

Minutes of the regular council sitting of the Municipality of the Township of Harrington held at the Harrington Valley Community Center located at 420, Harrington Road, on October 10th, 2023, at 7:05 p.m.

Present and forming a quorum under Mayor Gabrielle Parr, councillors Julie James, Daniel St-Onge and Richard Francoeur.

Are absent councillors Chantal Scapino, Gerry Clark and Robert Dewar.

The assistant director general and assistant clerk-treasurer Mathieu Dessureault is present.

Agenda

- 1. Opening of the sitting**
- 2. Points of information of the mayor**
- 3. Adoption of the agenda**
- 4. Points of information of the councillors**
- 5. Question period**
- 6. Approval of minutes**

6.1 Ordinary sitting of September 11th 2023

7. Financial and administrative management

7.1 Filing of the report of authorized expenses by the direction general and the directors of departments

7.2 Acceptance of accounts payable and accounts paid for the month of September 2023

7.3 Filing of the September 2023 financial report

7.4 Assistance mandate concerning the management of residual materials on the territory of the Municipality to the firm Solinov Inc.

7.5 Adoption of the administrative policy concerning the governance rules regarding the protection of personal information of the municipality of the Township of Harrington

7.6 Adoption of the confidentiality policy of the municipality of the Township of Harrington

7.7 Adoption of the confidentiality incident management procedure

8. Public work

8.1 Accountability regarding the local roads program – recovery component file no. TXG46899

8.2 Renewal of the contract for the maintenance of winter roads in sector 5 – 2020-2021, 2021-2022 and 2022-2023 with Gilbert P. Miller & Fils Ltée – Addition of two (2) optional years 2023-2024, 2024-2025

8.3 Work authorization - Installation of guardrails - Chemin du Lac des Esclaves

8.4 Mandate to the MRC d'Argenteuil - Engineering Service - to carry out plans, quotes, monitoring and all related work for the repair of Chemin de Harrington

8.5 Awarding of the contract for the snow removal of the Harrington Valley Community Center (HVCC) and the Harrington Golden Age Club (HGA) parking lots

8.6 Granting of the snow removal contract for the parking lot and skating rink of the Lost River Community Center (LRCC), municipal parking lots and the Ecocentre Road and its courtyard

8.7 Renewal of the contract for snow removal of municipal roads for the winter of 2020-2021, 2021-2022, 2022-2023 sector 4 with Bernard Bissonnette - Addition of two (2) optional years 2023-2024, 2024-2025

9. Public security

9.1 Summary of fire interventions

10. Urbanism and environmental hygiene

10.1 Summary of permits issued

10.2. Registration for COMBEQ training - Regulation Q-2, r.22

11. Loisirs and culture

12. Question period

13. Closure of the sitting

1. Opening of the sitting

Mayor Gabrielle Parr welcomes everyone. The quorum being established, she declares the regular sitting open at 7:00 p.m. and adds that the recording of the sitting is in progress.

2. Points of information of the mayor

Mayor Gabrielle Parr informs those present about certain files and the activities in which she participated during the month of September 2023.

3. Adoption of the agenda

It is moved by councillor Daniel St-Onge

And carried that the agenda be adopted as presented.

ADOPTED UNANIMOUSLY

4. Points of information of the councillors

Councillors inform those present about certain files and the activities in which they participated during the month of September 2023.

5. Question period

The mayor answers the questions addressed to her by the citizens present at the sitting.

6. Approval of minutes

2023-10-R211

6.1 Ordinary sitting of September 11th 2023

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

CONSEQUENTLY,

It is moved by councillor Julie James

And carried to adopt the minutes of the ordinary sitting of the municipal council held on September 11th, 2023.

ADOPTED UNANIMOUSLY

7. Financial and administrative management

7.1 Filing of the report of authorized expenses by the direction general and the directors of departments

The reports of expenses authorized by the direction general and by the directors of services for the month of September 2023 are filed.

2023-10-R212

7.2 Acceptance of accounts payable and accounts paid for the month of September 2023

It is moved by councillor Julie James and carried to approve the accounts and salaries paid for the month of September 2023 and the accounts payable, as presented below, and to authorize their payment.

Paid accounts (checks issued September 2023)

Hydro-Québec	1 585.80 \$
Desjardins Sécurité Financière	6 543.43 \$
Jonathan Rodger	60.00 \$
Paul Knerr	149.41 \$
Heather-Anne MacMillan	45.36 \$
Hydro-Québec	2 545.17 \$
Lucie Côté	48.55 \$
Bell Canada	312.18 \$
Financière Banque Nationale	1 117.72 \$
Tricentris Centre de Tri	23 027.48 \$

FTQ	809.24 \$
Desjardins Sécurité Financière	5 993.00 \$
Bell Mobilité	113.80 \$
CUPE Local 4852	464.31 \$
Desjardins Sécurité Financière	2 987.32 \$
Retraite Québec	380.67 \$
Mathieu Dessureault	123.42 \$
Gabrielle Parr	2 484.56 \$

Salaries paid (check issued September 2023)

Salaires pour les employés	36 701.84 \$
Salaires pour les élus	7 672.63 \$
Salaires pour les pompiers	2 035.32 \$
Receveur général du Canada	6 654.65 \$
Ministère du revenu du Québec	10 750.35 \$
CSST	2 904.77 \$

Accounts to be paid (checks to be issued in October 2023)

Burelle (retenu de la liste de septembre)	2 826.95 \$
Waste Management	7 394.09 \$
Municipalité de Boileau	1 140.00 \$
Urbacom	2 731.81 \$
Secu-Pro	5 293.23 \$
Brandt Tractor Ltd.	34 578.46 \$
OBV RPNS	9 761.23 \$
Prévost, Fortin, d'Aoust	666.40 \$
MRC d'Argenteuil	35 877.71 \$
MicroAge Siège Social	804.83 \$
Dec Enviro	29 300.24 \$
6943195 Canada Inc.	341.36 \$
Fonds Information Foncière	40.00 \$
King Communications	356.43 \$
Telmatik	1 989.07 \$
Climatisation Vallée	819.54 \$
Fonds des Biens et des Services	37.58 \$
Service d'Entretien Ménager-M.C.	1 379.70 \$
Juteau Ruel Inc.	80.93 \$
Batteries Expert - Lachute	745.91 \$
HKR Consultation 7518218 Canada Inc.	18 733.54 \$
MezAffairs. Inc.	603.62 \$
Kilmar Dépanneur Inc.	180.59 \$
Canadian Tire	9.20 \$
Fosses Septiques Miron	195.46 \$
Matériaux McLaughlin Inc.	446.11 \$
Mun.de Grenville-sur-la-Rouge	1 615.30 \$
Laurentides Re/Sources Inc.	1 052.91 \$
Excavation Lambert Kelly	212.70 \$
H2LAB Inc.	874.11 \$
Taglin International	1 295.20 \$
Location Madden	124.03 \$
Maxiburo	341.05 \$
Martech	182.81 \$
J.B. Dixon Inc.	250.01 \$
Multi Routes	25 438.21 \$
Service de Recyclage Sterling	4 801.73 \$
Gariépy Bussière C.A. Inc.	1 589.04 \$
Energies Sonic RN S.E.C.	9 555.56 \$

I, the undersigned, assistant director general and assistant clerk-treasurer, certify that the Municipality of the Township of Harrington has the necessary available funds for the expenses listed above.

Mathieu Dessureault
Assistant director general and
assistant clerk- treasurer

ADOPTED UNANIMOUSLY

7.3 Filing of the September 2023 financial report

Assistant director general Mathieu Dessureault, files the financial report for the month of September 2023.

2023-10-R213

7.4 Assistance mandate concerning the management of residual materials on the territory of the Municipality to the firm Solinov Inc.

WHEREAS the Municipality wishes to modify the mandate granted to the firm Solinov Inc. within the framework of resolution number 2022-12-R236 as adopted during the sitting of December 12, 2022;

WHEREAS a new service offer, dated September 6, 2023, was presented to the Council and better responds to the vision and orientations of the Council;

CONSEQUENTLY,

It is moved by Councillor Richard Francoeur

And carried to proceed with the repeal of resolution #2022-12-R236 and consequently to accept the service offer from Solinov Inc. for the sum of \$15,550 plus applicable taxes, as filed on September 6, 2023 with a view to support the Municipality in the management and analysis of its needs in terms of residual materials collection.

ADOPTED UNANIMOUSLY

2023-10-R214

7.5 Adoption of the administrative policy concerning the governance rules regarding the protection of personal information of the municipality of the Township of Harrington

WHEREAS on September 22, 2021, Bill No. 64, an Act to modernize legislative provisions regarding the protection of personal information, L. Q. c. 25, was sanctioned. Since then, the provisions of this law have come into force one after the other, according to an established schedule;

WHEREAS municipal organizations must have developed, implemented and published on their website various measures and adopt governance rules to govern the protection of personal information;

WHEREAS this bill modernizes the framework applicable to the protection of personal information in various laws, including the Act

respecting access to documents held by public bodies and the protection of personal information, CQLR c. A-2.1 (hereinafter the “Access Act”);

WHEREAS the municipality recognizes that it is necessary to effectively ensure the processing of personal information (RP) and personal information protection measures (PRP);

CONSEQUENTLY, it is moved by Councillor Daniel St-Onge,

And carried to adopt the Administrative Policy concerning the rules of governance regarding the protection of personal information of the municipality of the Township of Harrington as presented.

ADOPTED UNANIMOUSLY

2023-10-R215

7.6 Adoption of the confidentiality policy of the municipality of the Township of Harrington

WHEREAS on September 22, 2021, Bill No. 64, An Act to modernize legislative provisions regarding the protection of personal information, L. Q. c. 25, was sanctioned. Since then, the provisions of this law have come into force one after the other, according to an established schedule;

WHEREAS municipal organizations must have developed, implemented and published on their website various measures and adopt governance rules to govern the protection of personal information;

WHEREAS this bill modernizes the framework applicable to the protection of personal information in various laws, including the Act respecting access to documents held by public bodies and the protection of personal information, CQLR c. A-2.1 (hereinafter the “Access Act”);

WHEREAS the municipality must keep the personal information (RP) collected confidential;

CONSEQUENTLY, it is moved by Councillor Richard Francoeur,

And carried to adopt the Privacy Policy of the Municipality of the Township of Harrington as presented.

ADOPTED UNANIMOUSLY

2023-10-R216

7.7 Adoption of the confidentiality incident management procedure

WHEREAS on September 22, 2021, Bill No. 64, An Act to modernize legislative provisions regarding the protection of personal information, L. Q. c. 25, was sanctioned. Since then, the provisions of this law have come into force one after the other, according to an established schedule;

WHEREAS municipal organizations must have developed, implemented and published on their website various measures and

adopt governance rules to govern the protection of personal information;

WHEREAS this bill modernizes the framework applicable to the protection of personal information in various laws, including the Act respecting access to documents held by public bodies and the protection of personal information, CQLR c. A-2.1 (hereinafter the “Access Act”);

WHEREAS the municipality must have a procedure aimed at governing the requirements to be respected in the event of a confidentiality incident;

CONSEQUENTLY, it is moved by Councillor Daniel St-Onge,

And carried to adopt the confidentiality incident management procedure as presented.

ADOPTED UNANIMOUSLY

8. Public work

2023-10-R217

8.1 Accountability regarding the local roads program – recovery component file no. TXG46899

WHEREAS the municipality of the Township of Harrington has taken note of and undertakes to respect the terms of application of the Recovery and Acceleration components of the Local Roads Assistance Program (PAVL);

WHEREAS only work carried out after the date appearing on the announcement letter is eligible for financial assistance;

WHEREAS requests to extend the end date of the work have been submitted to the Ministry of Transport;

WHEREAS the work was carried out from September 15, 2022 to June 18, 2023;

WHEREAS the municipality of the Township of Harrington sends the following supporting documents to the Ministry:

- the reporting form available on the Ministry's website;
- invoices, progressive statements and any other document attesting to the sums spent (direct costs and incidental costs);
- this municipal resolution approved by the council attesting to the end of the work;
- a notice of conformity, a certificate of provisional or final acceptance of the work issued by an engineer, except for crack sealing, mechanized patching and granular resurfacing work;

FOR THESE REASONS, on the proposal of Councillor Richard Francoeur

It is carried that the council of the municipality of the Township of Harrington authorizes the presentation of the accounting of eligible work according to the terms of application in force and recognizes that

in the event of non-compliance with these, the financial assistance will be terminated.

ADOPTED UNANIMOUSLY

2023-10-R218

8.2 Renewal of the contract for the maintenance of winter roads in sector 5 – 2020-2021, 2021-2022 and 2022-2023 with Gilbert P. Miller & Fils Ltée – Addition of two (2) optional years 2023-2024, 2024- 2025

WHEREAS Gilbert P. Miller & Fils Ltée and the Municipality of the Township of Harrington have concluded a contract for the maintenance of winter roads for sector 5 in 2020;

WHEREAS this contract provides for the possibility of renewing this contract by adding two (2) additional years, namely for the years 2023-2024 and 2024-2025;

WHEREAS the Municipality of the Township of Harrington wishes to take advantage of this option;

CONSEQUENTLY,

It is moved by Councillor Richard Francoeur

And carried that the municipal council renews for two (2) additional years, namely for the years 2023-2024 and 2024-2025, the contract for the maintenance of winter roads in sector 5 with Gilbert P. Miller & Fils Ltée.

ADOPTED UNANIMOUSLY

2023-10-R219

8.3 Work authorization - Installation of guardrails - Chemin du Lac des Esclaves

WHEREAS the Municipality wishes to move forward with the installation of guardrails on Chemin du Lac des Esclaves;

WHEREAS these works are the subject of a subsidy under the local road assistance program, special improvement projects component (PAVL-CE) for a maximum sum of \$19,366;

WHEREAS it is urgent to install safety guardrails on Chemin du Lac des Esclaves in order to ensure the safety of residents and road users;

CONSEQUENTLY,

It is moved by Councillor Julie James

And carried to grant the mandate for the supply and installation of safety guardrails on Chemin du Lac des Esclaves to the company Ployard 2000 Inc. for the sum of \$21,919.98 all taxes included as duly tendered in the service offer of September 12, 2023.

ADOPTED UNANIMOUSLY

2023-10-R220

8.4 Mandate to the MRC d'Argenteuil - Engineering Service - to carry out plans, quotes, monitoring and all related work for the repair of Harrington Road

WHEREAS according to the municipality's local road infrastructure intervention plan (PIIRL), work is planned on Harrington Road;

WHEREAS the desire of Council to move forward with the work identified on Harrington Road as part of the PIIRL;

WHEREAS the municipality wishes to submit a request for financial assistance in relation to this project and that to do so, the municipality must produce, in particular, to support its request, plans and specifications, budget estimates, geotechnical and environmental studies as well as survey records;

WHEREAS the municipality wants the engineering department of the MRC d'Argenteuil to be able to carry out all professional engineering services but also to carry out work supervision as part of this structuring project;

WHEREAS certain expenses related to the engineering service of the MRC d'Argenteuil, as part of this project will be invoiced directly to the municipality rather than being included in the share;

CONSEQUENTLY,

It is moved by Councillor Richard Francoeur

And carried to mandate the engineering department of the MRC d'Argenteuil to carry out all professional engineering services and prepare, in particular and not limited to, plans and specifications, survey records, geotechnical studies and environmental, budget estimates as well as monitoring the work for the Harrington Road repair project as identified within the framework of the PIIRL.

ADOPTED UNANIMOUSLY

8.5 Awarding of the contract for the snow removal of the Harrington Valley Community Center (HVCC) and the Harrington Golden Age (HGA) parking lots

2023-10-R221

It is moved by Councillor Richard Francoeur

And carried to award the snow removal contract for the Harrington Valley Community Center (HVCC) and the Harrington Golden Age (HGA) parking lots for the 2023-2024 winter season as tendered to Excavation Kelly Inc. for the sum of \$7,243.43 all taxes included.

ADOPTED UNANIMOUSLY

8.6 Granting of the snow removal contract for the parking lot and skating rink of the Lost River Community Center (LRCC), municipal parking lots and the Ecocenter Road and its courtyard

2023-10-R222

It is moved by Councillor Daniel St-Onge

And carried to award the snow removal contract for the parking lot and the LRCC ice rink, municipal parking lots as well as the Ecocentre Road and its courtyard for the 2023-2024 winter season as tendered to JTK Enr. for the sum of \$14,030.36 all taxes included.

ADOPTED UNANIMOUSLY

8.7 Renewal of the contract for snow removal of municipal roads for the winter of 2020-2021, 2021-2022, 2022-2023 sector 4 with Bernard Bissonnette - Addition of two (2) optional years 2023-2024, 2024-2025

2023-10-R223

WHEREAS Bernard Bissonnette and the Municipality of the Township of Harrington concluded a contract for the maintenance of winter roads for sector 4 in 2020;

WHEREAS this contract provides for the possibility of renewing this contract by adding two (2) additional years, namely for the years 2023-2024 and 2024-2025;

WHEREAS the Municipality of the Township of Harrington wishes to take advantage of this option;

CONSEQUENTLY,

It is moved by Councillor Daniel St-Onge

And carried that the municipal council renews for two (2) additional years, namely for the years 2023-2024 and 2024-2025, the contract for the maintenance of winter roads in sector 4 with Bernard Bissonnette.

ADOPTED UNANIMOUSLY

9. Public security

9.1 Summary of fire interventions

Madam mayor summarizes the fire interventions.

10. Urbanism and environmental hygiene

10.1 Summary of permits issued

Madam mayor summarizes the permits issued.

2023-10-R224

10.2 Registration for COMBEQ training - Regulation Q-2, R.22

It is moved by Councillor Richard Francoeur

And carried to proceed with the registration of Donald Makoua, Environment and Urban Planning Inspector as well as Timour Achikbaev, Director of the Urban Planning and Environment Department for the following virtual training courses offered by the Corporation of Municipal Officers in Buildings and environments of Quebec (COMBEQ):

- Introduction to regulation Q-2, R.22
- Regulation Q-2, R.22

For the total amount of \$ 3 154.92 taxes included and to authorize the payment.

ADOPTED UNANIMOUSLY

11. Loisirs and culture

12. Question period

The mayor answers the questions addressed to her by the citizens present at the sitting.

2023-10-R225

13. Closure of the sitting

It is moved by councillor Julie James and carried that the sitting be closed at 8:20 p.m.

ADOPTED UNANIMOUSLY

I, Gabrielle Parr, mayor, certifies 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*.

Gabrielle Parr
Mayor

Mathieu Dessureault
Assistant director general and
Assistant clerk-treasurer