

October 22, 2023

MINUTES of the special sitting of the council of the Municipality of Grosse Ile hereby declared in session by the Mayor, Mrs. Diana-Joy Davies, this 22nd day of October 2023 at 4:30 p.m. in the municipal conference room situated at 1-006, chemin Jerry, Grosse Ile, Quebec, at which time there is quorum.

The following persons are present:

Mayor:	Diana-Joy Davies
Councillors:	Katrina Keating Johanne Clark Miranda Matthews
Assistant Clerk-Treasurer:	Jessica Goodwin
Absent with regrets Councillors:	Marlene Boudreau Nancy Clark Kathy Burke

**OPENING OF THE SITTING AND
WELCOME WORD BY THE CHAIR**

N2023-195

The Mayor, Diana-Joy Davies, opens the sitting and welcomes the persons in attendance.

ADOPTION OF THE AGENDA

R2023-196

It is proposed by Johanne Clark
Seconded by Miranda Matthews
And unanimously approved by the Councillors present

THAT the following agenda be hereby adopted as presented:

1. Opening of the sitting
2. Adoption of the agenda
3. Request for a leave of absence – Fitness center attendant
4. Authorizing purchases – Administrative assistant
5. Autorizing the purchase of a new oven
6. Deveau Avocats – Resolution to obtain legal counsel
7. Question period
8. Close

REQUEST FOR LEAVE OF ABSENCE- FITNESS CENTER ATTENDANT

WHEREAS Kelly Aitkens, the Fitness Center Attendant, has requested the possibility of taking a one month leave of absence;

WHEREAS The leave will be confirmed by the end of the week;

WHEREAS The replacement list for the Fitness Center Attendant has recently been updated with potential new employees;

THEREFORE

R2023- 197

It is proposed by Johanne Clark
Seconded by Katrina Keating
And unanimously approved by the Councillors present

THAT The Municipality of Grosse-Ile approve the request for a one month leave of absence conditionally;

THAT A replacement must be secured for the one month period in order for the request to be approved.

AUTHORIZING PURCHASES- ADMINISTRATIVE ASSISTANT

WHEREAS The current organizational structure of the Municipality of Grosse-Ile leaves the office without purchasing power at given times;

WHEREAS Certain purchases must be authorized and made in a timely manner in order to maintain overall functionality;

THEREFORE

R2023- 198

It is proposed by Katrina Keating
Seconded by Miranda Matthews
And unanimously approved by the Councillors present

THAT The Administrative Assistant, Marianne Paradis, be authorised to make urgent and necessary purchases to maintain safety and functionality of the office and infrastructure;

THAT The purchasing authorisation be limited to \$1000;

THAT A purchase report be submitted to the council at each sitting to present the purchases made under this authorisation.

AUTHORIZING THE PURCHASE OF A NEW OVEN

- WHEREAS** The kitchen located in the municipal complex is often rented for different occasions;
- WHEREAS** The Municipality is currently in a lease agreement with the Centre de la petite enfance de l'est (CPE) for the daily use of the kitchen space and equipment;
- WHEREAS** The kitchen has two convectional ovens, one of which is current defective;
- WHEREAS** The CPE has made a request to the Municipality to purchase a new double oven, which will help their logistics of preparing and serving meals in a timely manner;
- WHEREAS** The CPE has offered to contribute financially to the cost of purchasing the double oven;

THEREFORE

R2023- 199

It is proposed by Katrina Keating
Seconded by Miranda Matthews
And unanimously approved by the Councillors present

THAT The Municipality of Grosse-Ile authorise the purchase of a new double oven, costing \$2,507.98 plus taxes;

THAT The CPE be responsible for fifty percent of the purchase and billed accordingly.

DEVEAU AVOCATS- RESOLUTION TO OBTAIN LEGAL COUNSEL

- WHEREAS** The Municipality of Grosse-Ile requires legal advice on certain certain;
- WHEREAS** The Municipality does not have a lawyer on retainer;
- WHEREAS** That the Municipality must appoint a person to take charge of the file;
- WHEREAS** The Mayor, Diana-Joy Davies, has contacted Deveau Avocats for information;

THEREFORE

R2023- 200

It is proposed by Miranda Matthews
Seconded by Johanne Clark
And unanimously approved by the Councillors present

THAT the Municipality of Grosse-Île mandate the Mayor, Diana-Joy Davies, to be responsible for the legal counsel file;

THAT The Mayor, Diana-Joy Davies, be authorized to sign, on behalf of the Municipality of Grosse-Île, the offer of service with Deveau Avocats.

QUESTION PERIOD

N2023-201 No questions are asked as no members of the public are present.

CLOSE

R2023-202 The session is closed on a motion from Miranda Matthews at 5:14 p.m.

Diana-Joy Davies
Mayor

Jessica Goodwin
Assistant Clerk-Treasurer