

Minutes of the Regular Sitting of the Council of the Municipality of the Township of Harrington held at Lost River Community Centre (CCLR), 2811, Route 327 this 18th day of November, 2024 at 7:00 p.m.

Present and forming quorum under the chairmanship of Mayor Gabrielle Parr, Councillors Chantal Scapino, Julie James, Daniel St-Onge and Gerry Clark.

Councillors Richard Francoeur and Robert Dewar are absent.

Deputy Director General and Deputy Clerk-Treasurer Mathieu Dessureault is present.

Agenda

1. Opening of the sitting

2. Information from the Mayor

3. Adoption of agenda

4. Information from councillors

5. Question period

6. Approval of minutes

6.1 Regular sitting of October 21st, 2024

6.2 Special sitting of November 5th, 2024

7. Financial and administrative management

7.1 Tabling of the report on expenses authorized by the general manager and department heads.

7.2 Acceptance of accounts payable and accounts paid for the month of October, 2024

7.3 Tabling of October, 2024 financial report

7.4 Policy for preventing and dealing with harassment, violence and incivility in the workplace

7.5 Budget credit transfers

7.6 Adoption and signature of the collective agreement renewal

7.7 Payment authorization to Inter Chantiers for work on chemin de la Rivière Rouge

7.8 Invoicing to municipalities served by Sûreté du Québec services

7.9 Authorization for the sale of property - Roll number 1779-81-8108, Lot number 6069033 on Chemin des Hurons to the bidder retained by the municipality

7.10 Authorization for the sale of property - Roll number 2187-10-9332, Lot number 6068191 on Chemin du Cimetière to the bidder retained by the municipality

8. Notice of motion and by-law

9. Public works

9.1 Resolution authorizing a call for tenders for the possible purchase of a 10-wheel truck with snow removal equipment and two dumpsters, one for salt and one for granular material

10. Public safety

- Fire response summary.

11. Urban planning and Environment

11.1 Summary of permits issued

11.2 Nomination – Demolition Committee

11.3 Request for minor variance number 2024-0184 for the property located at 3045 Route 327, Roll 2180-90-3529

11.4 Renovation permit no. 2024-0140 concerning PIIA-01 and PIIA-04 for the property located at 32, Chemin des Micmacs (Roll 1778-07-4910)

11.5 Renovation permit no. 2024-0175 concerning PIIA-02 and PIIA-04 for the property located at 69, Chemin de la Rivière Rouge (Roll 1574-81-6610)

11.6 Request for cadastral operation no. 2024-10011 concerning PIIA-01 for the property located at 23, Chemin du Sommet de la Vallée (Roll #s 1772-67-9067 and 1772-68-1706)

12. Environmental health

13. Recreation and culture

13.1 Financial assistance for Christmas baskets at the Lost River Community Center (LRCC)

14. Question period

15. Closure of the meeting

1. Opening of the sitting

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

2. Information from the Mayor

Mayor Gabrielle Parr informs those present about certain files and activities carried out during the month of October 2024.

- In memoriam of Richard (Dick) Dunbar who was a Councillor and Fire Chief for the Municipality of the Township of Harrington from the years 1997 to 2005, we will observe a moment of silence.

2024-11-R349

3. Adoption of the agenda

IT IS MOVED BY: Councillor Chantal Scapino

AND CARRIED THAT the agenda be adopted as proposed.

ADOPTED UNANIMOUSLY

4. Information from councillors

Councillors provide information on certain files and activities in which they participated during the month of October 2024.

5. Question period

The mayor answers questions from the citizens present at the meeting.

6. Approval of Minutes

2024-11-R350

6.1 Ordinary sitting of October 21st, 2024

NOTING THAT a copy of the minutes has been given to each member of the municipal council.

THEREFORE,

IT IS MOVED BY: Councillor Julie James

AND CARRIED THAT the minutes of the regular meeting of the Municipal Council held on October 21st, 2024 be adopted.

ADOPTED UNANIMOUSLY

2024-11-R351

6.2 Special sitting of November 5th, 2024

NOTING THAT a copy of the minutes has been given to each member of the municipal council.

THEREFORE,

IT IS MOVED BY: Councillor Daniel St-Onge

AND CARRIED THAT the minutes of the extraordinary meeting of the Municipal Council held on November 5th, 2024 be adopted.

ADOPTED UNANIMOUSLY

7. Financial and administrative management

7.1 Tabling of report on expenses authorized by management and department heads.

Reports of expenditures authorized by Branch and Service Directors for the month of October 2024 are filed with the Board.

2024-11-R352

7.2 Acceptance of accounts payable and accounts paid for the month of October 2024

IT IS MOVED BY: Councillor Julie James

AND CARRIED to approve the accounts and salaries paid for the month of October, 2024 and the accounts payable, as presented below, and to authorize their payment.

BILLS PAID (CHEQUES ISSUED OCTOBER 2024)

240577	08/10/2024	Inter Chantiers	311170.98
240578	10/10/2024	Services de Cartes Desjardins	1191.56
240579	10/10/2024	Hydro-Québec	1472.67
240580	10/10/2024	Bell Mobilité	190.02
240581	10/10/2024	Jonathan Rodger	50.00
240582	10/10/2024	LBEL Inc.	779.53

240583	31/10/2024	Ministre des Finances	144087.00
240584	10/10/2024	Desjardins Sécurité Financière	6607.60
240585	17/10/2024	Hydro-Québec	334.31
240586	22/10/2024	Inter Chantiers	1261201.67
240587	31/10/2024	Domaine Évasion Plein Air	3249.11
240588	31/10/2024	Heather-Anne MacMillan	41.69
240589	31/10/2024	Le Bons Déjeuners d'Argenteuil	500.00
240590	31/10/2024	Hydro-Québec	2173.77
240591	31/10/2024	Retraite Québec	528.28
240592	31/10/2024	Bell Canada	323.91
240593	31/10/2024	Mathieu Desureault	169.04
240594	31/10/2024	Financière Banque Nationale	871.84
240595	31/10/2024	Cameron MacMillan	50.00
240596	31/10/2024	Desjardins Sécurité Financière	6853.36
240597	31/10/2024	CUPE Local 4852	517.86
240598	31/10/2024	LAMAC	1100.00
240599	31/10/2024	Cancelled cheque (FTQ)	0.00
240600	31/10/2024	Hydro-Québec	66.71
240601	31/10/2024	FTQ	871.68
240602	31/10/2024	Hydro-Québec	32.96
240603	31/10/2024	9129-6558 Quebec Inc.	108761.34

SALARIES PAID
(CHEQUES ISSUED OCTOBER 2024)

Salaires pour les employés	39859.95
Salaires pour les élus	8664.68
Salaires pour les pompiers	931.88
Receveur Général du Canada	7435.13
Ministère du Revenu du Québec	15684.22
CSST	1005.53

BILLS TO BE PAID (CHEQUES TO BE PAID NOVEMBER 2024)

240604	19/11/2024	Waste Management	6754.40
240605	19/11/2024	Parent-Labelle Architecte	11928.66
240606	19/11/2024	Urbacom	6346.62
240607	19/11/2024	J.-René Lafond Inc.	346.56
240608	19/11/2024	Service d'Echange Rapidgaz Inc.	258.69
240609	19/11/2024	MRC des Pays-d'en-Haut	2310.27
240610	19/11/2024	PFD Avocats	257.04
240611	19/11/2024	MRC d'Argenteuil	63990.00
240612	19/11/2024	Claude Prévost	3133.07
240613	19/11/2024	S.T.A.R.	298.94
240614	19/11/2024	Lachute Ford	203.89
240615	19/11/2024	Fonds Information Foncière	60.00
240616	19/11/2024	Gilbert P. Miller et Fils Ltée	2395.16
240617	19/11/2024	Service d'Entretien Ménager-M.C.	1379.70
240618	19/11/2024	Juteau Ruel Inc.	298.70
240619	19/11/2024	Deveau Dufour Mottet Avocats	83.36
240620	19/11/2024	SCP Géotek Inc.	15481.39
240621	19/11/2024	9129-6558 Québec Inc.	47077.47
240622	19/11/2024	Caméléon	1109.55
240623	19/11/2024	Centre de Rénovation Pine Hill	217.12
240624	19/11/2024	Formiciel	709.97
240625	19/11/2024	Formules Municipales	355.85
240626	19/11/2024	Canadian Tire	84.59
240627	19/11/2024	Fosses Septiques Miron	195.46
240628	19/11/2024	Matériaux McLaughlin Inc.	529.47
240629	19/11/2024	Canadian Tire #461	164.35
240630	19/11/2024	H2LAB inc.	341.25
240631	19/11/2024	Service Hydraulique d'Argenteuil	86.63
240632	19/11/2024	Maxiburo	809.63
240633	19/11/2024	Martech	1114.10
240634	19/11/2024	Groupe CLR SRAD Inc.	643.81
240635	19/11/2024	J.B. Dixon Inc.	148.27
240636	19/11/2024	Multi Routes	17174.89
240637	19/11/2024	Jaguar Media	373.67
240638	19/11/2024	Service de Recyclage Sterling	3504.28
240639	19/11/2024	Meuneries Mondou	742.37
240640	19/11/2024	Énergies Sonic RN S.E.C.	7673.98
			<u>2125361.44</u>

I, the undersigned, Director General, certify that the Municipality of the Township of Harrington has the budget credits for the expenses described above.

Mathieu Dessureault
Deputy Director General and
Assistant Clerk-Treasurer

ADOPTED UNANIMOUSLY

7.3 Tabling of the financial report for October, 2024

Mathieu Dessureault, Deputy General Manager and Assistant Clerk-Treasurer, submits the financial report for the month of October, 2024.

ADOPTED UNANIMOUSLY

2024-11-R353

7.4 Policy for preventing and dealing with harassment, violence and incivility in the workplace

WHEREAS everyone has the right to work in an environment that protects their health, safety and dignity.

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

WHEREAS the Municipality of the Township of Harrington adopted such a policy on May 13, 2019 via resolution 2019-05-R115 and that an update is required following the adoption of the Act to Prevent and Combat Psychological Harassment and Violence of a Sexual Nature in the Workplace.

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

WHEREAS the Municipality of the Township of Harrington does not tolerate or condone any form of harassment, violence or incivility in its workplace.

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

CONSEQUENTLY,

IT IS MOVED BY: Councillor Daniel St-Onge

AND CARRIED THAT the Municipality of the Township of Harrington repeals the policy on psychological and sexual harassment in the workplace adopted on May 13, 2019 (Resolution No. 2019-05-R115).

AND THAT the Municipality of the Township of Harrington adopts the *Policy for the Prevention and Management of Situations of Harassment, Violence or Incivility in the Workplace*.

ADOPTED UNANIMOUSLY

1. POLICY OBJECTIVES

The purpose of this policy is to:

- ✓ Establish procedures for dealing with situations of harassment, violence or incivility in the workplace.
- ✓ Clarify the roles and responsibilities of members of the organization.
- ✓ Provide appropriate support, to the extent possible, to victims of harassment, incivility or violence in the workplace.
- ✓ Develop a respectful organizational culture.
- ✓ Contribute to the empowerment, awareness, information and training of the community.

2. SCOPE OF APPLICATION

This policy governs relations between co-workers, between superiors, between managers and subordinates, between employees and citizens, between employees and elected officials, between employees and suppliers, and between employees and any other third party.

This policy applies to conduct that may occur in the workplace. Such conduct may occur at the workplace, including telecommuting locations, during training, meetings or travel, at work-related social events (e.g., Christmas parties, team dinners) or via communications transmitted by technological means (e.g., social media, Zoom, Microsoft Teams).

3. DEFINITIONS

Employee:

A person who performs work under the direction or control of the employer. For the purposes of this policy, interns and volunteers are considered employees.

Employer:

Municipalité du Canton de Harrington

Right to manage:

The employer's right to direct his employees and his organization to ensure its smooth operation and profitability. For example, monitoring work performance, absenteeism, task allocation or the application of a disciplinary or administrative process.

Harassment should not be confused with the exercise of an employer's authority, if it is not exercised in a discriminatory or abusive manner.

Harassment:

Any form of harassment, including psychological harassment, sexual harassment, harassment related to a ground of discrimination contained in the charters of rights and freedoms, administrative harassment (abuse of power) and cyber-harassment.

Psychological harassment:

Psychological harassment is vexatious behaviour in the form of repeated hostile or unwanted words, acts, behaviour, or gestures that are likely to violate a person's dignity or physical or psychological integrity, or that are likely to create unfavourable working conditions that make the workplace

harmful. However, a single serious act that has an ongoing harmful effect may also be considered harassment.

Here are some examples of behaviour that may constitute harassment:

- ✓ A person who intimidates another employee.
- ✓ Damaging an employee's property.
- ✓ Making derogatory remarks about an employee.
- ✓ Stopping speaking to an employee altogether.

Sexual harassment:

Sexual harassment is characterized by words, actions, behavior or gestures of a sexual nature or with a sexual connotation. It may take the form of:

- ✓ Unwelcome sexual advances, requests for favors, invitations or requests of a sexual nature.
- ✓ Sexual comments, remarks about the person's body or appearance, jokes that denigrate gender identity or sexual orientation.
- ✓ Unwanted physical contact, such as touching, pinching, grabbing or deliberate brushing.
- ✓ Threats, reprisals, or any other injustice associated with sexual favors.

Incivility:

Conduct that violates the obligation of mutual respect inherent in workplace relations.

Provisional measures:

Measures put in place by the employer upon receipt of a harassment complaint and during its processing to limit contact between the complainant and the respondent, and thus preserve a healthy work environment.

The Respondent:

The person alleged to have engaged in harassing, violent or uncivil behavior, and who is the subject of a complaint. This may be an employee, including management and executive management, an elected official, a supplier, a citizen or a third party.

Complainant:

The person who believes he or she is the victim of harassment, violence, or incivility at work. This includes employees, managers, and senior management.

Complaint:

Act by which the complainant brings to the employer's attention a potential situation of harassment, violence, or incivility in the workplace. To simplify the text of the policy, the term "complaint" includes "report".

Policy:

This Policy for the Prevention and Management of Harassment, Violence, and Incivility in the Workplace.

Report:

Act by which a person other than the complainant brings to the employer's attention a potential situation of harassment, violence or incivility in the workplace involving an employee.

Immediate superior:

Executive representing the first level of authority above an employee and has direct control over the performance of the employee's work.

Violence in the workplace:

Any action, incident or behavior that deviates from a reasonable attitude by which an employee is attacked, threatened, harmed or injured during or in connection with his or her work. This includes any situation of physical or psychological violence, including spousal, family and sexual violence, where the employee is exposed to such violence at work.

4. ROLES AND RESPONSIBILITIES

All persons covered by the policy must conduct themselves in a manner free of harassment, incivility, or violence. This means, among other things, professional conduct at work-related social events, including moderate alcohol consumption where permitted by the employer.

All persons covered by the policy must also contribute to the establishment and maintenance of a healthy work environment, by reporting to the employer any situation involving harassment, violence, or incivility in the workplace.

The Council:

- a) Supports General Management in the application of the policy.
- b) Receives and oversees all complaints that concern General Management or that are filed by General Management, in which case the articles of the policy apply with the necessary adaptations.
- c) Respects confidentiality throughout the process.

General management:

- d) Is responsible for the application of the policy.
- e) Manages all complaints in accordance with the policy.
- f) Informs the Council of the existence of a complaint or intervention of interest, responding appropriately to protect confidentiality.

Immediate superior:

- g) Ensures policy dissemination and raises employee awareness.
- h) Manages all complaints through the informal resolution mechanism.
- i) Facilitates conflict resolution and collaborates with the various parties involved.
- j) Informs senior management of any complaints or interventions of interest.

The employee:

- k) Is aware of the policy.
- l) Cooperates in settlement mechanisms, when required.

Complainant:

- m) Whenever possible, reports any situation of harassment, violence, or incivility to the potential respondent to ask him or her to cease such behaviour as soon as possible.
- n) Reports the situation to an immediate superior if the alleged harassment, violence, or incivility continues.
- o) Cooperates in the settlement mechanisms.

The respondent:

- p) Cooperates in settlement mechanisms.

5. COMMON RULES FOR COMPLAINT HANDLING MECHANISMS

- a) All complaints are handled with respect, diligence, fairness, discretion, and impartiality, and according to the appropriate mechanism.
- b) The employer may mandate an outside person to carry out, in whole or in part, one or any of the complaint resolution mechanisms. In such a case, the policy is read with the necessary adaptations.
- c) The mechanisms provided for in the policy do not prevent a person from availing himself or herself of the rights conferred by law within the time limits set forth therein.

6. INFORMAL COMPLAINTS MECHANISM

- a) The informal resolution mechanism is designed to avoid unduly disrupting the workplace and to involve the complainant and respondent in the search for informal solutions. The parties may make use of this mechanism at any time during the handling of a complaint.
- b) The complainant informs his or her immediate superior (or senior management if the immediate superior is involved) of the conflict and is informed of the options available to him or her for resolving the conflict.

If the conflict involves senior management, or if the complaint is lodged by senior management, it is reported to the mayor.

- c) If the conflict involves senior management, or if they lodge the complaint, it is reported to the mayor. The person managing a complaint must verify the willingness of the parties to initiate an informal resolution mechanism.
- d) If the parties wish to participate in the informal resolution mechanism, the person managing the complaint must:
 - ✓ Obtain each party's version of the facts.
 - ✓ Stimulate discussion and suggest ways of resolving the conflict.
 - ✓ Identify with the parties the solutions retained to resolve the conflict.

- e) If the informal mechanism fails or if one of the parties does not wish to participate, the complainant is informed of the possibility of continuing with the applicable formal mechanism for managing the complaint. Senior management is also informed of the situation and may then decide to investigate and determine the applicable measures, if any.

7. FORMAL MECHANISM FOR HANDLING HARASSMENT COMPLAINTS

- a) This mechanism does not apply to complaints of violence or incivility in the workplace unless they amount to harassment.
- b) The complainant may address a complaint to the General Manager no later than two (2) years following the last manifestation of harassing conduct; If the complaint is directed at or filed by the General Manager, it is forwarded directly to the mayor.
- c) The complaint may be made verbally or in writing. Details of incidents should be described as accurately as possible, including dates, locations, and names of witnesses, if any. A complaint form identifying the information required to process a complaint is attached.

Investigation

- a) General management, upon receipt of a complaint:
 - ✓ Sends a written acknowledgement of receipt to the complainant.
 - ✓ Establishes interim measures, where required.
 - ✓ Verifies, on a preliminary basis, what has already been done to resolve the situation.
 - ✓ Takes steps to determine the admissibility of the complaint and follows up with the complainant regarding his or her decision.
- b) If the complaint is deemed admissible, the general management examines all the facts and circumstances relating to the allegations made by the complainant.
- c) Senior management first notifies the respondent of the investigation. A written notice is then sent to the respondent at least forty-eight (48) hours before the meeting to obtain his or her version of the facts. The notice of meeting sets out the main points of the complaint.
- d) The investigation involves meetings with the parties involved in the complaint and any relevant witnesses. During these meetings, the complainant and respondent may choose to be accompanied by a person of their choice who is not involved in the complaint. All parties must sign a confidentiality agreement. An accompanying person cannot be a witness.

Conclusions of the investigation

- e) Senior management produces a written report in which it concludes whether or not harassment has occurred. It may then:

- ✓ Meet with the municipal council to inform it whether or not the complaint is founded, and to inform it of its recommendations, if any.
 - ✓ Meet individually with the complainant and respondent to inform them whether or not the complaint is founded.
- f) To follow up on the investigation, the employer may in particular:
- ✓ Intervene in the workplace to stop the harassment.
 - ✓ Impose sanctions.
 - ✓ Establish a special arrangement when the complaint concerns an elected official, citizen, volunteer, or supplier.
 - ✓ Refer those involved in the complaint to an employee assistance service or any other professional resource.
- g) A complaint may be withdrawn in writing at any time. Notwithstanding the withdrawal of a complaint, the Employer reserves the right to continue the investigation if it deems the situation warrants it.
- h) Measures may also be implemented to maintain or contribute to a healthy work environment, even if no allegations of harassment are substantiated.

8. FORMAL MECHANISM FOR HANDLING COMPLAINTS OF VIOLENCE OR INCIVILITY

- a) A complaint may be filed with the General Manager no later than thirty (30) days following the last occurrence of violent or uncivil conduct in the workplace.
- If the complaint is filed with or against the General Manager, it will be forwarded directly to the mayor.
- b) Complaints may be made verbally or in writing. Details of incidents should be described as accurately as possible, including dates, locations, and names of witnesses, if any. A complaint form identifying the information required to process a complaint is attached.
- c) In the event of refusal or failure of the informal resolution mechanism and in the presence of allegations of violence or incivility, the general management investigates in accordance with applicable rules and determines the applicable measures, if any.
- d) If an elected official is the subject of the complaint, it is the responsibility of the municipal council to determine the appropriate process for dealing with the matter.
- e) This mechanism also applies when a supplier, citizen, third party or volunteer is the subject of such a complaint. In such a case, the employer determines the sanctions or special arrangements applicable.

9. SANCTIONS

- a) Any employee, including an executive or general manager, who fails to comply with the policy may be subject to administrative or disciplinary measures, depending on the seriousness of his or her actions, up to and including dismissal.
- b) Any elected official, citizen, volunteer, supplier or third party who fails to comply with this policy may be subject to administrative or legal action.

10. CONFIDENTIALITY

The employer respects the right to confidentiality of personal information relating to the application of the policy. All complaints are handled with discretion and confidentiality is required of all persons involved in a complaint, or in its handling. Subject to what is necessary for the application of the policy, the employer acknowledges that information will remain confidential.

Any settlement mechanism or investigation report is confidential.

If an investigation reveals the presence of harassment or violence in the workplace, all documents relating to the handling and processing of the complaint, including physical evidence and the investigation report, are kept for a minimum of two (2) years and then destroyed after the respondent and the complainant have left the company, in accordance with the rules in effect.

In the case of an investigation concerning incivility or when an investigation does not establish that harassment or violence occurred in the workplace, all material evidence and the investigation report are kept for a minimum of two (2) years following the end of the investigation and destroyed thereafter in accordance with the rules in force.

11. GOOD FAITH

- a) The good faith of the parties is essential to the settlement of any situation. The search for the best possible solution, with the cooperation of each party, is privileged to reach a fair and equitable settlement for all.
- b) Any person to whom the policy applies who refuses to participate in the investigation provided for in the formal settlement mechanism is liable to a sanction.
- c) A person who has filed a complaint deemed malicious, frivolous or in bad faith is liable to a sanction.

12. REPRISALS

A person may not be subjected to any form of prejudice or reprisal for having used the mechanisms provided for in the policy or for having participated in any of the mechanisms. Any person taking reprisals is liable to be sanctioned.

13. REVISION AND AWARENESS

The policy will be reviewed periodically or as required. A copy of the policy is given to each new elected official and employee, including executives and general management. A signed copy is placed in their file.

I acknowledge that I have read and understood the terms of the policy and accept its conditions.

Signature of employee or elected official

Date

Appendix 1 - Preventive measures

In accordance with its legal obligations, the employer implements measures to identify, control and eliminate risks of harassment, by:

- a) Disseminating the policy in such a way as to make it accessible to all via its website.
- b) Giving a copy of the policy to all newly elected officials and employees so that they can familiarize themselves with it.
- c) Ensuring that the policy is understood and respected by all.
- d) Promoting respect between individuals by, among other things, adopting a code of ethics and professional conduct for elected municipal officials and a code of ethics and professional conduct for municipal employees.
- e) Establish a complaint handling process as set out in the policy.
- f) Providing employees and elected officials with training on psychological harassment.
- g) Ensuring that the people designated to receive and manage complaints are trained to assume the responsibilities entrusted to them.

In addition, the employer undertakes to integrate the policy and all resulting measures into the occupational health and safety prevention program or action plan.

Appendix 2 - Complaint form

COMPLAINT FORM		
COMPLAINANT INFORMATION		
Name :	First Name :	
Job/Function:	ID:	
Service :		
Address :		
INFORMATION ON THE RESPONDENT(S)		
Name :	First Name :	
Job/Function :		
Service :		
Name :	First Name :	
Job/Function :		
Service:		
DESCRIPTION OF THE RELATIONSHIP WITH THE RESPONDENT(S)		
<input type="checkbox"/> Immediate Superior	<input type="checkbox"/> Citizen	<input type="checkbox"/> Co-worker
<input type="checkbox"/> Subordinate/employee	<input type="checkbox"/> Elected Municipal Official	<input type="checkbox"/> Supplier
<input type="checkbox"/> Member of the Management	<input type="checkbox"/> Other:	
WITNESS INFORMATION		
Name :	First Name :	
Job/Function :		
Name :	First Name :	
Job/Function :		
Name :	First Name :	
Job/Function :		

7.5 Budget credit transfers

CONSIDERING that it is necessary to make a few changes to the current budget in order to better track expenses and reallocate certain budgets;

CONSEQUENTLY,

IT IS MOVED BY: Councillor Chantal Scapino

AND CARRIED THAT the Council authorizes the following budget transfers:

From

02 11000 133	FRAIS CONGRÈS, FORMATION ELUS	133
02 13000 341	COMMUNICATION BULLETINS	541
02 32000 411	SERVICES PROFESSIONNELS, VOIRIE	153
02 32000 621	ABAT-POUSSIÈRE	1 951
02 45100 631	ESSENCE – ORDURES	8 477
02 61000 340	FRAIS DE PUBLICATION	415
02 70100 494	SUBVENTIONS AUX ORGANISMES	15 000
02 70100 526	ENTRETIEN EQUIPEMENT C.C.L.R.	2 540

To

02 11000 310	FRAIS DE DEPLACEMENT & REPAS	133
02 13000 412	SERVICES JURIDIQUES	310
02 13000 454	FRAIS DE CONGRES, FORMATION	231
02 32000 331	TELEPHONE, COMMUNICATION	153
02 32000 640	FOURNITURES	753
02 32000 642	ENTRETIEN CAMIONS INC. & EQUIP	147
02 32008 525	ENTRETIEN – CAMION FORD 2011	34
02 32020 699	FOURNITURES - SIGNALISATION	1 027
02 45100 446	MATIERES RES. LAC SPECTACLES – HUB.	2 310
02 45110 446	MATIÈRES RÉSIDUELLES (WASTE MANAG)	6 157
02 61000 280	AVANTAGES ASSURANCES	415
02 70100 522	ENTRETIEN BATIMENT LRCC, HVCC	17 540

ADOPTED UNANIMOUSLY

7.6 Adoption and signature of the collective agreement

CONSIDERING THAT the collective agreement with the Canadian Union of Public Employees - Local 4852 will expire on December 31, 2024

CONSIDERING THAT an agreement has been reached between the Municipality of the Township of Harrington and its unionized employees.

CONSEQUENTLY,

IT IS MOVED BY: Councillor Gerry Clark

AND CARRIED THAT the Municipal Council of the Township of Harrington approves the terms of the collective agreement negotiated with the Canadian Union of Public Employees - Local 4852.

AND TO authorize Gabrielle Parr, Mayor, Steve Deschênes, Director General and Clerk-Treasurer, and Mathieu Dessureault, Assistant Director General, to sign the new agreement for and in the name of the Municipality.

AND TO authorize the signing of letters of agreement for Catherine Rowlands and Heather-Anne MacMillan, administrative assistants.

ADOPTED UNANIMOUSLY

2024-11-R356

7.7 Payment authorization to Inter Chantiers for work on chemin de la Rivière Rouge

CONSIDERING THAT the board adopted resolution no. 2024-05-R206 to award the contract *for the road repairs on chemin de la Rivière Rouge, within the framework of the local road assistance program*, to Inter Chantiers in the amount of \$3,495,312.22, taxes included.

CONSIDERING the progress of the work to October 31st, 2024.

CONSEQUENTLY,

IT IS MOVED BY: Councillor Julie James

AND CARRIED to authorize payment of the amount of \$624 504.22 taxes included, to Inter Chantiers representing progressive settlement # 5.

ADOPTED UNANIMOUSLY

2024-11-R357

7.8 Invoicing to municipalities served by Sûreté du Québec services

CONSIDERING THAT the municipalities served by the Sûreté du Québec have just received their invoices for the year 2025.

CONSIDERING THAT the average increase announced is 6.47%, but that the increases for several municipalities are much higher, considerably so.

CONSIDERING THAT the 2025 invoice marks the end of the transitional period leading to a 50-50 sharing of the invoice for Sûreté du Québec services between the Government and municipalities. A period characterized by the establishment of a 7% ceiling and a 2% floor rate.

CONSIDERING THAT during the negotiations for the new formula in 2019, the Ministry of Public Security had assured its municipal partners that increases would be approximately 3% per year once the transitional period was over and that this formula would protect the municipal world from increases of the nature announced in 2025.

CONSIDERING THAT the inflation rate is now approximately 2%.

CONSIDERING THAT the media have recently reported on the management of police overtime in the regions, which is causing significant pressure on the overall cost of the Sûreté du Québec service billed to municipalities.

CONSIDERING the legitimate questions raised by several elected officials concerning the real impact of the number of unfilled police positions and the significant use of overtime, whereas an effective police service requires stability and a long-term community presence.

CONSIDERING the unconsidered increase in the costs of the Sûreté du Québec and their impact on the bill imposed on municipalities.

CONSIDERING THAT the municipal world is not involved in determining the working conditions of police officers and the management of the Sûreté du Québec.

CONSIDERING THAT the total amount billed to municipalities for 2025 is more than \$444.8 million, a considerable amount that should give municipalities a say in the management of these services.

IT IS MOVED BY: Councillor Daniel St-Onge

AND CARRIED THAT the Municipality of the Township of Harrington requests that the Minister of Public Security, Mr. François Bonnardel.

- To mandate an external firm to analyze the management of the Sûreté du Québec, following the example of the process carried out with municipal transport companies, which identified possible solutions to save several hundred million dollars.

- To maintain a ceiling and a floor for bill increases in both the permanent and transitional formulas, until such time as the analysis has identified ways of controlling the uncontrolled rise in the cost of Sûreté du Québec services.

That a copy of this resolution be forwarded to the Minister of Public Security, Mr. François Bonnardel, to the MNA for the Argenteuil riding, Mrs. Agnes Grondin, to the Director General of the Sûreté du Québec, Ms. Johanne Beausoleil, and to the President of the Fédération québécoise des municipalités (FQM), Mr. Jacques Demers.

ADOPTED UNANIMOUSLY

2024-11-R358

7.9 Authorization for the sale of property - Roll number 1779-81-8108, Lot number 6069033 on Chemins des Hurons to the bidder retained by the municipality

CONSIDERING resolution 2024-09-R312 authorizing the sale by call for tenders of registration number F 1779-81-8108.

CONSIDERING THAT the Municipality received 1 offer to purchase following its call for tenders.

CONSIDERING THAT the municipality proceeded with the public opening of tenders received on November 15, 2024 at 10:15 a.m. at the administrative office.

CONSIDERING THAT the Municipality has selected the highest compliant bid.

CONSIDERING that the municipal administration recommends the sale to the winning bidder.

CONSEQUENTLY,

IT IS MOVED BY: Councillor Gerry Clark

AND CARRIED THAT Council authorizes the sale of registration number F 1779-81-8108, cadastre 6069033 to Lucas Ghosn, For Ghosn Holdings Ltd. for an amount of \$9,000 and authorizes Mayor Gabriel Parr and Director General Steve Deschenes to sign all documents and deeds necessary for the transaction.

ADOPTED UNANIMOUSLY

2024-11-R359

7.10 Authorization for the sale of property - Roll number 2187-10-9332, Lot number 6068191 on Chemins des Hurons to the bidder retained by the municipality

CONSIDERING resolution 2024-10-R335 authorizing the sale by invitation to tender of property number F 2187-10-9332.

CONSIDERING that the municipality received 2 offers to purchase following its call for tenders.

CONSIDERING THAT the municipality proceeded with the public opening of tenders received on November 15, 2024 at 10:15 a.m. at the administrative office.

CONSIDERING THAT the Municipality has selected the highest compliant bid.

CONSIDERING that the municipal administration recommends the sale to the winning bidder.

CONSEQUENTLY,

IT IS MOVED BY: Councillor Julie James

AND CARRIED THAT Council authorizes the sale of property number F 2187-10-9332, cadastre number 6068191 to Grant Thompson for an amount of \$30,000 and authorizes Mayor Gabriel Parr and General Manager Steve Deschenes to sign all documents and deeds necessary for the transaction.

ADOPTED UNANIMOUSLY

8. Notice of Motion and by-law

9. Public works

2024-11-R360

9.1 Resolution authorizing a call for tenders for the possible purchase of a 10-wheel truck with snow removal equipment and two dumpsters, one for salt and one for granular material

WHEREAS the Municipality of the Township of Harrington is considering the purchase of a new 10-wheel truck with snow removal equipment, including a salt bucket and a sand bucket for transporting granular material.

WHEREAS the Municipality intends to issue a call for tenders to acquire the vehicle and equipment needed for these winter and summer operations.

WHEREAS the acquisition of the truck and equipment will ensure effective, efficient and cost-effective management of winter and summer road maintenance.

CONSEQUENTLY,

IT IS MOVED BY: Councillor Daniel St-Onge

AND CARRIED THAT the Council of the Municipality of the Township of Harrington authorizes the Management of the Public Works Department to proceed with a call for tenders for the purchase of a 10-wheel truck and its components.

AND THAT the tendering process will be conducted in accordance with the municipality's current procurement policies.

ADOPTED UNANIMOUSLY

10. Public Safety

Mayor Parr provided a synopsis of the fire response.

11. Urban Planning and Environment

11.1 Summary of permits issued

2024-11-R361

11.2 Appointment of the Demolition Committee

/

CONSIDERING THAT the term of office of the members of the Demolition Committee expired on June 12, 2024.

CONSIDERING THAT article 7 of By-law 297-2023 concerning the demolition of buildings provides that three (3) members of the municipal council must be designated by resolution to be members of the demolition committee.

CONSIDERING THAT the mandate is for a period of one (1) year.

CONSEQUENTLY,

IT IS MOVED BY: Councillor Gerry Clark

AND CARRIED to appoint the following Council members as members of the Demolition Committee until November 18, 2025:

Chantal Scapino
Julie James
Robert Dewar

ADOPTED UNANIMOUSLY

2024-11-R 362

11.3 Request for minor variance number 2024-0184 for the property located at 3045 Route 327, Roll 2180-90-3529

CONSIDERING this request for minor variance to allow the construction of a detached garage in the front yard at 3045, Route 327 (lot 6 067 883).

CONSIDERING THAT the owner has built a detached garage in the front yard without having first obtained the required permit.

CONSIDERING THAT the detached garage contravenes section 3.4.2 - *Location of certain buildings or structures in the front yard* as well as certain provisions of section 3.4.6 - *Private garage and carport detached from the main building*.

CONSIDERING THAT in accordance with the By-law governing minor variances, the Planning Advisory Committee (Comité consultatif d'urbanisme - CCU) must submit a recommendation to the Municipal Council, taking into account the provisions of said By-law

CONSIDERING THAT the property owner has submitted all required documents for this request

CONSIDERING THAT, in the opinion of the members of the CCU, this request for minor variance does not comply with the provisions of the by-law governing minor variances and consequently recommend that the council refuse this request.

CONSIDERING THAT the garage was built without a permit.

CONSIDERING THAT the garage could be installed in the rear or side of the property.

CONSIDERING THAT the Mayor is asking if there are any interested parties who wish to make a statement.

FOR ALL THESE REASONS,

IT IS MOVED BY: Councillor Daniel St-Onge

AND CARRIED THAT the said request that the preamble be made an integral part of the present resolution.

AND THAT the Council of the Municipality of the Township of Harrington refuse the request for the minor variance application no. 2024-0184 as submitted.

ADOPTED UNANIMOUSLY

2024-11-R363

11.4 Renovation permit no. 2024-0140 concerning PIIA-01 and PIIA-04 for the property located at 32, Chemin des Micmacs (Roll 1778-07-4910)

CONSIDERING THAT the owner has submitted a request for a certificate of authorization to add a porch and replace the siding on a detached single-family house located at 32, chemin des Micmacs (lot 6 067 797).

CONSIDERING THAT the property affected by this request is subject to the Site Planning and Architectural Integration Program (PIIA) by-law.

CONSIDERING THAT, in accordance with the Site Planning and Architectural Integration Program (PIIA) by-law, the Planning Advisory Committee (CCU) must recommend to the Municipal Council that a request for a site plan be approved, considering the objectives and criteria set out in the by-law.

CONSIDERING THAT the owner has submitted all required documents for this request.

CONSIDERING THAT, in the opinion of the members of the CCU, this renovation project complies with the guidelines, objectives and evaluation criteria set out in the Site Planning and Architectural Integration Program (PIIA) by-law.

FOR ALL THESE REASONS,

IT IS MOVED BY: Councillor Daniel St-Onge

AND CARRIED THAT the Council of the Municipality of the Township of Harrington authorize the PIIA request 2024-0140 as submitted.

ADOPTED UNANIMOUSLY

2024-11-R364

11.5 Renovation permit no. 2024-0175 concerning PIIA-02 and PIIA-04 for the property located at 69, Chemin de la Rivière Rouge (Roll 1574-81-6610)

CONSIDERING THAT the owner has submitted a request for a certificate of authorization to modify one (1) door and replace fifteen (15) windows at 69 Chemin de la Rivière Rouge (lots 6 210 580 and 6 211 324).

CONSIDERING THAT the property affected by this request is subject to the Site Planning and Architectural Integration Program (PIIA) by-law.

CONSIDERING THAT, in accordance with the By-law governing site planning and architectural integration programs (PIIA), the Urban Planning Advisory Committee (CCU) must submit a recommendation to the Municipal Council concerning the site planning and architectural integration program, considering the objectives and criteria stipulated in the By-law.

CONSIDERING THAT the owner has submitted all required documents for the analysis of this request.

CONSIDERING THAT, in the opinion of the members of the CCU, this renovation project meets the guidelines, objectives and evaluation criteria stipulated in the Site Planning and Architectural Integration Program (PIIA) by-law.

FOR ALL OF THESE REASONS,

IT IS MOVED BY: Councillor Chantal Scapino

AND CARRIED THAT the Council of the Municipality of the Township of Harrington authorize the PIIA number 2024-0175 as submitted.

ADOPTED UNANIMOUSLY

2024-11-R365

11.6 Request for cadastral operation no. 2024-10011 concerning PIIA-01 for the property located at 23, Chemin du Sommet de la Vallée (Roll 1772-67-9067 and 1772-68-1706)

CONSIDERING THAT the owner has submitted a cadastral operation request for a property located at 23 chemin du Sommet de la Vallée (lots 6 210 664 and 6 210 668).

CONSIDERING THAT l'immeuble affecté par la demande est assujéti au règlement relatif aux plans d'implantation et d'intégration architecturale (PIIA).

CONSIDERING THAT, in accordance with the Site Planning and Architectural Integration Program (PIIA) by-law, the Urban Planning Advisory Committee (CCU) must recommend to the Municipal Council that a request for a site plan be submitted, considering the objectives and criteria set out in the by-law.

CONSIDERING THAT the owner has submitted all the documents required to analyze the application.

CONSIDERING THAT the members of the CCU consider that the proposed cadastral operation complies with the orientations, objectives and evaluation criteria set out in the Site Planning and Architectural Integration Program (PIIA) by-law.

FOR ALL OF THESE REASONS,

IT IS MOVED BY: Councillor Gerry Clark

AND CARRIED THAT the Council of the Municipality of the Township of Harrington authorizes the cadastral operation request no. 2024-10011 as submitted.

ADOPTED UNANIMOUSLY

12. Environmental hygiene

13. Recreation and Culture

2024-11-R366

13.1 Financial assistance for Christmas baskets for the Lost River Community Centre (LRCC)

IT IS MOVED BY: Councillor Gerry Clark

AND CARRIED to grant financial assistance in the amount of \$250 to the Lost River Community Centre within the framework of the Christmas basket program.

ADOPTED UNANIMOUSLY

14. Question period

The mayor answers questions from the citizens present at the meeting.

2024-11-R367

15. Closure of the sitting

IT IS MOVED BY: Councillor Daniel St-Onge

AND CARRIED THAT the meeting be adjourned at 7:47 p.m.

ADOPTED UNANIMOUSLY

I, Gabrielle Parr, Mayor, certify that the signing of these minutes is equivalent to the signing by me of all the resolutions contained therein within the meaning of section 142 (2) of the Municipal Code of Québec.15.

Gabrielle Parr
Mayor

Mathieu Dessureault
Deputy Director General and
Assistant Clerk-Treasurer