



The regular meeting of the Municipality of Hinchinbrooke took place on **March 3, 2025** at Town Hall 1056 Brook Road, Hinchinbrooke, Quebec. Mayor Wallace presided in the presence of the following councilors:

Marc Bakos
Ralph Duncan
Kirk Feeny
Tanya Clarke
Laurie Ann Prévost

Absent:

Elgin MacFarlane

Also present:

A citizen residing on the Athelstan Road and two citizens on Fairview road.

Nancy Westerman, Assistant municipal clerk & treasurer, recorded the minutes of the meeting.

1. OPENING OF THE MEETING

25-03-01

PROPOSED BY: Councilor Duncan
SECONDED BY: Councilor Prévost

That the regular meeting be opened at 8:01 p.m.

ADOPTED

2. ADOPTION OF THE AGENDA

25-03-02

PROPOSED BY: Councilor Prévost
SECONDED BY: Councilor Duncan

That the agenda be adopted as distributed.

ADOPTED

Note: councilor Clarke arrived at 8:03

3. ADOPTION OF THE MINUTES OF THE ORDINARY MEETING HELD IN FEBRUARY

25-03-03

PROPOSED BY: Councilor Clarke
SECONDED BY: Councilor Prévost

That the French version of the minutes of the regular meeting held on February 3, 2025 be adopted as distributed.

ADOPTED

4. URBAN PLANNING

Council took note of the municipal inspection report submitted by the inspector during the caucus meeting of February 25, 2025.



4.1 **TOPONOMY**

WHEREAS The Commission of Toponymy of Quebec has requested that certain road names in the Municipality of Hinchinbrooke be modified and Officialized

25-03-04

PROPOSED BY: Councilor Duncan
SECONDED BY: Councilor Feeny

To accept the request and modify the following names :

Rue Bich Lane Road to Rue Birch
Chemin Gore to Montée Gilmore
Rue Shady Lane to Rue Shady
Rue Spruce Lane to Rue Spruce
Rue Willow Way to Rue Willow

And to officialize Athelstan Park

ADOPTED

5. **PUBLIC WORKS**

The Council took note of the Public Works Report submitted by the Roads Supervisor during the February 25, 2025, Caucus Meeting.

5.1 RESOLUTION REQUEST HUNTINGDON SEWAGE CONNECTION CLUFF DEVELOPMENT

WHEREAS: a specific sewer line in the Cluff development between Fairview Road and Rue Luc Street is often blocked and will require repairs in the near future;

WHEREAS: The sewer pipe in question is located in an area that is very hard to get to with machinery or equipment ;

WHEREAS: Any work or repairs to the infrastructure must be approved by the town of Huntingdon;

25-03-05

PROPOSED BY: Councilor Bakos
SECONDED BY: Councilor Duncan

That the municipality make a request to the town of Huntingdon to modify the current layout and add a section of pipe that would follow Luc Street from the corner of Kennedy and Luc to the corner of James and Luc.

ADOPTED

5.2 SALE OF MUNICIPAL TRUCK

25-03-06

PROPOSED BY: Councilor Feeny
SECONDED BY: Councilor Duncan

That the council agrees to the sale of a municipal truck, a 2002 Chevrolet Silverado. The vehicle will be posted on the two public boards designated by the municipality. The vehicle will also be posted on the municipal website and in the municipal bulletin. The municipality will take sealed bids and a date of 1 month after the publication will be selected for the opening of the bids.

ADOPTED



6. COMMUNICATION AND COMMUNITY SERVICE

6.1 FIRE FIGHTERS

6.1.1 INTERMUNICIPAL AGREEMENT ON THE HINCHINBROOKE FIRE DEPARTMENT / TOWN OF HUNTINGDON

WHEREAS the municipalities wish to avail themselves of the provisions of sections 468 et seq. of the *Cities and Towns Act (CQLR, chapter C-19)* and Articles 569 et seq. of the *Code municipal (R.L.R.Q., chapitre C-27.1)* to enter into an inter-municipal agreement for mutual assistance in the event of fire and emergency response ;

WHEREAS the *Fire Safety Act (R.S.Q., chapter S-3.4)* establishes a system of mutual assistance between municipal fire departments and establishes the conditions for it ;

WHEREAS the municipal council has taken note of the agreement and that it undertakes to respect its conditions ;

CONSEQUENTLY

25-03-07

PROPOSED BY: Councilor Clarke
SECONDED BY: Councilor Duncan

To enter into the mutual aid agreement in the event of fire and emergency response ;

To authorize the Mayor as well as the Director General and Clerk-Treasurer to sign, for and on behalf of the Municipality of Hinchinbrooke, any document relating to this agreement.

ADOPTED

6.2 Arena

Nothing to report

6.3 LOISIRS

6.3.1 DONATION REQUEST – PROJECT COMMUNIC ACTION

25-03-08

PROPOSED BY: Councilor Prévost
SECONDED BY: Councilor Duncan

That the Municipality of Hinchinbrooke issue a donation in the amount of \$150 to the Project Communic Action

ADOPTED

6.3.2 DONATION REQUEST – HUNTINGDON FAIR

25-03-09

PROPOSED BY: Councilor Bakos
SECONDED BY: Councilor Duncan

That the Municipality of Hinchinbrooke issue a donation in the amount of \$1500 to the Huntingdon fair

ADOPTED



7. CORRESPONDENCE AND NEW BUSINESS

Mayor Wallace reviewed the list of correspondence received during the month of February 2025.

7.1 INSURANCE REQUIREMENTS – ELECTRICAL COMPONENTS

WHERE AS : The insurance company came and did a preventive inspection of all the municipal buildings;

WHERE AS: Following the inspection the insurance company recommended that we change three electrical components and ground all propane heating systems to remain conform;

PROPOSED BY: Councilor Bakos
SECONDED BY: Councilor Clarke

To make the necessary changes to adhere to the recommendations.

ADOPTED

7.6 SALE FOR UNPAID TAXES 2025

WHEREAS the council of the municipality of Hinchinbrooke approves the official list and asks the MRC du Haut-Saint-Laurent to proceed and to delegate the mayor and the director-general to attend the sale and to acquire the properties in the name of the municipality, in the event there is no buyer.

Matricule	No client	Nom	total
5884 72 2505	749	ARCHIBALD SIDNEY MCDONALD & UX	195,16 \$
5983 49 7361	1335	CAROLAN JOHN A	197,34 \$
5984 64 9407	2227	CHICOINE BRIAN	1 931,17 \$
5884 42 5370	5163	DAGENAIS ALEX	3 252,61 \$
5091 71 8838	5017	DAIGNEAULT ROMEO	19,17 \$
5884 51 6808	729	DRENNAN WILLIAM	90,01 \$
5787 55 7950	667	HUET YANICK	8 856,84 \$
5988 21 7975	1697	JEAN PAUL	7 659,87 \$
5885 21 8532	868	LANTEIGNE MARIE-CLAUDE	2 887,10 \$
5884 61 3137	741	LAWRENCE CECIL H.	241,57 \$
6586 29 4512	1952	MCNALLY JOAN	6 664,92 \$
6290 22 3871	5134	MUIR ARCHIBALD	509,66 \$
5189 04 8309	105	REDMOND MARY	338,09 \$
5188 66 6979	58	VINE DEREK	8 341,94 \$
5892 38 7649	5098	WALSH HUGH	9,68 \$
5897 12 5118	5100	WARREN JUDITH	25,20 \$
5289 73 1948	5030	BRINS JAMES	16,96 \$
5294 85 1613	5041	TINKER PHILIP A.	2,23 \$
5189 14 1690	5022	JOLICOEUR DONAT	2,53 \$
6486 99 7074	5137	PATTERSON ELLEN	118,26 \$
			<u>41 360,31 \$</u>



25-03-10

PROPOSED BY: Councilor Bakos
SECONDED BY: Councilor Clarke

That the following client list be approved:

ADOPTED

8. QUESTION PERIOD

Question 1

A citizen residing on Athelstan road asked council to explain the request to Huntingdon, in regards to the sewage connection Cluff development; Mayor Wallace explained to the citizen that this to correct a flood situation that occurs regularly in the spring

Question 2

A citizen residing on Fairview road asked council to explain, how to obtain a fire permit also who and when it is necessary to obtain a fire permit. The citizen also, asked if the permit issued is good for only one time or if it can be used for a prolonged period of time. The Mayor, Mr. Wallace, explained that the fire permits are required between April and November and that the fire wardens decide upon inspection how long a permit is good for and what the criteria is for receiving the permit.

With no further questions from the floor, the question period was closed.

9. INVOICES TO BE APPROVED

25-03-11

PROPOSED BY: Councilor Bakos
SECONDED BY: Councilor Duncan

That the accounts payable for the period from February 3, 2025 to March 3, 2025 in the amount of \$136,274.46 be adopted and paid and that said accounts be kept in a register for this purpose and form an integral part of these minutes.

ADOPTED

10. ADJOURNMENT

25-03-12

PROPOSED BY: Councilor Prevost
SECONDED BY: Councilor Feeny

That the business of the meeting having been duly completed, the meeting is adjourned at 8:15 p.m.

ADOPTED

Mark Wallace
Mayor

Nancy Westerman
Assistant Municipal Clerk &
treasurer