

**ARRONDISSEMENT DE GRENVILLE**

**MUNICIPALITÉ GRENVILLE-SUR-LA-ROUGE**

*Minutes of the special council sitting of the Municipality of Grenville-sur-la-Rouge, held at Grenville-sur-la-Rouge's city hall, on February 3, 2026, at 7:00 pm.*

<b>Present</b>	The Mayor :	Tom Arnold
	The Councillors :	Manon Jutras Natalia Czarnecka Carl Woodbury Deis Fillion Patrice Deslongchamps Daniel Gauthier
	The Director general :	François Rioux

**1. Opening of the session**

*After finding of quorum, the regular sitting is open at 7:04 pm by Mr. Tom Arnold, mayor of the Municipality of Grenville-sur-la-Rouge. The Director General, Mr. François Rioux, is present and acts as secretary of the meeting.*

**2. Reading of the notice of meeting**

*According to article 153 of the Municipal Code, the mayor and the council declare that notice of meeting has been notified to all the members of council who are not present at the opening of the sitting.*

**2026-02-026**

**3. Adoption of the agenda**

*It is proposed by Councillor Natalia Czarnecka and **resolved** to approve the agenda of the current council sitting as written.*

*Adopted unanimously by Councillors*

**2026-02-027**

**4. To repeal and replace the Policy on the Management of Committees and the Appointment of Elected Officials to Municipal Committees**

**WHEREAS** the municipal council wishes to establish internal management committees

**WHEREAS** that to ensure the effective operation of these committees, the municipal council is implementing an internal committee management policy;

**WHEREAS** that the role of the committees is to provide in-depth research into issues that impact services to citizens or the Municipality's resources;

**WHEREAS** that the committees will help ensure alignment with political and technical objectives on the issues;

**WHEREAS** that the committees will issue recommendations to the municipal council, which retains its decision-making power;

**WHEREAS** the internal committee management policy is an integral part of this resolution

**THEREFORE**, it is proposed by Councillor Denis Fillion and **resolved** that :

- This resolution repeals and replaces resolution number 2025-07-210.
- The municipal council proceeds with the appointment of elected officials and citizen members to the municipal committees, as follows:
- Councillors Carl Woodbury, Denis Fillion, Natalia Czarnecka, and Citizen Norm Bates are appointed members of the Public Works Committee.
- Councillors Denis Fillion, Manon Jutras, and Citizen Guy Jobin are appointed members of the Administration, Urban Planning, Public Safety, and Legal Committee.
- Councillors Denis Fillion, Natalia Czarnecka, and Citizen Jacques Laferrière are appointed members of the Electoral List Compliance Review Committee.
- Councillors Daniel Gauthier, Patrice Deslongchamps, and Natalia Czarnecka are appointed members of the Recreation and Communications Committee.
- Councillors Carl Woodbury, Manon Jutras, Natalia Czarnecka, and Citizen Ron Hiscox are appointed to the Calumet Station Committee.
- Councillors Denis Fillion and Carl Woodbury are appointed to the Rouge River Infrastructure Evaluation Committee (existing and future).
- Councillor Manon Jutras is appointed as the representative to the Food Bank non-profit organization.
- Councillors Denis Fillion and Daniel Gauthier are appointed as representatives to the Rouge River Falls Campground non-profit organization.

**It is also resolved** that the members thus appointed shall perform their duties in accordance with the mandates defined in the committee presentation document, and that they shall transmit the necessary recommendations and follow-ups to the municipal council.

### **Internal Committee Management Policy**

#### **Preamble**

*This internal committee management policy is intended as a tool to define the role and operating rules of committees within the Municipality of Grenville-sur-la-Rouge. It aims to regulate practices and optimize their operation.*

*The presence of municipal elected officials on these committees is an essential link with the Municipal Council. It aims to support the smooth running of the municipal administration by providing expertise and maintaining the policy directions issued by the Municipal Council.*

*The committee, through its operations, will issue recommendations that will be submitted and proposed to the Municipal Council, which will ratify them by resolution, by-law, or by any other means it deems appropriate. The Municipal Council does not delegate its decision-making authority to the committees.*

*These committees are forums for consultation between elected officials and municipal managers, in which citizens may be called upon to participate occasionally or permanent/y. They aim to foster discussion, broaden perspectives, and analyze in order to improve and ensure the most appropriate and effective decision-making possible.*

*No documents or information of a confidential nature will be communicated to citizen members of the various committees.*

In addition, there are committees defined by law, such as the urban planning consultation committee {CCU} and demolition committees, which are governed by their own policies and regulations.

### **Objectives**

The committees have objectives to support the operation and implementation of projects.

- Ensure alignment with political and technical objectives on various current or future issues or projects;
- Investigate topics or issues impacting citizen services or municipal resources; Develop action plans;
- Develop policies, standards, or regulations;
- Identify projects to address opportunities and support their implementation;
- Create a platform to foster exchanges between political and administrative levels.

### **Operation**

Committees meet according to a pre-established schedule, or ad hoc if necessary.

The committee's administrative officer prepares an agenda at least one **week** before the meeting, and the elected officer approves it and makes any necessary changes.

Meeting notes are kept informally to allow for follow-up on the information discussed at previous meetings, while maintaining confidentiality and organizational agility.

### **Committees**

In addition to the committees required by law, the following committees are being established:

<b>Committee</b>	<b>Members</b>
<b>1. Public Works</b>	Carl Woodbury (président)
	Denis Fillion
<b>Citizen member :</b>	Norm Bates
<b>2. Administration, Urban Planning, Public Safety, and Legal Committee</b>	Denis Fillion (président)
	Manon Jutras
<b>Citizen member :</b>	Guy Jobin
<b>3. Electoral List Compliance Review Committee</b>	Denis Fillion (président)
	Natalia Czarnecka
<b>Citizen member :</b>	Jacques Laferrière
<b>4. Recreation and Communications Committee</b>	Natalia Czarnecka
	Daniel Gauthier
	Patrice Deslongchamps
<b>5. Calumet Station Committee</b>	Natalia Czarnecka
	Manon Jutras
	Carl Woodbury
<b>Membre citoyen / Citizen member :</b>	Ron Hiscox
<b>6. Comité d'Évaluation des Infrastructures de la Rouge - Existant et futur / Rouge River Infrastructure Assessment Committee - Existing and Future</b>	Denis Fillion (président)
	Carl Woodbury
<b>7. Representatives to Non-Profit Organizations or Third Parties :</b>	

	Food bank :	Manon Jutras
	Non-profit organization of Camping des Chutes de la Rouge:	Denis Fillion
		Daniel Gauthier

*The elected members of the committee, and citizens where applicable, are appointed by the municipal council for a maximum period of two years, renewable. The municipal council may revoke a member, at its own discretion.*

### **Composition**

*Internal committees are usually composed of two municipal councillors appointed by the city council. The mayor sits ex officio on the committees, as does the city manager. Department directors and civil servants sit on them as needed and as requested by the committees.*

*The elected official in charge of the committee will be responsible for reporting on the items discussed in committee and submitting guidelines and recommendations to the city council for approval or comment.*

*The information required for committee meetings will be available at least 72 hours before the meeting.*

### **Recommendations and implementation of Decisions**

*The elected representatives of the committee present to the municipal council a report on their respective committee's activities and obtain the required guidance and decisions from the municipal council.*

*The municipal council may indicate its agreement with the recommendations submitted by resolution, by-law, or by any other means it deems appropriate, in accordance with the requirements of the law and regulations in force. If necessary, the municipal council may request adjustments from the committee to ensure that its actions are aligned with the council's vision.*

*When implementing activities resulting from council decisions, the committee has a monitoring and oversight role to ensure that these remain consistent with the directions and objectives set by the council.*

### **Confidentiality**

*Committee members are required to respect the confidentiality of information brought to their attention and exercise caution with respect to privacy.*

### **Rules of Ethics**

*All committee members and resource persons participating in committee activities must act according to the highest standards of ethics and integrity.*

### **Remuneration**

*The presence of members of a committee is deemed to be done according to their usual remuneration, except as provided for in regulation RA-189-06-2018 on the treatment of municipal elected officials.*

*Adopted unanimously by Councillors*

## **5. Question period - Specific to the subjects on the agenda**

2026-02-028

6. Closure of the session

*All of the subjects in the agenda have been covered, it is proposed by Councillor Manon Jutras and **resolved** to close the current meeting at 7:10 p.m.*

*Adopted unanimously by Councillors*

*I, the undersigned, Tom Arnold, Mayor of the Municipality of Grenville-sur-la-Rouge, certify that the signing of these minutes is equivalent to the signing, by law, of all the resolutions contained therein within the meaning of article 142 (2) of the Municipal Code of Quebec.*

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Tom Arnold  
Mayor

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François Rioux  
Director general and Clerk-  
treasurer