk-treasurer.

**Article 5 Replacement**

This by-law replaces the following by-laws:

- By-law number 208-2012 aimed at adopting the code of ethics and professional conduct for municipal employees adopted on November 5, 2012;

- By-law number 263-2016 amending by-law 208-2012 aimed at adopting the code of ethics and professional conduct for employees of the Municipality of the Township of Harrington adopted on September 23<sup>rd</sup>, 2016;

- By-law number 263-2-2018 modifying by-law 208-2012 as amended, the purpose of which is to adopt the code of ethics and professional conduct for employees of the Municipality of the Township of Harrington, adopted on October 15<sup>th</sup>, 2018.

Any mention or reference to a code of ethics and conduct for municipal employees, whether in a by-law, resolution, policy, contract, etc., is deemed to refer to this by-law.

## **Article 6 Entry into force**

This by-law comes into force in accordance with the law.

# **ANNEX A CODE OF ETHICS AND DEONTOLOGY OF MUNICIPAL EMPLOYEES**

## **1. Presentation**

This "Code of ethics and professional conduct for municipal employees of the Municipality of the Township of Harrington" is adopted under articles 2, 16 and 18 of the *Act respecting ethics and professional conduct in municipal matters (L.R.Q, c .E-15.1.0.1)*.

Under the provisions of this law, the Municipality of the Township of Harrington must adopt by a by-law a code of ethics and professional conduct for municipal employees which sets out the main values of the Municipality in terms of ethics and the rules which must guide their conduct according to the application and control mechanisms provided for this purpose.

## **2. Values**

2.1 The values of the Municipality in terms of ethics are:

- 1° the integrity of municipal employees;
- 2° the honor attached to the duties of an employee of the Municipality;
- 3° prudence in the pursuit of the public interest;
- 4° respect and civility towards the members of the municipal council, the other employees of the Municipality and the citizens, including during communications on the web and social media;
- 5° loyalty to the Municipality;
- 6° the search for equity.

2.2 All employees must demonstrate integrity, honesty, objectivity and impartiality in the performance of their duties.

2.3 The values set out in this Code should guide any employee to whom they apply in assessing the ethical rules that apply to him, from a perspective of public interest.

## **3. The general principle**

3.1 The employee must carry out his duties and organize his professional activities in such a way as to preserve and maintain public confidence in the Municipality.

## **4. Objectives**

4.1 The rules provided for in this Code are intended to prevent, in particular:

- 1° any situation where the personal interest of the employee may influence his independence of judgment in the performance of his duties;
- 2° any situation that would go against the values set out in this Code of Ethics and Professional Conduct;
- 3° favouritism, embezzlement, breach of trust or other misconduct.

## **5. Interpretation**

5.1 Unless the context requires otherwise, the words used in this Code retain their usual meaning, except for expressions and words defined as follows:

- 1° advantage: any advantage, of whatever nature, as well as any promise of such an advantage;
- 2° conflict of interest: any situation where the employee must choose between the interest of the Municipality and his personal interest;
- 3° confidential information: information that is not public and that the employee has because of his employment relationship with the Municipality;
- 4° immediate superior: person who represents the first level of authority above an employee and who exercises control over his work. In the case of the director general, the immediate superior is the mayor.

## **6. Scope**

6.1 This Code applies to all employees of the Municipality.

6.2 The Municipality may add to this Code: regulations, policies or directives to which employees are bound and which, in the event of contravention, are likely to result in disciplinary action. In case of incompatibility, the Code prevails.

6.3 A law, a federal or provincial regulation as well as an employment contract to which the Municipality is a party prevail over any incompatible provision of this Code.

6.4 The Code is in addition to any other code of ethics or professional conduct to which the employee is subject, in particular under the Professional Code (L.R.Q., c. C 26) or a law governing a profession mentioned therein. . The Municipality cannot, however, under this Code or otherwise, force an employee to contravene another code of ethics or professional conduct adopted under a law.

## **7. General obligations**

7.1 The employee must:

- 1° to perform the work inherent in his duties, with diligence;
- 2° to respect this Code as well as the policies, rules and directives of the employer;
- 3° respect its duty of confidentiality towards the Municipality. He must not harm the dignity or reputation of his employer or, when there is a link with his work, that of a member of council, of another employee of the Municipality;
- 4° act with integrity and honesty;
- 5° at work, be dressed appropriately;
- 6° communicate to his employer any information brought to his knowledge and that he knows to be relevant for the Municipality.

7.2 During an election to the Council of the Municipality, this Code must not be interpreted as prohibiting an employee from performing an act that the Act respecting elections and referendums in municipalities (RSQ, c. E-2.2) declares that it does not constitute a work of a partisan nature;

7.3 This Code shall not be interpreted or applied as preventing the employee from taking all reasonable measures to protect his health, his safety or his physical and mental integrity, or that of another person.

## **8. Specific obligations**

### **8.1 RULE 1 – Conflicts of interest**

8.1.1 An employee must avoid any situation where he must knowingly choose between the interest of the Municipality and his personal interest or, abusively, that of any other person.

8.1.2 The employee must:

1° faithfully perform his duties in accordance with applicable legislation, including the regulations in force at the Municipality or in any other municipal body;

2° refrain from having knowingly, directly or indirectly, by himself or his partner, a contract with the Municipality. However, this prohibition does not apply to a contract authorized by law;

3° when a situation is likely to place him in a conflict of interest, inform his superior.

8.1.3 Without limiting the particularity of the foregoing, it is forbidden for any employee:

1° to act, attempt to act or omit to act in such a way as to promote, in the performance of his duties, his personal interests or, in an abusive manner, those of any other person;

2° availing himself of his position to influence or attempt to influence the decision of another person in such a way as to promote his personal interests or, in an abusive manner, those of any other person.

### **8.2 RULE 2 – Benefits**

8.2.1 It is forbidden for any employee:

1° soliciting, inducing, accepting or receiving, for himself or for another person, any advantage whatsoever in exchange for a decision, an act, the omission to decide or acting, or exercising any influence in the course of his duties;

2° to accept any gift, any sign of hospitality or any other advantage, whatever its value, which is offered by a supplier of goods or services or which may influence his independence of judgment in the performance of his duties or which risks compromising its integrity.

8.2.2 It is permissible to accept an advantage that is not offered by a supplier of goods or services if the following three conditions are met:

1° he is received in accordance with a rule of courtesy, protocol, hospitality or custom;



- 2° it does not consist of a sum of money or any financial security such as a share, a bond or a commercial paper;
- 3° it is not such as to cast doubt on the integrity, independence or impartiality of the employee.

An employee who receives a benefit that meets these conditions must declare it to his immediate superior. The declaration must be entered in a register kept for that purpose by the clerk-treasurer.

### **8.3 RULE 3 – Discretion and confidentiality**

8.3.1 An employee shall not knowingly use, communicate or attempt to use or communicate any information obtained in the performance of or in connection with the performance of his duties and which is not generally available to the public, to further their personal interests or, abusively, those of any other person.

8.3.2 The employee must take all reasonable measures to ensure the protection of confidential information, in particular during electronic communication.

8.3.3 In case of doubt, the employee must contact the person responsible for applying the Act respecting access to documents held by public bodies and the protection of personal information to ensure the public or confidential nature of the information.

### **8.4 RULE 4 – Use of Municipal Resources**

8.4.1 It is forbidden for an employee to use the resources of the Municipality for personal purposes or for purposes other than the performance of his duties.

However, this prohibition does not apply to the use of resources on non-preferential terms, made available to citizens.

8.4.2 The employee must:

- 1° use Municipal property with care. He must use it, for the performance of his work, in accordance with the policies, rules and directives;
- 2° hold, at all times, any authorization or permit required when using a Municipality vehicle.

### **8.5 RULE 5 – Respect for people**

8.5.1 The relationship of an employee with a co-worker, a member of the Council of the Municipality or any other person must be based on respect, consideration and civility.

8.5.2 The employee must:

- 1° act fairly in the performance of their duties and must not give preferential treatment to one person to the detriment of others;
- 2° refrain from making insulting remarks or harassing a person through attitudes, words or gestures that could undermine their dignity or integrity;
- 3° use language appropriate to the performance of his duties.

### **8.6 RULE 6 – Duty of loyalty**

8.6.1 The employee must be loyal and faithful to his commitments to the employer.

### **8.7 RULE 7 – Sobriety**

8.7.1 An employee is prohibited from consuming or encouraging anyone to consume any alcoholic beverage or drug while on the job. An employee cannot be under the influence of such drink or drug while performing his job.

However, an employee who, as part of his duties, participates in an event where alcoholic beverages are served does not contravene this rule if he consumes them reasonably.

### **8.8 RULE 8 - Announcement at Political Fundraising Event**

8.8.1 It is forbidden for any employee to announce, during a political fundraising activity, the realization of a project, the conclusion of a contract or the awarding of a grant by the municipality unless a final decision regarding this project, contract or grant has already been made by the competent authority of the municipality.

### **8.9 RULE 9 – Obligations upon termination of employment**

8.9.1 The following employees of the municipality are prohibited from:

- 1) The director general and his/her assistant;
- 2) The clerk-treasurer and his/her assistant;
- 3) The treasurer and his/her assistant;
- 4) The clerk and his/her assistant;

within twelve (12) months following the end of his employment to occupy a position of director or officer of a legal person, a job or any other function in such a way that he or any other person draws a undue advantage of his previous duties as an employee of the municipality.

## **9. Penalties**

9.1 A breach of this Code may result, upon decision of the Municipal Council or the Director General – if the latter has the power to do so in accordance with the Act, a regulation or a resolution – and in compliance with any contract of work, the application of any sanction appropriate to the nature and seriousness of this breach.

9.2 In the event of a breach of an obligation that applies after the end of the employment contract, the Municipality may, depending on the circumstances, go to court to obtain compensation or, in general, to protect its rights.

9.3 The Municipality recognizes the corrective aspect of discipline in the workplace. She acknowledges that the disciplinary measure imposed will be fair and reasonable, and commensurate with the seriousness.

## **10. Application and control**

10.1 Any citizen complaint under this Code must:

1° be filed in a confidential envelope with the director general and clerk-treasurer, who will, if necessary, determine whether there has been a violation of the Code of ethics and professional conduct;

2° be complete, be written, reasoned and accompanied, if necessary, by any supporting document, and come from any person having knowledge of a breach of this Code of Ethics and Professional Conduct.

10.2 With regard to the Director General and Clerk-Treasurer, any complaint must be filed with the Mayor of the Municipality. Subparagraphs 1° and 2° of the preceding paragraph apply with the necessary adaptations.

10.3 No sanction may be imposed on an employee unless the latter:

1° has been informed of the reproach addressed to him;

2° has had the opportunity to be heard.

**CERTIFICATE  
RECEPTION AND FAMILIARIZATION OF THE CODE OF  
ETHICS AND DEONTOLOGY FOR EMPLOYEES OF THE  
MUNICIPALITY OF THE TOWNSHIP OF HARRINGTON**

I, the undersigned, \_\_\_\_\_|name of employee|,  
\_\_\_\_\_|job function|, confirm that I have received a copy of  
the Code of Ethics and Professional Conduct for employees of the  
Municipality of the Township of Harrington.

I also confirm that I have read the rules mentioned therein.

<u>For the administration</u> I confirm that I received this certificate dated _____ date  and have it placed in the employee's file on this _____ date .  _____ Name and signature of the person in charge
---

**7. Public security**

**7.1 Filing of the fire department activity report for the month of April  
2022**

The report of the activities of the fire department during the month of April  
2022 is filed at the council table.

**7.2 Statement of a potentially dangerous dog**

**WHEREAS** the Government of Quebec has adopted the by-law for the application of the Act to promote the protection of persons by establishing a framework for dogs;

**WHEREAS** by this by-law, the municipalities are responsible for the application of the provincial regulation on their territory;

**WHEREAS** article 9 of this by-law stipulates that a dog which has bitten or attacked a person or a domestic animal and inflicted an injury on them may be declared potentially dangerous by a local municipality;

**WHEREAS** the municipality has the responsibility to see to the protection of all persons on its territory;

**WHEREAS** a complaint has been filed with the Municipality of the Township of Harrington, following bites inflicted on several people by a dog that appears to be of the German shepherd breed, residing on the territory;

**WHEREAS** this dog is under the responsibility of a citizen, residing at 49, Thompson road, roll number 2086-81-7908;

**WHEREAS** the municipality informed the owner of the dog of its intention to declare his dog potentially dangerous as well as the reasons on which it was based and indicated to him that he had until May 4<sup>th</sup>, 2022 to present his observations and, if necessary, produce documents to complete his file;

#### **CONSEQUENTLY**

It is moved by councillor Richard Francoeur

And carried:

**THAT** the Municipality of the Township of Harrington declares the dog residing at 49, Thompson road, roll number 2086-81-7908 "a potentially dangerous dog" considering that the dog has already bitten two (2) people, including a child, in the last few weeks ;

**THAT** the Municipality of the Township of Harrington orders the owner or guardian of the dog residing at 49 Thompson road, roll number 2086-81-7908 to comply with the following measures, without delay:

**THAT** the dog wears a basket muzzle at all times and is held by a leash no longer than 1.25 meters long;

**THAT** the dog be guarded by means of a device that prevents it from leaving the limits of its land, in addition to affixing a poster in a place allowing to announce to a person who comes to the owner's land, the presence of the dog;

**TO PROHIBIT** the dog from being in the presence of a child 10 years of age or under without the dog being under the constant supervision of an adult;

**THAT** the dog's rabies vaccination status be up to date.

**ADOPTED UNANIMOUSLY**

## **8. Filing of the number of permits and authorization certificates approved and issued for the month of april 2022.**

The number of permits and certificates of authorization approved and issued for the month of April 2022 is filed to council.

## **9. Financial and administrative management**

### **9.1 Filing of the financial report for the month of April 2022**

The financial report for the month of April 2022 is filed to council.

### **9.2 Filing of the report of expenses authorized by department Directors**

The reports of expenses authorized by the general direction and by the director of public works for the month of April 2022, are filed to council.

2022-05-R101

### **9.3 Approval of bills to be paid and bills paid for the month of April 2022**

It is moved by councillor Richard Francoeur and carried to approve the bills and salaries paid for the month of April 2022 and the bills to be paid, as listed below, and to authorize the payment of these bills.

#### **Bills paid (checks dated april 2022)**

220197	11/04	Services de Cartes Desjardins	1 005.27	(02-320-00-459, 02-320-00-641, 02-130-00-670, 02-220-00-459, 02-130-00-895)
220198	11/04	Canada Post	706.54	(02-130-00-321)
220199	11/04	La Capitale	5 735.58	(02-130-00-280, 02-320-00-280, 02-220-00-280, 02-451-00-280, 02-610-00-280, 02-110-00-270)
220200	11/04	Hydro-Québec	1 325.03	02-340-00-681)
220201	11/04	Waste Management (replacement checks 210642 & 220032)	5 555.70	(02-451-10-446)
220202	20/04	Hydro-Québec	3 907.70	(02-130-00-681, 02-320-00-681, 02-701-00-681)
220203	20/04	Bell Mobilité	164.24	(02-320-00-331, 02-110-00-331, 02-130-00-331)
220204	20/04	Neil Swail	29.20	(02-220-00-643)
220205	20/04	Valois, Boutin & Besner	886.00	(22-208-00-725)
220206	26/04	Retraite Québec	350.40	(02-110-00-212)
220207	26/04	Bell Canada	295.53	(02-130-00-331, 02-220-00-331)
220208	29/04	Heather-Anne MacMillan	73.37	(02-130-00-310)
220209	29/04	Brigitte Dubuc	97.00	(02-130-00-331)
220210	29/04	Hydro-Québec	139.91	(02-701-00-681)
220211	29/04	Joseph Dwyer	250.00	(02-320-00-999)
220212	29/04	FTQ	150.00	(55-138-50-000)
220213	29/04	Desjardins Sécurité Financière	383.58	(02-130-00-212, 02-320-00-212, 02-220-00-212, 02-451-00-212, 02-610-00-212)
220214	29/04	Ministre des Finances du Québec	121.00	(02-610-00-454)
220215	29/04	Jonathan Rodger	250.00	(02-320-00-999)
220216	29/04	CUPE Local 4852	401.28	(55-138-60-000)

## Salaries paid (checks issued April 2022)

Salaries employees	37 782.18	
Salaires elected	5 661.11	
Salaires firefighters	1 161.19	
Receveur général du Canada	8 247.14	
Ministère du Revenu du Québec	20 831.87	
CNESST	1 432.28	

## Bills to be paid (checks to be paid May 2022)

220217	10/05	Waste Management	2 626.83	(02-451-10-446)
220218	10/05	Municipalité de Boileau	780.00	(02-320-01-521)
220219	10/05	9284-3838 Québec inc.	188.87	(02-451-12-525)
220220	10/05	Urbacom	2 428.27	(02-610-00-410)
220221	10/05	Prévost, Fortin d'Aoust	1 769.47	(02-610-00-411)
220222	10/05	FQM	988.61	(02-130-00-412, 02-610-00-454, 02-110-00-454)
220223	10/05	MRC d'Argenteuil	142 021.61	(02-130-00-331, 02-130-01-670, 02-110-00-951, 02-130-00-951, 02-130-00-952, 02-150-00-958, 02-190-00-952, 02-220-00-951, 02-370-00-951, 02-451-10-951, 02-610-00-951, 02-620-00-951, 02-701-00-951, 02-701-60-950, 02-701-30-950, 02-701-40-950, 02-701-50-950, 02-701-70-950, 02-701-90-950, 02-702-51-950)
220224	10/05	M. Maurice Entre. Électricien	515.09	(02-130-00-529)
220225	10/05	Creighton Rock Drill Limited	1 076.17	02-320-11-525
220226	10/05	Fonds Information Foncière	140.00	(02-150-00-439)
220227	10/05	Gilbert P. Miller et Fils	2 106.72	(02-320-00-620, 02-320-00-642, 02-320-00-516)
220228	10/05	Villemare Pneus et Mécanique	43.67	(02-220-00-525)
220229	10/05	Thomson Reuters Canada Limited	453.60	(02-130-00-494)
220230	10/05	Fonds des Biens et des Service	72.17	(02-320-00-999)
220231	10/05	FNX-Innov inc.	1 707.38	(02-610-00-410)
220232	10/05	Blanc sur Blanc Enrg.	2 276.51	(02-130-00-528)
220233	10/05	Miska Trailer	909.56	(02-320-00-411)
220234	10/05	Hubert Pesant	720.89	(02-130-00-529, 02-701-00-526)
220235	10/05	Sanidépôt	694.93	(02-130-00-660)
220236	10/05	Juteau Ruel Inc.	296.11	(02-130-01-510)
220237	10/05	Ville de Lachute	2 260.41	(02-120-00-441)
220238	10/05	Forest Lake Association	382.00	(02-130-00-494)
220239	10/05	CNESST	230.07	(02-130-00-200)
220240	10/05	Canadian Tire	315.31	(02-320-00-640)
200241	10/05	Fosses Septiques Miron	183.96	(02-451-00-517)
220242	10/05	Matériaux McLaughlin inc.	41.93	(02-451-00-682)
220243	10/05	Excavation Lambert Kelly	885.59	(02-320-00-620)
220244	10/05	Auto Parts	472.01	(02-320-00-640, 02-320-09-525, 02-451-12-525, 22-305-00-726)
220245	10/05	Jonathan Rodger	1 999.00	(02-320-00-454)
220246	10/05	Goodyear Canada Inc.	5 477.22	(02-220-00-525)
220247	10/5	h2Lab	199.77	(02-701-00-522)
220248	10/05	Soudure Luc Provost	194.02	(02-320-08-525)
220249	10/05	Maxiburo	191.73	(02-130-00-670)
220250	10/05	Groupe CLR Srad	425.41	(02-220-00-331)
220251	10/05	J.B. Dixon inc.	571.14	(02-320-00-650, 02-220-00-650)
220252	10/05	Service de Pneus M.K. 2005 inc.	18.98	(02-451-12-525)
220253	10/05	Service de Recyclage Sterling	1 081.27	(02-452-10-446)
220254	10/05	9244-1369 Québec inc.	1 046.27	(02-320-01-521)
220255	10/05	LBEL Inc.	467.52	(02-130-00-510)
220256	10/05	Energies Sonic RN S.E.C.	5 189.90	(02-190-00-631)

289 393.07

## Other accounts payable to be issued in May 2022

ADMQ	1 756.83	(02-130-00-454 02-130-00-494)
Hawkesbury Ford	47 404.19	55-990-00-000

**ADOPTED UNANIMOUSLY****2022-05-R102****9.4 Adoption of the 2021 financial report and report of the independent auditor**

**WHEREAS** the director general files the financial report and the report of the external auditors for the year ended December 31st, 2021 in accordance with the provisions of the municipal Code of Quebec;

**WHEREAS** the director general certifies having given at least five (5) days before the date of this meeting, in accordance with the law, a public notice of the filing of these reports;

**CONSEQUENTLY,**

It is moved by councillor Daniel St-Onge

And carried:

**TO ACCEPT** the filing of the 2021 financial statement and the independent auditor's report prepared by the firm Gariépy Bussière CPA Inc., chartered professional accountants;

**TO AUTHORIZE** the payment of the balance of fees to Gariépy Bussière CPA Inc., in the amount of \$ 14,790.00 plus applicable taxes.

**ADOPTED UNANIMOUSLY****2022-05-R103****9.5 Budget transfers**

**WHEREAS** it is necessary to make some changes to the current budget, in order to promote better monitoring of expenses and reallocate certain budgets;

**CONSEQUENTLY,**

It is moved by councillor Richard Francoeur

And carried that council authorize the following budgetary transfers:

From (credit) (-):

02-110-00-270 Benefits - Consulting	\$ 3,325
02-220-00-689 Others – Fire	\$ 105
02-320-00-141 Reg salaries – Public works	\$ 654
02-451-10-141 Reg salaries – Residual mat	\$ 1,500
02-610-00-499 Others – Town planning	\$ 22

To (debit) (+):

02-110-00-212 Pension Plan – Council	\$ 3,325
02-220-00-459 Registration – Fire	\$ 105
02-320-00-459 Registration – Public Works	\$ 112
02-320-00-630 Propane – Public Works	\$ 172
02-320-00-640 Supplies – Public works	\$ 255
02-320-00-999 Others – Public works	\$ 115
02-451-12-525 Maintenance Inter – Res mat	\$ 1,500
02-610-00-459 Registration – Town planning	\$ 22

**ADOPTED UNANIMOUSLY**

**10. Town planning and environment**

10.1 N/A

**11. Recreation and culture**

11.1 N/A

**12. Administration**

2022-05-R104

**12.1 Hiring of one (1) employee in prevention and fire safety under Emplois d’été Canada financial assistance program**

**WHEREAS** the council of the Municipality of the Township of Harrington wish to provide prevention service to all its citizens and that in this respect get the appropriate tools to achieve this;

**WHEREAS** the council want to maintain the quality of life of citizens and their environment and act accordingly;

**WHEREAS** the municipal council wish to make known and to sensitize its citizens on the measures of the scheme of cover of risk and fire safety whose responsibility has been attributed to the municipalities;

**WHEREAS** a majority of the population on the territory is composed of vacationers and the total population residing on the territory increases significantly during summer;

**CONSEQUENTLY,**

It is moved by councillor Julie James

And carried:

That the council hire Mrs. Brooke-Lyne Gélinas, for the position of fire prevention and safety in the Municipality of the Township of Harrington, under the Emplois d’été Canada Program, for a maximum period of 13 weeks at 35 hours per week at an hourly rate of \$ 17.34 and this, starting May 24<sup>th</sup>, 2022.

**ADOPTED UNANIMOUSLY**



## **12.2 Declaration of participation by elected officers in mandatory training on ethics and deontology for elected officers**

**IN ACCORDANCE** with article 15 of the *Act respecting ethics and professional conduct in municipal matters*, all newly elected and re-elected members of the municipal council must undergo training in ethics and professional conduct within six months of the start of their mandate. The member of a council must, within 30 days of his participation in such training, declare it to the clerk-treasurer of the municipality, who reports thereon to the council.

The director general and clerk-treasurer confirms that the following council members have declared that they have completed their mandatory training

Mr. Pierre Richard, mayor  
Mrs. Chantale Scapino, councillor  
Mrs. Julie James, councillor  
Mr. Daniel St-Onge, councillor  
Mr. Richard Francoeur, councillor  
Mr. Gerry Clark, councillor

2022-05-R105

## **12.3 Membership of the Insurance Program for Non-Profit Organizations of the Union des municipalités du Québec (UMQ)**

**WHEREAS** non-profit organizations (NPO) operating in the Municipality of the Township of Harrington have difficulty in finding affordable damage insurance, given the risk they incur;

**WHEREAS** the Union of Quebec Municipalities (UMQ), in partnership with the municipalities, wishes to address the issue of insurability and thus help NPO;

**WHEREAS** the UMQ has proceeded to a public call for tenders for the municipalities participating in the grouping thus formed, with a view to identifying a broker who will offer the insurance proposal at the most advantageous terms and prices for NPO and that they may, at their discretion, transact or take damage insurance directly from the broker;

**WHEREAS** said contractual process is subject to «By-law number 26 on the contractual management of the UMQ for its grouping agreements» adopted by the administration council of the UMQ;

**CONSEQUENTLY,**

It is moved by councillor Richard Francoeur

And carried:

- That council authorize the Municipality of the Township of Harrington to be part of the group for which the UMQ will shortly proceed with a public call for tenders in order to identify a broker or an insurer, who will offer the insurance proposal under conditions and at the most advantageous prices for NPOs recognized by the municipality.
- That council also recognize, for the purposes of the public call for tenders to be launched shortly, the following NPO(s):

Policy number	Name	Address
OSBL-201263	The Forest Lake Association Inc.	3230 Grande Allée
OSBL-201293	Association des Propriétaires du Domaine du Sommet-de-la-Vallée	36, chemin du Sommet-de-la-Vallée
OSBL-201322	Association des propriétaires du lac Spectacles inc.	7480 Molson montréal
OSBL-201374	Association des propriétaires du Lac Agnes	28 chemin de Maryhill
OSBL-201434	Association des Résidents du Lac Fawn	78 Chemin du Lac Fawn Est
OSBL-201948	L'Association des Residents de Lakeview (NEQ #1163071542)	3 ch Smith
OSBL-201990	Association des propriétaires du lac Harrington / Lake Harrington Owners Association	32 rue de Cheverny
OSBL-202106	Association du Lac Bleu	67 Chemin Radisson
OSBL-202322	Association des propriétaires riverains du Lac Macdonald	PO BOX 2934
OSBL-202568	Le Centre Communautaire de la Vallée d'Harrington	420 chemin Harrington

**ADOPTED UNANIMOUSLY**

**2022-05-R106**

**12.4 Appointment of the director general and clerk-treasurer, Mrs. France Bellefleur, to sit on the RCM Argenteuil Vitalization Committee**

**WHEREAS** the signing of the revitalization agreement and the creation of a revitalization committee within the Argenteuil RCM, within the framework of component 4 of the regions and rurality Fund, by resolution number 2021-05-R091;

**CONSEQUENTLY,**

It is moved by councillor Daniel St-Onge

And carried

**THAT** council of the Municipality of the Township of Harrington appoint Mrs. France Bellefleur, director general and clerk-treasurer as a representative to sit on the vitalization committee of the Argenteuil RCM.

**ADOPTED UNANIMOUSLY**

**13. Road department**

2022-05-R107

**13.1 Grant of contract regarding the acquisition and spreading of liquid calcium chloride 35% for designated municipal roads, for the year 2022**

**WHEREAS** the Municipality of the Township of Harrington proceeded with a call for tenders for the supply and spreading of 35% liquid calcium chloride, for the year 2022;

**WHEREAS** three (3) tenders were received, and the lowest conforming bidder is Multi Route inc., for the amount of \$ 82 680.00, plus taxes;

- Multi Routes inc. 82 680 .00 \$, plus taxes /260 000 liters
- Entreprises Bourget 90 922.00 \$, plus taxes /260 000 liters
- Sel Icecat inc. 86 060.00 \$, plus taxes /260 000 liters;

**CONSEQUENTLY,**

It is moved by councillor Gerry Clark

And carried :

**TO AWARD** the contract for the supply and spreading of 35% liquid calcium chloride, for the year 2022 to the contractor Multi Routes inc., at the amount of \$ 82 680.00, plus taxes for 250 000 litres;

**TO MANDATE** the director of public works to supervise the work in terms of its quality.

**ADOPTED UNANIMOUSLY**

2022-05-R108

**13.2 Authorization to purchase a utility truck for the department of public works**

**WHEREAS** the Municipality of the Township of Harrington wishes to join the purchasing group "Light vehicles 2022 (beginning of model year 2023)" for the period from January 1<sup>st</sup> to December 31, 2022 with the Center de services sociaux du Québec;

**WHEREAS** the Municipality wishes to acquire a Ford F-350 truck (DGA-493) for the public works department;

**CONSEQUENTLY,**

It is proposed by councilor Gerry Clark

And carried:

**TO JOIN** the "Light vehicles 2022 (beginning of model year 2023)" purchasing group for the period from January 1 to December 31<sup>st</sup>, 2022 with the Centre de services sociaux du Québec;

**TO AUTHORIZE** the director general, France Bellefleur, to proceed with the purchase of a Ford F-350 truck (DGA-493) via the Centre de services sociaux du Québec;

**THAT** this purchase be payable by the working fund and reimbursable by the administration fund over a period of 7 years

**THAT** the director general, France Bellefleur, be authorized to sign the documents necessary for the realization of this resolution.

**ADOPTED UNANIMOUSLY**

#### **14. Question period**

The Mayor answers questions from those citizens present.

**2022-05-R109**

#### **Closure of the regular sitting**

It is moved by councillor Gerry Clark and carried to close the regular sitting at 8:50 p.m.

**ADOPTED UNANIMOUSLY**

I, Pierre Richard, Mayor, certify that the signing of these minutes is equivalent to the signing by me of all the resolutions it contains within the meaning of article 142 (2) of the *Municipal Code of Quebec*.

---

Pierre Richard  
Mayor

---

France Bellefleur, CPA, CA  
Director general and clerk  
treasurer