



**Minutes of the Council of the Municipality of
Blanc-Sablon**

Resolution or
Notation No.

**PROVINCE OF QUEBEC
MUNICIPALITY OF BLANC-SABLON**

Minutes of the regular municipal council sitting of the Municipality of Blanc-Sablon held on February 21st 2023, at the municipal hall in Blanc-Sablon at 7:00 p.m. under the chairmanship of the Mayor, Mr. Andrew Etheridge, and also present to form quorum:

The councillors: Johanne V. Beaudoin
 Colin Shattler
 Jarvin Joncas
 Jean-Roger Dumas

Karine Benoit, Acting General Director of the Municipality of Blanc-Sablon, was also present.

OPENING OF THE SITTING

The president of the assembly verified the quorum and declared the sitting opened at 7:01 p.m. after a minute of silence.

2023-014

READING AND ADOPTION OF THE AGENDA

WHEREAS the Mayor invites the Acting General Director to read the proposed agenda;

CONSEQUENTLY, it is proposed by **Jarvin Joncas** seconded by **Johanne V. Beaudoin** and unanimously resolved to adopt as presented.

THE AGENDA

1. **OPENING OF THE SITTING**
2. **READING AND ADOPTION OF THE AGENDA**
3. **ADOPTION AND FOLLOW-UP OF THE MINUTES OF THE SITTING HELD ON JANUARY 17 TH 2023**
4. **DEPOSIT AND ADOPTION OF THE CHEQUES ISSUED AND THE NON-REDUCIBLE EXPENSES PAID DURING THE MONTH OF JANUARY 2023**
5. **DEPOSIT AND ADOPTION OF THE PAYABLES FOR THE MONTH OF JANUARY 2023**
6. **DEPOSIT AND ADOPTION OF THE BUDGETARY REPORT FOR THE MONTHS OF JANUARY AND FEBRUARY 2023**
7. **RECEIVABLES TAXES UP TO JANUARY 31 ST 2023**
8. **DEPOSIT OF THE MAYOR'S MONTHLY ACTIVITY REPORT**
9. **ANNUAL SALARY INCREASES FOR EMPLOYEES IN ACCORDANCE WITH THE RISING COST OF LIVING (2.5%)**
10. **UPDATE OF THE HUMAN RESOURCES MANAGEMENT POLICY FOR MUNICIPAL EMPLOYEES**
11. **PROFESSIONAL SERVICE OFFER REF. # 17-1005 DATED 01/20/2023 FROM LOUIS BOURQUE, ENGINEER, FOR THE REALIZATION OF THE QUARTERLY FOLLOW-UP REPORTS (4) ACCORDING TO THE ARTICLE 53.0.1 OF THE BY-LAW ON THE QUALITY OF DRINKING WATER FOR AN AMOUNT OF \$4 600 PLUS TAXES**
12. **NEW AFFAIRS**
13. **QUESTION PERIOD**
14. **CLOSING OF THE SITTING**



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2023-015

**ADOPTION AND FOLLOW-UP OF THE MINUTES OF THE SITTING HELD
ON JANUARY 17TH 2023**

It is proposed by **Colin Shattler**, seconded by **Jarvin Joncas** and
unanimously resolved to adopt the minutes of the sitting held on January
17th, 2023.

2023-016

**DEPOSIT AND ADOPTION OF THE CHEQUES ISSUED AND THE NON-
REDUCIBLE EXPENSES PAID DURING THE MONTH OF JANUARY 2023**

It is proposed by **Jean-Roger Dumas**, seconded by **Colin Shattler** and
unanimously resolved to deposit and adopt the list of cheques issued and
the non-reducible expenses paid during the month of January 2023 in the
respective amount of **\$125 130.39** for general administration and **\$27 248.39**
for the payroll.

2023-017

**DEPOSIT AND ADOPTION OF THE PAYABLE ACCOUNTS FOR THE
MONTH OF JANUARY 2023**

It is proposed by **Colin Shattler**, seconded by **Jarvin Joncas** and
unanimously resolved to deposit and adopt the payable accounts for the
month of January 2023 in the amount of **\$9 108.86**

2023-018

**DEPOSIT AND ADOPTION OF THE BUDGETARY REPORT,
TRANSFERS AND CREDIT COMMITMENTS FOR THE MONTHS OF
JANUARY AND FEBRUARY 2023**

It is proposed by **Johanne V. Beaudoin**, seconded by **Jean-Roger Dumas**
and unanimously resolved to deposit and adopt the budgetary report,
transfers, and credit commitments for the months of January and February
2023 in the respective amounts of **\$167 328.65** and **\$178 555.00**

DEPOSIT OF THE TAX ARREARS REPORT AS OF JANUARY 31ST 2023

The Acting General Director deposited and commented on the tax arrears
report as of January 31st 2023 as **\$213 092.05**

2023-019

**ANNUAL SALARY INCREASES FOR EMPLOYEES IN ACCORDANCE
WITH THE RISING COST OF LIVING (2.5 %)**

WHEREAS the rising cost of living;

WHEREAS that the Municipality annually grants, in January, to all its
employees, excluding the elected officials and the volunteer
firefighters a salary increase to compensate, in whole or in
part, for the increase in the cost of living;



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CONSEQUENTLY, it is proposed by **Jean-Roger Dumas**, seconded by **Jarvin Joncas** and unanimously resolved to increase the employee's salary of **2.5 %** for the year 2023, excluding the elected officials and the volunteer firefighters.

2023-020

UPDATE OF THE HUMAN RESOURCES MANAGEMENT POLICY FOR MUNICIPAL EMPLOYEES

WHEREAS that the Municipality has adopted a human resources management policy in 2020;

WHEREAS that the policy requires updating as a whole;

WHEREAS that as part of the revision, having a financial impact, is completed;

WHEREAS the revised policy as a whole will be tabled in the coming months for adoption;

CONSEQUENTLY, it is proposed by **Colin Shattler**, seconded by **Johanne V. Beaudoin** and unanimously resolved to adopt the partially revised Human Resources Management Policy as presented. A copy is available upon request to the General Director.

2023-021

PROFESSIONAL SERVICE OFFER REF. # 17-1005 DATED 01/20/2023 FROM LOUIS BOURQUE, ENGINEER, FOR THE REALIZATION OF THE QUARTERLY FOLLOW-UP REPORTS (4) ACCORDING TO THE ARTICLE 53.0.1 OF THE BY-LAW ON THE QUALITY OF DRINKING WATER FOR AN AMOUNT OF \$ 4 600 PLUS TAXES

It is proposed by **Jean-Roger Dumas**, seconded by **Colin Shattler** and unanimously resolved to accept the professional service offer Ref. # 17-1005 dated 01/20/2023 from Louis Bourque, engineer, for the realization of the quarterly follow -up reports (4) according to the article 53.01.1 of the by-law on the quality of drinking water for a lump sum of **\$4 600** plus taxes.

NEW AFFAIRS

No new affairs.

QUESTION PERIOD

There were no questions.



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2023-022

CLOSING OF THE SITTING

It is proposed by **Jarvin Joncas**, seconded by **Johanne V. Beaudoin** and
unanimously resolved to close the present sitting at 7:30 P.M.

Andrew Etheridge, Mayor

Karine Benoit, Acting General Director