

The regular meeting of the Municipality of Hinchinbrooke was held on **June 1, 2026** at the Town Hall, located at 1056 Brook Road, in Hinchinbrooke, Quebec. Mayor Wallace chaired the meeting with the following councillors:

Andreas Gabriel  
Ralph Duncan  
Elgin MacFarlane  
Tanya Clarke  
Kirk Feeny  
Laurie Ann Prevost

**Also present:**

Resident of Fairview Road, Dewittville.  
Resident of Fairview Road, Dewittville.  
Resident of Montée Powerscourt Road.  
Resident of Montée Powerscourt Road.

Adam Antonopoulos, Director General, recorded the minutes of the meeting.

**1.        OPENING OF THE MEETING**

**26-06-01                PROPOSED BY:** Councillor Gabriel  
**SUPPORTED BY:** Councillor Clarke

That the regular meeting be called to order at 8:00 p.m.

**CARRIED**

**2.        ADOPTION OF THE AGENDA**

**26-06-02                PROPOSED BY:** Councillor Clarke  
**SUPPORTED BY:** Councillor Prevost

That the agenda be adopted as distributed.

**CARRIED**

**3.        ADOPTION OF THE MINUTES OF THE REGULAR MEETING  
HELD IN MAY**

**26-06-03                PROPOSED BY:** Councillor Clarke  
**SUPPORTED BY:** Councillor Prevost

That the French version of the minutes of the regular meeting held on May 4, 2026 be adopted as distributed.

**CARRIED**

**26-06-04                PROPOSED BY:** Councillor Clarke  
**SUPPORTED BY:** Councillor Prevost

That the English version of the minutes of the regular meeting held on May 4, 2026 be adopted as distributed.

**CARRIED**

**4.        URBAN PLANNING**

Council noted the Municipal Inspection Report submitted by the Inspector at the May 28, 2026 Caucus Meeting.

5. **PUBLIC WORKS**

Council noted the Public Works Report submitted by the Highway Supervisor at the May 28, 2026 Caucus Meeting.

**CALL FOR TENDERS PAVING AND WORKS 2026**

**WHEREAS:** The Municipality of Hinchinbrooke wishes to replace a portion of the sewer line on James and Luc streets in Hinchinbrooke;

**CONSIDERING:** The company EXP to draw up and prepare the plans and specifications;

26-06-05

**PROPOSED BY:** Councillor Duncan  
**SUPPORTED BY:** Councillor Feeny

That the Municipality of Hinchinbrooke approve that EXP Engineering launch the call for tenders.

**CARRIED**

6. **COMMUNICATION AND COMMUNITY SERVICE**

6.1 **FIRE DEPARTMENT**

**6.1.1 2026 FIRE BUDGET ERROR**

**WHEREAS** the Municipality approves and adopts a budget each year;

**WHEREAS** Council approved a budget of \$9,500.00 for the vehicle registration station;

**WHEREAS** the Director-General noticed that this amount had been omitted from the final budget and that this item had remained at zero;

26-06-06

**CONSEQUENTLY,** it is  
**PROPOSED BY:** Councillor Duncan  
**SUPPORTED BY:** Councillor Gabriel

The amount of \$9,500.00 for this item will be paid from the general surplus.

**CARRIED**

**6.1.2 GENERAL DISCUSSION REGARDING THE INTEREST IN INTERMUNICIPAL ENGAGEMENT**

**WHEREAS** there is more paperwork and requirements, and a lack of time for volunteer firefighters;

**WHEREAS** the Town of Huntingdon has contacted several neighboring municipalities to find out their interest and need for assistance in this regard;

**IN COSEQUENCE**

The Hinchinbrooke Municipal Council would be interested in joining with other municipalities to hire a qualified employee to assist with ministerial duties.

6.2     **ARENA**

Nothing to report

6.3     **LEISURE**

Nothing to report

6.4     **DONATION REQUEST**

Nothing to report

7.       **CORRESPONDENCE AND NEW BUSINESS**

Mayor Wallace reviewed the list of correspondence received during the month of May 2026.

7.1     **PET SERVICES**

**WHEREAS** the Municipality wishes to retain the services of an animal inspector to support the municipal inspector in the application of provincial and municipal laws relating to the management of animals on its territory;

**WHEREAS** the Municipality has been informed by its current service provider, SPCA OUEST, that it will not renew its contract with the Municipality of Hinchinbrooke for the year 2027;

**CONSIDERING that** the Regulation implementing the Act to promote the protection of persons by establishing a framework concerning dogs is in force;

**CONSIDERING that** the by-law is applicable by the Municipality;

**WHEREAS** the By-law allows a Municipality to designate a canine controller as an inspector/investigator to ensure the application of the By-law.

26-06-07

**PROPOSED BY:** Councillor Feeny  
**SUPPORTED BY:** Councillor Clarke

That the Municipality of Hinchinbrooke designate Isabelle Robert as animal controller for the year 2027 in the amount of \$15000 per year as well as the month of June, July, August, September, November and December 2026 in the amount of \$7,500.00 if the current provider wishes to terminate its contract early according to the conditions and specifications that will be listed by the municipality and included in the agreement that will be signed by the Director General Adam. Antonopoulos and Isabelle Robert, following a meeting between the parties.

It is also unanimously resolved that the Municipality of Hinchinbrooke authorizes, designates and appoints Isabelle Robert as inspector/investigator for the entire application of the provincial by-law "By-laws for the purposes of the Act to promote the protection of persons by establishing a framework concerning dogs" and all municipal by-laws concerning animals. Act as an officer and designated officer of the Municipality of Hinchinbrooke and to this end, issue and sign notices or reports of violations and issue

penalties as necessary to ensure compliance with and enforcement of the animal by-laws of this municipality.

CARRIED

7.2 **COMPLETION OF COUNCIL MEMBER TRAININGS – ETHICS AND MUNICIPAL GOVERNANCE / LOCAL GOVERNANCE**

**CONSIDERING** the importance of continuing education for elected municipal officials;

**WHEREAS** on January 19 and 20, 2026, all members of Council and the Mayor of the Municipality of Hinchinbrooke attended the training courses "Ethics and Municipal Governance: Developing the Ethical Competence of Elected Officials" and "Mastering Local Governance: Municipal Functioning, Urban Planning and Public Finance", given by the firm Dunton Rainville Lawyers and Notaries;

**ACCORDINGLY,**

26-06-08

**PROPOSED BY:** Councillor Feeny  
**SUPPORTED BY:** Councillor Clarke

**THAT** the Municipal Council of the Municipality of Hinchinbrooke takes note of the report tabled confirming the participation of all members of Council in the above-mentioned training courses.

CARRIED

7.3 **REPORT OF CORRECTION**

In accordance with section 202.1 of the Municipal Code of Québec (R.S.Q. c. C-27.1), I, the undersigned Adam Antonopoulos, Secretary-Treasurer of the Municipality of Hinchinbrooke, make a correction to the by-law concerning animals applicable by the Sûreté du Québec of the Municipality of Hinchinbrooke. A copy of the minutes of correction shall be tabled at this meeting of the council.

**WHEREAS** the Municipality of Hinchinbrooke adopted on **26-03-08**, amendments to By-law #378-28 concerning an amendment to the zoning by-law ;

**WHEREAS** the Resolution adopting these amendments did not mention the adoption of the by-law;

26-06-09

**PROPOSED BY:** Councillor Feeny  
**SUPPORTED BY:** Councillor Clarke

I, Adam Antonopoulos, Secretary-Treasurer of the Municipality of Hinchinbrooke, make a correction to Resolution **26-03-08** as follows:

**TABLING OF DRAFT BY-LAW 378-28 CONCERNING ZONING**

That draft by-law #378-28 concerning zoning be tabled. That a draft by-law bearing number 378-28 be adopted and that the following be enacted and ruled by.

In witness whereof, I certify that this correction was made on June 1, 2026.

CARRIED

7.4 **CITIZEN 1906 – JUDICIAL PROCEEDINGS**

**WHEREAS** the citizen is contravening Section 3.3.5, 3.4, 3.5 and 3.6 of By-law 352-2025 relating to the protection of persons and property, animals, nuisances, May 3, 2026: Two dogs at large, off-leash and not properly confined, in a public place, attacked and bit another dog that was on a leash;

**WHEREAS** the owner had already been warned of these and other offences in a letter received and signed on 28 November 2024;

26-06-10

**PROPOSED BY:** Councillor Gabriel  
**SUPPORTED BY:** Councillor Prevost

That Council authorizes Isabelle Robert to proceed with the prosecution of the above-mentioned offenders in municipal court to enforce the above-mentioned municipal by-laws. Above from the Municipality of Hinchinbrooke.

**CARRIED**

7.5     **DRAFT DRAFT BY-LAW 457-B CONTRACT MANAGEMENT**

**NOTICE OF MOTION** of Draft By-law 457-B concerning contract management was given by Councillor Clarke.

7.6     **DEPOSIT DRAFT BY-LAW 457-B CONTRACT MANAGEMENT**

**WHEREAS** By-law number 457 on contract management was adopted by the Municipality on May 1, 2023, in accordance with section 938.1.2 of the *Municipal Code of Québec* ("CM")

**WHEREAS** the *Act respecting contracting by municipal bodies* (CQLR, c. C-65.01), which came into force on April 1, 2026, replaces the provisions previously applicable to municipal contract management and now establishes the rules governing the awarding and management of contracts by municipal bodies;

**WHEREAS** the coming into force of the Act respecting contracting by municipal bodies and its regulations requires the amendment of the Municipality's contract management by-law to ensure that it is consistent with the new legislative framework applicable to contractual matters;

26-06-11

**PROPOSED BY:** Councillor Clarke  
**SUPPORTED BY:** Councillor Feeny

That draft By-law #457-B concerning contract management be deposited. That a draft by-law bearing number 457-B be adopted. The members of the council declare that they have read the by-law and refrain from reading it.

7.7     **CITIZEN REQUEST – HUNTINGDON WATER SERVICES**

A citizen who has purchased a piece of land wants to develop it and asks the municipality of Hinchinbrooke to ask the town of Huntingdon to ensure the water connection of this land;

**WHEREAS** the Town of Huntingdon currently has a moratorium on water and sewer services;

**WHEREAS** the Municipality of Hinchinbrooke held a meeting with the Town of Huntingdon regarding this application;

**WHEREAS** the Town of Huntingdon has explained that no service will be provided until a feasibility study has been completed by the Municipality of Hinchinbrooke;

**26-06-12**

**PROPOSED BY:** Councillor Clarke  
**SUPPORTED BY:** Councillor Duncan

The board asked the general manager to obtain a preliminary estimate for this study before any decision was made. The council also asked the director general to contact the citizen who made the request and inform him of the decision made.

**CARRIED**

**7.8     SEWAGE TREATMENT PLANT EMPTYING – ATHELSTAN**

**WHEREAS** the municipality must empty the basin of the sewage treatment plant;

**WHEREAS** the municipality has requested quotes from several suppliers;

**WHEREAS** one of the suppliers was much cheaper, but requires certain checks to ensure that the material can be disposed of in a manner that will reduce costs;

**26-06-13**

**PROPOSED BY:** Councillor Gabriel  
**SUPPORTED BY:** Councillor Prevost

The board conditionally approves the supplier's quote and approves the costs necessary for the company to verify certain requirements.

**CARRIED**

**8.     QUESTION PERIOD**

A citizen asked what By-law 378-28 was, and the mayor replied.

The same citizen wanted to know if the new by-law concerning zoning restrictions relating to the withdrawal of water for commercial purposes had come into force. The mayor explained that the MRC had to adopt it at its next meeting in June for approval before the by-law could come into force.

The citizen also wanted to know if the municipality of Hinchinbrooke was interested in conducting a study on water levels to establish baseline data and ensure proactive monitoring. The mayor explained that municipal wells could be used for this study. He also invited the citizen to find out more about the desired analyses and how they will be carried out.

A citizen asked a question on item 7.4 of the agenda, and more specifically on citizen no. 1906, the mayor explained that assigning a number to citizens in the minutes guarantees the confidentiality of their personal information.

A citizen asked if a permit was needed to cut down dead trees on his property. The mayor explained that he had to check with the

inspector before starting any work. The citizen indicated that he would send an email to the inspector.

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

9. **INVOICES TO BE APPROVED**

26-06-14

**PROPOSED BY:** Councillor Feeny  
**SUPPORTED BY:** Councillor Duncan

That the accounts payable for the period May 5, 2026, to June 1, 2026 in the amount of \$342,973.45 be adopted and paid and that the said accounts be kept in a register for that purpose and form part of these minutes.

**CARRIED**

10. **ADJOURNMENT**

26-06-15

**PROPOSED BY:** Councillor Clarke  
**SUPPORTED BY:** Councillor Prevost

The business of the meeting having been duly concluded, the meeting is adjourned at 8:16 p.m

**CARRIED**

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Mark Wallace  
Mayor

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Adam Antonopoulos  
Director General