

## MINUTES OF THE MUNICIPAL COUNCIL MEETING

June 30, 2026, at 6:30 PM  
at CHALABRE TOWN HALL

**Present:** J. Mamet, M. Marty-Cunillera, S. Martinez, MD. Roosli-Mellado, F. Baurain-Levi, V. Salvat, P. Garros, N. Klotz, B. Jammet, P. Razeyre, M. Martin, V. Gaudel.

Proxies: J. Anduze-Acher (for S. Martinez), E. Roncalli (for J. Mamet), J. Gerard (for MD. Roosli-Mellado).

**Absent:** /

**Quorum:** With a quorum requirement of 8 and 12 councilors present, the council may validly deliberate.

The meeting was opened by Mr. Jacques Mamet, Mayor.

Ms. Muriel Marty-Cunillera was appointed meeting secretary.

- **Future of the Post Office and France Services:** Presentation by Ms. Isabelle Ambry (Regional Development Delegate for postal network coverage and regional planning) and Mr. Frédéric Perrin (Regional Director in charge of postal presence and the conditions for maintaining it).

The Mayor notes that the presentation by Ms. Ambry and Mr. Perrin aims to inform the municipal council of the current situation regarding the Post Office and France Services in Chalabre, ensuring all council members receive the same information.

This information is intended to inform deliberations prior to a decision to be made at a future council meeting in September.

The council is free to ask questions of the presenters.

This item will be the subject of a separate report.

As specified by the Mayor, no resolution regarding the future of the Post Office/France Services was adopted today.

Approval of previous minutes (April 21, 2026, and June 5, 2026)

Comments: None

Vote: Unanimously adopted

### Agenda:

1. Appointment of two alternate municipal representatives to the EHPAD (residential care home) Board of Directors
2. Creation of a permanent full-time (35-hour) activities assistant position
3. Replacement of the street sweeper:
  - Presentation of the quote
  - Financing proposal
  - Joining the purchasing platform
  - Budget amendment
4. Management of the campsite and library imprest accounts:
  - Implementation of electronic payment terminals (card machines) for the campsite and library
  - Enrollment and authorization for ANCV holiday voucher payments (campsite)
5. Approval of the Council of Elders' internal regulations and charter
6. Miscellaneous items

The Mayor asks the municipal council to add two items to the agenda:

- Creation of a full-time permanent position for a territorial technical assistant
- Transfer of water and sanitation responsibilities from the Municipality of Quirbajou to the CCPA, effective January 1, 2027

The municipal council approves the addition of these two items.

### **1. Appointment of two substitute representatives for the municipality to the Board of Directors of the EHPAD (residential care home for the elderly)**

The Mayor informs the municipal council that Ms. Lussato, Director of the Chalabre EHPAD, has notified the municipality of an amendment to the Social Action and Families Code, specifically Article R315-14-1.

The text is read out:

*"For each full member mentioned in points 1 through 5 of Articles R. 315-6 and R. 315-8—with the exception of the mayor, the president of the departmental council, the president of the executive council of Corsica, the president of the deliberative body of the inter-municipal cooperation public institution, or the representative elected under the conditions set out in the final paragraph of Article L. 315-10, section I - a substitute member shall be appointed under the same conditions."*

Consequently, the municipal council must appoint two substitute representatives.

As a reminder, via a resolution dated March 20, 2026 (No. 2026\_20.03-04),

The municipal council appointed the following representatives:

Ms. Marie-Dominique Roosli-Mellado, 3rd Deputy Mayor

Mr. Philippe Razeyre, Municipal Councilor

Upon the proposal of the municipal council:

- APPOINTS the representatives and substitutes to the Board of Directors of the Chalabre EHPAD as follows:

- Mr. Jacques Mamet, Mayor

FULL MEMBERS

- Ms. Marie-Dominique ROOSLI-MELLADO, 3rd Deputy Mayor

- Mr. Philippe RAZEYRE, Municipal Councillor

ALTERNATES

- Mr. Fabrice BAURAIN-LEVI, 4th Deputy Mayor

- Ms. Myriam MARTIN, Municipal Councillor

VOTE: Unanimously adopted

### **2. Creation of a permanent full-time (35-hour) position for an Activity Assistant and a permanent full-time (35-hour) position for a Technical Assistant**

2a - The Mayor announces that an ATSEM staff member (Specialized Nursery School Technical Assistant) is due to retire on September 1, 2026. Furthermore, while current contract and permanent staff members within the municipality have applied to fill this vacancy, they do not hold the required ATSEM civil service qualification.

Creating a 35-hour "Territorial Activity Assistant" position would allow for internal recruitment while also addressing the applicants' legitimate request for a status that recognizes their commitment to the municipality.

Creating an ATSEM position would not allow for internal recruitment and would result in the municipality losing control over the hiring process.

The person recruited will provide temporary support to the school and will also supervise the canteen as part of the before- and after-school care service. This approach has received a favorable recommendation from the principal and teachers of the school concerned.

This measure will ensure continued support for teachers in the classrooms, to the benefit of the children.

The position will be advertised, and the regulatory recruitment process initiated, with the role commencing on September 1, 2026.

Finally, a "moral contract" will be established between the selected staff member and the local authority, with the aim of the recruit obtaining the ATSEM civil service qualification as soon as possible.

2b - A municipal employee, whose fixed-term contracts are coming to an end, is seeking greater job security. This employee handles primary school maintenance as well as supervising children during lunch breaks.

To provide job security for the employee—who currently works an annualized 21.30 hours per week—while also freeing up time for the technical team to handle building maintenance and addressing the technical services manager's request in this area, it is proposed to create a full-time position for a Territorial Technical Assistant.

The Mayor notes that this will also allow for the alignment of actual annualized working hours with the 1,607-hour standard and result in a saving equivalent to one full-time position (35 hours).

The Municipal Council is asked to vote on:

- Creating a permanent, full-time position for a Territorial Activities Assistant;
- Creating a permanent, full-time position for a Territorial Technical Assistant.

VOTE: Both proposals are adopted unanimously.

### **3. Replacement of the sweeper**

The Mayor informs the Municipal Council that the municipality's sweeper is no longer operational. This very old piece of equipment is no longer functional.

It is necessary to acquire a new sweeper to provide the technical services staff with the appropriate tools for maintaining the municipality.

The Mayor presents a quote from the Public Transport Purchasing Agency (Centrale d'Achat du Transport Public) for a "MATHIEU ride-on", four-wheel sweeper with an internal combustion engine, priced at **€129,374.67 (excl. tax), or €155,249.60 (incl. tax).**

This is a fully equipped demonstration model that perfectly meets the needs of the technical services department.

The Mayor introduces the Public Transport Purchasing Agency—"Agir Transport"—to the Municipal Council. Member authorities can:

- Leverage CATP's mobility expertise
- Save time through secure, rapid procedures

Benefit from advantages related to purchasing volumes regarding price and warranty.

The Mayor specifies that membership is free of charge.

The company MATHIEU has offered a **trade-in value of €4,200** for the old SCHMIT sweeper.

As this expenditure was not initially planned, the Mayor proposes that the municipal council take out a **loan of €130,000** from Crédit Agricole under the following conditions:

This loan will be repaid over 10 years at the rates in effect at the time of execution, with a **fixed rate of 4.05%** and constant quarterly installments.  
Administrative fees amount to 0.15% of the financed amount.

Consequently, the initial budget requires budget amendments to proceed with this purchase, as follows:

Budget increase no. 1:

Operation 10: Acquisition of road maintenance equipment

Investment expenditure: Item 2157 +€155,500

Investment revenue: Item 1641 +€130,000

Budget transfer no. 2: (budget decrease)

Operation 58: Gendarmerie renovation

Investment expenditure: Item 2135 –€25,500

Following the budget amendments, the investment section will be balanced at €891,362.82 in both expenditure and revenue.

The municipal council is asked to vote on:

- Membership in the public transport purchasing group: Agir Transport
- Acquisition of a new sweeper
- Financing for the same (loan from Crédit Agricole)
- Trade-in of the old sweeper
- Budget amendments

VOTE: All items presented are adopted unanimously.

#### **4. Management of the campsite and library imprest accounts**

a. Implementation of electronic payment facilities (card terminals) for the campsite

b. Enrollment and authorization for ANCV holiday voucher payments (Campsite)

The Mayor asks the municipal council to remove the Library from this agenda item.

Following a recent meeting with officials from the Aude Departmental Library (BDA)—where digital access is currently being developed—he proposes that a review be conducted to evaluate making access to the municipal library free of charge.

A debate on this subject will be proposed for the next municipal council meeting.

Regarding the campsite's payment operations, the Mayor proposes the following to the municipal council:

- Implementation of an electronic payment terminal. Bank cards are a widely used payment method that reduces the need to handle cash.

He proposes equipping the campsite's payment system with an electronic payment terminal to allow revenue to be collected via bank card.

This new payment method entails additional costs: the bank card network will charge a percentage of the transaction amount. For public sector entities (where payments are deposited into a Treasury account), associated fees apply.

- Implementation of holiday vouchers for campsite revenue collection. The municipality may decide to accept "Chèques-Vacances" (holiday vouchers) for its "Camping" revenue collection unit, subject to the signing of an agreement with the \*Agence Nationale Chèques-Vacances\* (A.N.C.V.).

Joining the "Agence Nationale Chèques-Vacances" via such an agreement is free of charge; only a 2.5% commission is charged on the value of the vouchers submitted for reimbursement.

The Mayor therefore proposes entering into an agreement with the “Agence Nationale Chèques-Vacances” to enable the acceptance of this payment method and authorizing the revenue officer to accept “Chèques-Vacances” as a form of payment.

The municipal council is asked to vote on:

- Leasing an electronic payment terminal,
- Agreeing to cover the costs associated with this payment method,
- Approving the agreement with the ANCV,
- Accepting \*Chèques-Vacances\* (holiday vouchers) for payments related to the campsite revenue collection service.

VOTE: All items presented were adopted unanimously.

## **5. Approval of the Rules of Procedure and the Charter for the Council of Elders “Conseil des Sages”**

The Mayor reiterates the municipal team's commitment to the principle of resident participation in the life of the municipality.

In this spirit, and in accordance with the provisions of the General Code of Territorial Authorities (CGCT), the municipal council reaffirms its commitment to establishing a consultative body known as the Council of Elders. This body will align with the concept and methodology defined by the “Fédération Française Villages et Villes Sages” (French Federation of “Wise” Villages and Towns), an organization that has promoted senior citizen participation for 30 years. Our municipality intends to join this federation to gain the right to use its trademarks and tools, as well as to benefit from its expertise.

He thanks Ms. Colette Molini, Mr. Michel Brembilla, and Mr. Canal for their work in presenting the Rules of Procedure and the Charter for the Chalabre Council of Elders.

The municipal council has reviewed the following documents:

- The Rules of Procedure for the Chalabre Council of Elders
- The Charter for the Chalabre Council of Elders

The Mayor proposes reading through the documents. Having already reviewed them, the municipal council does not deem it necessary to read the documents in their entirety.

Consequently, the Mayor asks if there are any remaining questions regarding the documents.

No questions were raised. The Mayor asks the municipal council to vote on:

- Joining the “Fédération Française Villages et Villes Sages” (French Federation of “Wise” Villages and Towns)
- Approving the internal regulations and the Charter of the Chalabre Council of Elders

VOTE: all items presented are adopted unanimously.

The Mayor adds an update on the status of the Youth Municipal Council project.

The project has been presented to the primary school council and the middle school board of directors; it was well received.

This initiative will strengthen ties between the primary school and the middle school. The young elected representatives will be able to work on projects such as renovating the school playground, as well as initiatives related to remembrance and civic engagement.

Elections could potentially be held in late September or early October.

He further notes that the middle school's administrative situation is currently somewhat complex due to the principal being on long-term sick leave. The school is awaiting the appointment of an interim principal.

Given the current circumstances, the middle school principal has been unable to vacate the official residence located above the school, which would otherwise house an interim principal.

The Mayor proposed that, if necessary, the municipality make the available municipal apartment above the primary school available to the middle school; this unit could be used to store the principal's belongings (with his consent) during his absence, thereby freeing up his residence for a replacement.

## **6. Transfer of water and sanitation responsibilities from the Municipality of Quirbajou to the Pyrénées Audoises Community of Municipalities, effective January 1, 2027.**

The Mayor informs the assembly that, via a resolution passed by its Municipal Council on September 25, 2025, the Municipality of Quirbajou voted in favor of transferring full responsibility for water and sanitation services from the municipality to the Pyrénées Audoises Community of Municipalities.

The Pyrénées Audoises Community of Municipalities formally approved the transfer of water and collective sanitation responsibilities through resolution No. DC 2025-104, dated December 11, 2025.

After noting that, by definition, a municipality that has transferred a responsibility no longer holds authority over its management once the transfer takes effect, the possibility of integrating water and collective sanitation responsibilities is being put up for debate. Indeed, these responsibilities—which are optional—may be transferred partially within the Pyrénées Audoises territory in order to provide the most efficient service possible to residents.

Furthermore, in light of Law No. 2025-327 of April 11, 2025, aimed at providing greater flexibility in the management of "water" and "sanitation" responsibilities:

The Mayor informs the Municipal Council that this decision was adopted by the previous Quirbajou municipal administration as well as the previous community council of the Pyrénées Audoises.

He notes that this transfer could entail significant financial burdens for the Community of Municipalities, particularly regarding the creation of a service to manage this responsibility at both administrative and technical levels.

He reiterates that water and sanitation management is complex and emphasizes that the current debate does not call into question the concept of the common good or inter-municipal cooperation.

The Municipal Council is asked, following the debate, to vote on the transfer of this responsibility.

DOES NOT APPROVE the transfer of water and sanitation responsibilities from the Municipality of Quirbajou to the Pyrénées Audoises Community of Municipalities, effective January 1, 2027

AGAINST: 11

ABSTENTIONS: 4 (Mmes MARTY-CUNILLERA, KLOTZ, MARTIN, and GAUDEL)

FOR: 0

## **7. Miscellaneous items**

Ms. Gaudel asked how the heat in the school classrooms was being managed, noting that parents had been asked not to send their children to school in the afternoon if possible.

The Mayor reported that the municipality had provided five fans to maximize air circulation.

Mr. Martinez added that the technical services staff open the windows every morning at 6:00 a.m. to ventilate the premises and let in as much cool air as possible.

The Mayor also noted that an energy audit already exists but needs to be updated.

A proposal will be made to the Aude Department to collaborate on an assessment of the Chalabre middle school as well, given that the buildings share the same structural design (with the exception of the middle school's extension).

This collaboration could also pave the way for joint, coordinated, and phased renovation work.

A partnership regarding heating is already in place: the middle school's wood-fired boiler supplies the primary school.

**The Mayor proposed holding a public meeting in September to discuss the following two topics:**

- **The future of the Post Office / France Services branch**
- **Planned work on Cours Colbert, particularly regarding the felling of trees.**

The Council gave its unanimous approval.

The Mayor wished to thank the deputy mayors and delegates for the work they have carried out since the beginning of the term of office.

With no further business on the agenda, the meeting was adjourned at 9:20 p.m.