

March 17th, 2015

An extraordinary sitting of the Council of the Municipality of Stanstead Township held **SEVENTEENTH day of March of the year two thousand FIFTEEN**, time and place of regular meetings.

PRESENTS: Councillors Gaétane Langlois Gaudreau, Janet Cooper, George C. Atkin, Dany Brodeur and Christian Laporte

ABSENT: Councillor Pierre Martineau

ALL FORMING A QUORUM chaired by Mayor Francine Caron-Markwell.

The Director General and secretary treasurer Me Josiane Hudon is also present. in accordance with the *Law of Municipal Code*.

15-03-067

1. Opening of the meeting

The Mayor, Mrs. Francine Caron Markwell, declared the meeting open at 7:00 P.M.

Council members attest to having received the notice referred to in section 156 of the Municipal Code, at least two days prior to this meeting.

The Mayor reminded council members and citizens that the present proceedings and the question period, during this session will focus exclusively on the topics on the agenda, all in accordance with section 153 of the Municipal Code.

15-03-068

2. Adoption of the agenda

*Proposed by Councillor Christian Laporte
Seconded by Councillor Janet Cooper
It is resolved*

THAT the agenda be adopted as submitted.

15-03-069

3. Adoption of wage policy

WHEREAS the Council accepted the offer of service Brio Human Resources for the implementation of a salary structure in November, the whole as it appears from the resolution 14-11-966;

WHEREAS the policy is now completed and the Council has read and declares itself satisfied;

*Proposed by Councillor Gaétane Gaudreau
Seconded by Councillor Christian Laporte
It is resolved*

THAT the Council adopts the wage policy (Version March 17th 2015).

THAT the document now serves as a unique reference for the granting of salaries of permanent and seasonal employees.

CARRIED

15-03-070

4 Adoption of the revised employee manual

WHEREAS Council adopted the employee manual in October, as appears in resolution no. 2014-10-939;

WHEREAS some changes had to be made;

WHEREAS Council received a copy of the revised manual and declares itself satisfied;

*Proposed by Councillor Janet Cooper
Seconded by Councillor Dany Brodeur*

It is resolved

THAT Council adopts the revised employees 'manual (Version March 17th 2015) as presented.

CARRIED

15-03-071

5. Hiring the person in charge of the Public Works and Infrastructures

WHEREAS the termination of employment of the person in charge of the Public Works and Infrastructure, Mr. Masse took place in January;

WHEREAS the Director General has conducted a call for applications to fill the position;

WHEREAS a selection committee was formed, which was composed of Mayor Francine Caron Markwell, councillor Pierre Martineau and the Director General Josiane Hudon;

WHEREAS Mr. Pierre-Luc Doyon, already employed at the municipality as the assistant for the Public Works and Infrastructure, temporarily held the post during time of the hiring process;

WHEREAS Mr. Doyon applied for the said position;

WHEREAS the selection committee, after several interviews, selected Mr. Doyon, but he needs to fill in requirements such as office training provided by someone with experiences in office work and public roads;

Proposed by Councillor George Charles Atkin

Seconded by Councillor Janet Cooper

It is resolved

THAT Council hires Mr. Pierre-Luc Doyon as the person in charge of Public Works and Infrastructures, according to the conditions stipulated in the employment contract. The councillors recognize having received a copy and they agree with the terms.

THAT Council authorizes and mandates the mayor or in her absence the Deputy Mayor and the Director General or in her absence the assistant, to sign the said employment contract for and on behalf of the municipality.

THAT the amount of the expenditure is appropriate for the budget items concerned.

CARRIED

15-03-072

6. Hiring Mr. Pierre Plante for the department of Public Works and Infrastructures

WHEREAS the Council hired Mr. Doyon by the previous resolution as the person in charge of Public Works and Infrastructures, provided that the latter is trained in the appropriate office work;

WHEREAS the Mayor made contact with Mr. Pierre Plante, Director of roads for the municipality of East Bolton for several years, to offer him a contract;

WHEREAS Mr. Plante accepted the terms of the contract and will take office as of Monday, March 30th, for a period of 6 months, with the option to terminate the contract after three months;

Proposed by Councillor Gaétane Gaudreau

Seconded by Councillor Dany Brodeur

It is resolved

THAT the Council hired Mr. Pierre Plante in the road department according to the terms of the contract of which the Council acknowledges having received a copy and said they agreed with the terms.

THAT Council authorizes and mandates the mayor or in her absence the Deputy Mayor and the Director General or in her absence the assistant, to sign for and on behalf of the municipality the said employment contract.

THAT the amount of the expenditure is appropriate for the budget items concerned.

CARRIED

15-03-073

7. Adoption of the contracts for municipal employees

WHEREAS last January the Council renewed contracts of employment for permanent employees of the municipality on the same terms as those in their last contract until the implementation of the wage policy and their new contract, all according to resolution no. 15-01-017;

WHEREAS the Council has adopted the policy and that the contracts were drafted accordingly;

***Proposed by Councillor Dany Brodeur
Seconded by Councillor Gaétane Gaudreau
It is resolved***

THAT Council renews contracts for the following municipal employees and acknowledges having received a copy of the contracts and said they agreed with the terms:

- Director General and Secretary-Treasurer : Josiane Hudon;
- Assistant Secretary-Treasurer : Denise Girard;
- Administrative Assistant : Nancy Vanasse;
- Building and Environmental Inspector : Dominic Gauthier;
- Environmental Inspector François Duquette;
- Community Agent Development : Hélène Hamel;
- Housekeeping Josée Carrière;
- Attendants for the launching ramps in Georgeville and Fitch Bay: Jean Plante, Maryse Lévesque and Gaétan Lessard.

THAT Council authorizes and mandates the mayor or in her absence the Deputy Mayor and the Director General or in her absence the Deputy Director General, to sign for and on behalf of the municipality the said employment contract.

THAT the amount of the expenditure is appropriate for the budget items concerned.

CARRIED

6. PUBLIC QUESTION PERIOD

15-03-074

7. CLOSING SITTING

The adjournment was proposed by Councillor Gaétane Gaudreau, at 7:10 P.M.

Francine Caron Markwell
Mayor

Me Josiane Hudon
Director General and Secretary-Treasurer

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