

Municipality of Morin-Heights

**PROVINCE OF QUEBEC
ARGENTEUIL COUNTY
MRC DES PAYS D'EN-HAUT**

MINUTES

In case of discrepancy, the French version prevails over the English translation.

Minutes of the regular meeting of the Municipal council of Morin-Heights, held at the Council Room, 567, Village, on Wednesday, July 10th, 2019 at which were present:

Councillor Jean Dutil
Councillor Leigh MacLeod
Councillor Louise Cossette
Councillor Jean-Pierre Dorais
Councillor Claude P. Lemire

forming quorum under the chairmanship of Mayor Timothy Watchorn.

Councillor Peter MacLaurin is absent.

The Director general, Mr. Hugo Lépine is present.

At 19h30, the Mayor states quorum, and Council deliberates on the following dossiers;

221.07.19 ADOPTION OF THE AGENDA

It is proposed by Councillor Leigh MacLeod
And unanimously resolved by all councillors:

That Council adopt the agenda as presented by Director general.

AGENDA

- 1 OPENING OF THE MEETING AND WORD OF WELCOME
- 2 ADOPTION OF THE AGENDA
- 3 **ADMINISTRATION AND REGISTRY**
- 3 **APPROVAL OF THE MINUTES**
- 3 1 Minutes of the regular sitting of June 12th, 2019
- 3 2 Minutes of the Planning advisory committee meeting of June 25th, 2019
- 4 **MAYOR'S REPORT**
- 5 **DIRECTOR GENERAL'S MONTHLY REPORT**
- 5 1 Report regarding the follow-up of dossiers
- 5 2 Report regarding the use of delegated power
- 6 **FINANCES AND ADMINISTRATION**
- 6 1 Expense statements
- 6 2 Statement of financial activities
- 6 3 Human resources
- 6 4 Resolutions and by-laws
- 6 4 1 Adoption – By-law (577-2019) regarding financial administration
- 6 4 2 Nomination of the Municipality's controllers and auditors for financial years 2020-2021 and 2022
- 6 4 3 Nomination of substitute mayors
- 6 4 4 Sale of surplus assets 2019
- 7 **PUBLIC SAFETY AND FIRE**
- 7 1 Director's monthly report
- 7 2 Sûreté du Québec police department's activity report
- 7 3 Human resources
- 7 4 Resolutions and by-laws
- 8 **PUBLIC WORKS**
- 8 1 Director's monthly report

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8	2	Public works
8	2	1 Compensation to the snow removal contract for routes 329 and 364
8	3	Parks and buildings
8	3	1 Amendment – By-law (566) – Feasibility study – Lake Peter dam
8	4	Report regarding the treatment of petitions and requests
8	5	Human resources
8	5	1 Nomination of the Director, public works
8	6	Resolutions and by-laws
9		URBANISM AND ENVIRONMENT
9	1	Director's monthly report
9	2	Report regarding permits and certificates
9	3	Human resources
9	4	Resolutions and by-laws
9	4	1 PIIA – 139, chemin Watchorn
9	4	2 Retrocession of lot 6 325 993 from the land reserve
10		RECREATION, CULTURE AND COMMUNITY LIFE
10	1	Director's monthly report
10	2	Recreation
10	3	Culture
10	4	Outdoor network
10	4	1 Subsidy request to the Quebec Ministry of tourism
10	5	Events
10	6	Human resources
10	7	Resolutions and by-laws
10	7	1 Notice of intent to implement an additional program to the Accès-logis program
10	7	2 Notice of motion and presentation of draft By-law (579-2019) regarding additional financial assistance to the Accès-logis Québec program
10	7	3 Membership to the Rénovation Québec program
11		MONTHLY CORRESPONDENCE
12		COUNCILLORS' DECLARATION
13		QUESTION PERIOD
		END OF THE MEETING

222.07.19 MINUTES OF THE REGULAR SITTING OF JUNE 12TH, 2019

The minutes of the regular sitting of June 12th, 2019 were given to Council members, by means of the electronic assembly file folder.

It is proposed by Councillor Louise Cossette
And unanimously resolved by all councillors:

That Council adopt the minutes of the regular sitting of June 12th, 2019;

223.07.19 MINUTES OF PLANNING ADVISORY COMMITTEE MEETING OF JUNE 25TH, 2019

The Director general presents the minutes of the latest town planning advisory committee meeting of June 25th, 2019;

It is proposed by Councillor Jean-Pierre Dorais
And unanimously resolved by all councillors:

THAT Council accept the minutes of the latest town planning advisory committee meeting of June 25th, 2019 and make the pertinent recommendations.

224.07.19 MAYOR'S REPORT

The Mayor verbally presents his report regarding various dossiers;

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225.07.19 DIRECTOR GENERAL'S MONTHLY REPORT

The Director general presents his monthly follow-up report as well as the report regarding the use of delegated power as per By-law (538) pertaining to expense and delegation authorizations;

226.07.19 REPORT REGARDING THE FOLLOW-UP OF DOSSIERS

The Director general presents his monthly activities report.

227.07.19 REPORT REGARDING THE USE OF DELEGATED POWER

In accordance to By-law (538) regarding delegations, the Director general presents his report regarding the use of delegated power during the last month.

228.07.19 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of June 2019 was given to Council members by means of the electronic assembly as well as the list of authorized expenses as per By-law (538) pertaining to regulations regarding budgetary control and the delegation of expenses.

Councillor Claude P. Lemire studied the dossiers.

It is proposed by Councillor Claude P. Lemire
And unanimously resolved by all councillors:

That Council approve the accounts as detailed on the lists presented.

Expense statements from June 1st to 30th, 2019	
Accounts to be paid	\$ 426,199.64
Accounts paid in advance	\$ 759 688.30
Total purchases	\$ 1 185,887.94
Direct bank payments	\$ 22,015.14
Sub-total – purchases and direct payments	\$ 1 207,903.08
Net salaries	\$ 180,750.26
GRAND TOTAL (to June 30th, 2019)	\$ 1 388,653.34

Mayor Timothy Watchorn has denounced his employment with the company 9129-6558 Québec Inc. – known as David Riddell Excavation / Transport, has refrained from voting, left the premises during deliberations and has not taken part in the discussions regarding the dossier pertaining to the company.

The Mayor and the Director general are authorized to make the payments;

229.07.19 STATEMENT OF FINANCIAL ACTIVITIES

The Director general presents Council who acknowledges receipt of the statement of financial activities to June 30th, 2019.

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230.07.19 ADOPTION – BY-LAW (577-2019) REGARDING FINANCIAL ADMINISTRATION

The Director general gives a summary of the by-law and informs Council about the adoption procedure.

It is proposed by Councillor Louise Cossette
And unanimously resolved by all councillors:

THAT Council adopt By-law (577-2019) regarding financial administration as follows:

**By-law 577-2019
Regarding financial administration**

(only in French)

231.07.19 NOMINATION OF THE MUNICIPALITY'S CONTROLLERS AND AUDITORS FOR FINANCIAL YEARS 2019-2020 AND 2021

WHEREAS THAT the Municipality's external controller's contract has expired ;

CONSIDERING Articles 966, 966.1 and 966.2 of the Municipal Code;

CONSIDERING By-law (571-2019) regarding contractual management which stipulates applying the principle of alternation when granting mutual agreement contracts;

CONSIDERING the outgoing controllers have been associated to the Municipality for over five years;

CONSIDERING the offer presented by the firm Amyot Gélinas, partnership company, which allows for, among others, future savings with regards to auditing;

It is proposed by Councillor Claude P. Lemire

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO GRANT the contract to Amyot Gélinas, partnership company, for financial years 2019, 2020 and 2021, for the amount of \$ 14,900, for financial year 2019, \$ 15,300 for financial year 2020 and \$ 15,700 for financial year 2021, excluding taxes, for the controlling and auditing of the Municipality's financial statements;

232.07.19 NOMINATION OF SUBSTITUTE MAYORS

Considering that in accordance with the Municipal Code, section 116, an Acting Mayor can be authorized to carry on duties for the Municipality in absence of the Mayor;

It is proposed by Councillor Jean Dutil
And unanimously resolved by all councillors:

THAT this Council nominates the following Councillors as acting mayor, for a period of two months each:

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Date	Nom
1 ^{er} janvier – 28 février 2019	Jean Dutil
1 ^{er} mars – 30 avril 2019	Peter MacLaurin
1 ^{er} mai – 30 juin 2019	Leigh MacLeod
1 ^{er} juillet – 31 août 2019	Jean-Pierre Dorais
1 ^{er} septembre – 31 octobre 2019	Louise Cossette
1 ^{er} novembre – 31 décembre 2019	Claude P. Lemire

THAT this Council authorizes that the quarterly payments of the professional fees for acting mayor be paid once per year, around December 15th;

THAT this Council names Councillor Claude Philippe Lemire as the Municipality's substitute representative to the Council of the MRC des Pays-d'en-Haut in the Mayor's absence;

THAT this Council authorizes the following councillors to sign bank documents in the Mayor's absence; Councillors Leigh MacLeod, Claude Philippe Lemire, Jean Dutil, Jean-Pierre Dorais, along with co-signers, Director general, Hugo Lépine OR the Director of Finance, Michel Grenier;

233.07.19 SALE OF SURPLUS ASSETS 2019

WHEREAS THAT on May 29th, 2019, the Municipality sent a call for tenders for the sale of various surplus assets, in accordance to Article 6.1 of the Municipal code and following By-law (571-2019) regarding contractual management ;

CONSIDERING THAT the assets listed in the call for tenders were the following:

- Hinged multi-function Holder tractor, C 4,74 2007 ;
- Freightliner truck, model FLD112, CAT C-12, 18 speed, 2004 ;
- Freightliner truck, model M2-106, Cummins, 8.3L 2010 ;
- Ford F-250, 2009 ;
- Ford F-250, 2010 ;

CONSIDERING THAT the offers received are the following:

	David Riddell Excavation/ Transport	Stéphane Meilleur	Camions Lussier Inc.
Holder tractor 2007		\$ 357	
Freightliner 2004	\$ 18 500		\$ 27 600
Freightliner 2010	\$ 21 700		\$ 41 250
Ford F-250 2009		\$ 454	
Ford F-150 2010		\$ 567	
TOTALS	\$ 40 200	\$ 1 378	\$ 68 850

It is proposed by Councillor Jean Dutil

IT IS RESOLVED:

TO ACCEPT the following offers from Camions Lussier Lussicam Inc.:

Équipement	Camions Lussier Inc.
Freightliner 2004	\$ 27 600
Freightliner 2010	\$ 41 250

TO REFUSE the offers presented by Mr. Stéphane Meilleur, as they are lower than the estimated market value;

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234.07.19 MONTHLY REPORT FROM THE DIRECTOR

The Director general presents council, who acknowledge receipt of, the monthly report for the month of June from the Director, Fire department, the list of authorized expenses for the month as per By-law (538) pertaining to regulations regarding budgetary control and the delegation of expenses;

235.07.19 SQ POLICE DEPARTMENT'S ACTIVITY REPORT

The Police department's monthly report is presented to Council;

**236.07.19 MONTHLY REPORT FROM THE DIRECTOR,
SERVICE DES TRAVAUX PUBLICS**

The Director general presents Council, who acknowledge receipt of, the monthly report for the month of June from the Director, public works, the list of requests as well as the list of expenses authorized during the month of June 2019 as per By-law (538) pertaining to regulations regarding budgetary control and the delegation of expenses.

**237.07.19 COMPENSATION TO THE SNOW REMOVAL CONTRACT
FOR ROUTES 329 AND 364**

CONSIDERING THE exceptional weather conditions during the 2018-2019 winter have generated significant additional expenses for the Municipality regarding snow removal;

CONSIDERING the contract between the Municipality and the Quebec minister of transport for the snow removal of sections of routes 329 and 364;

WHEREAS THAT this contract does not provide for exceptional provisions for extreme or major conditions;

CONSIDERING the Director general's letter dated February 26th, 2019 asking that the Minister of transport evaluate the possibility of paying a compensation for the costs incurred for the above-mentioned conditions;

CONSIDERING the on-going discussions for the renewal of the present snow removal contract;

WHEREAS the Minister of transport, in its letter dated June 27th, 2019 offered the Municipality, compensation equivalent to 17,6% of the amount stipulated in the present contract, specifically, \$ 28,616.58;

CONSIDERING the portions specified in said contract are the matter of a sub-contract between the Municipality and David Riddell Excavation/Transport and that, in this sub-contract, there is no clause that stipulated costs incurred by exceptional weather conditions;

CONSIDERING THAT Council, as per Article 25 of By-law (571) regarding contractual management, may authorize a modification to the contract while respecting the stipulated conditions;

WHEREAS the Director general issues positive recommendation with regards to modifying the contract, exceptionally and only for the 2018-2019 winter season;

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CONSIDERING THAT this recommendation stipulates that the modification does not change the nature of the contract and that it is an addition, was unforeseen at the time of the granting of the contract and is not attributable to the bidder;

It is proposed by Councillor Jean Dutil

IT IS UNANIMOUSLY RESOLVED:

THAT the preamble form an integral part hereof;

TO MODIFY Article 31 of the snow removal contract in effect with David Riddell Excavation/Transport with the additional amount of \$ 17,616.58 solely for the 2018-2019 winter season;

TO AUTHORIZE the acting mayor and director general and they are hereby authorized, to sign for and in the Municipality's name, any document to follow-up;

Mayor Watchorn refrains from voting.

238.07.19 AMENDMENT – BY-LAW (566-2018) – FEASIBILITY STUDY – LAKE PETER DAM

WHEREAS THAT in January 2019, Council adopted a borrowing by-law aimed at undertaking various studies linked to the repairs to the Lake Peter dam;

CONSIDERING Article 1076 of the Quebec Municipal Code;

WHEREAS there is a need to specify the municipal purposes for which this borrowing by-law is needed;

It is proposed by Councillor Jean-Pierre Dorais

IT IS RESOLVED:

TO AMEND By-law (566-2018) – Feasibility study – Lake Peter dam with the addition of the following, after the 8th paragraph of the preamble:

«WHEREAS THAT the Lake Peter dam and surrounding serves municipal purposes linked to fire safety, by being an essential source of procurement for the Municipality with regards to its obligations within the MRC's risk coverage plan;

WHEREAS THAT the Municipality has provided for, in its 2019-2020-2021 triennial fixed assets program to install a dry fire hydrant on Lake Peter in 2019;

TO FORWARD without delay, a certified copy of this amendment to the Minister of municipal affairs for approval according to the Law;

239.07.19 REPORT REGARDING PETITIONS AND REQUESTS

The Director general presents Council who acknowledge receipt, of summary report regarding petitions and requests to July 5th, 2019;

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240.07.19 NOMINATION OF THE DIRECTOR, PUBLIC WORKS

WHEREAS on May 31st, Mr. Alain Bérubé left his position as Director, public works which he had occupied for over 16 years and that Council has acknowledged;

CONSIDERING the candidacies for this position;

CONSIDERING the Director general's recommendation;

AND IT IS UNANIMOUSLY RESOLVED:

TO HIRE AND NAME Mr. Sacha Desfossés to the position of Director, public works department as per the terms of the draft contract to be entered into, attached herewith forming an integral part hereof, as well as the Policy regarding work conditions for management and non-unionized professionals as well as the Remuneration policy for management personnel;

TO AUTHORIZE the Mayor and Director general and they are hereby authorized, to sign the work contract for and in the Municipality's name;

241.07.19 MONTHLY REPORT

The Director general presents Council, who acknowledge receipt of, the monthly report for June 2019 from the Director of Urbanism and Environment as well as the list of authorized expenses as per By-law (538) pertaining to regulations regarding budgetary control and the delegation of expenses.

242.07.19 REPORT REGARDING PERMITS AND CERTIFICATES

The Director general presents Council who acknowledge receipt, of report regarding permits and certificates to July 5th, 2019.

243.07.19 PIIA – 139, CHEMIN WATCHORN

Considering that the request presented by the owners of the property located at 139, chemin Watchorn, within zone 43, was submitted to the site planning and architectural integration program, for approval;

Considering that the submitted proposal presented by the owner to proceed with the replacement of all windows as well as the commercial building's exterior siding known as the O'Petit restaurant as per the PIIA by-laws;

Considering that the town planning advisory committee studied the proposal and recommends its approval to Council;

It is proposed by Councillor Jean-Pierre Dorais
And unanimously resolved by all councillors:

That Council authorize the issuance of the construction permit for the property located at 139, chemin Watchorn on lot 3 736 307, conditional to the owners evaluating the possibility of presenting a modified project regarding the treatment of the façade, mainly with regards to the roof's gables;

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244.07.19 RETROCESSION OF LOT 6 325 993 FROM THE LAND RESERVE

WHEREAS THAT on April 16th 1984, the Municipality concluded an agreement with the property owner of lot 3 736 238, rue du Sommet, stipulating the retrocession of lot 6 325 993 from the Municipality's land reserve, when deemed opportune if the road should be continued, which was the case for du Sommet road;

WHEREAS THAT Council authorized a minor derogation, number DM 19-07, at the time of the regular council meeting of June 12th, 2019;

WHEREAS THAT the property owner of lot 3 736 238 presented a request for cadastral operation prepared by surveyor Sylvie Filion, minutes 6099 and 6102 of her registry, stipulating the merging of lot 3 736 238 with lot 6 325 993 in order to establish new lot 6 325 995;

CONSIDERING the Director, Urbanism and Public works' recommendation regarding the approval of the subdivision request and the pertinent cadastral plan;

It is proposed by Councillor Jean Dutil

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO TRANSFER to Mrs. Manon Bélair, lot 6 325 993 from the land reserve, in accordance to the 1984 agreement;

TO APPROVE the cadastral plans as described in minutes 6099 and 6102 by surveyor Sylvie Filion;

TO AUTHORIZE the Mayor and Director general and they are hereby authorized to sign for and in the Municipality's name, said cadastral plan as well as any document in order to follow-up with this resolution, including the transfer of lot 6 325 993 and its removal from the land reserve;

245.07.19 MONTHLY REPORT FROM THE DIRECTOR

The Director general presents Council, who acknowledge receipt of the monthly report as well as the list of authorized expenses during the month of June 2019 as per By-law (538) pertaining to regulations regarding budgetary control and the delegation of expenses.

246.07.19 SUBSIDY REQUEST TO THE QUEBEC MINISTRY OF TOURISM

CONSIDERING the Municipality's urbanism plan;

WHEREAS THAT the Municipality would like to develop its outdoor network's potential;

WHEREAS THAT the MRC, Sommet Morin-Heights and the Club Les Fondateurs des Laurentides would like to join the Municipality to undertake a promising and structural project for our local economy;

It is proposed by Councillor Leigh MacLeod

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IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO AUTHORIZE the presentation of a subsidy request to the Quebec Ministry of tourism within section 1 of the tourism strategy development program;

TO CONTRIBUTE to the project presented to the tourism strategy development program (PSSDT) with a minimal deposit of 20% of the project's costs, as per the presented financial montage and complete the financing for the project, if necessary (in the case of a community or indigenous nation, the minimal deposit will be 10%);

TO PAY, once the work will have been completed, for the entire development and operating costs, equipment and buildings set-up and financed within the project presented to PSSDT, and, during a period of at least 10 years (if assistance is granted in the form of a subsidy, it is possible that the 10-year due date may be replaced by a 5-year due date);

247.07.19 NOTICE OF INTENT TO IMPLEMENT AN ADDITIONAL PROGRAM TO THE ACCÈS-LOGIS PROGRAM

WHEREAS the Municipality is working on developing a housing project for autonomous and semi-autonomous seniors ;

WHEREAS an organization is being established in order to manage said project;

WHEREAS the Municipality has retained the services of Groupe Logiloge Inc. for support with the project until the organization to be established becomes operational and active, in which case, Logiloge will then manage alongside;

CONSIDERING this project must be done within the Accès-logis Québec program and follow its parameters;

CONSIDERING this program provides for the Municipality's financial contribution;

CONSIDERING the Municipality's resolution 219-06-19 confirms the its intention to participate in the Société d'habitation du Québec's rental supplement program;

WHEREAS Article 3.1.1 and 94.5 of the Act respecting the Société d'habitation du Québec;

WHEREAS the Municipality intends to adopt an additional financial assistance program for said housing project;

It is proposed by Councillor Louise Cossette

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO NOTIFY the Société d'habitation du Québec of the Municipality's intent to adopt, by by-law, an additional municipal program to the Accès-logis program stipulating the granting of financial assistance for an undetermined period;

TO FORWARD, without delay, a copy of this resolution to the Société d'habitation du Québec;

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**A.M. 14.07.19 NOTICE OF MOTION AND PRESENTATION OF DRAFT
BY-LAW (579-2019) REGARDING ADDITIONAL
FINANCIAL ASSISTANCE TO THE ACCÈS-LOGIS
QUÉBEC PROGRAM**

Notice of motion is given by councillor Louise Cossette that By-law (579-2019) regarding the additional financial assistance to the Accès-Logis Québec Program will be presented at a future council meeting;

Draft by-law (579-2019) regarding additional financial assistance to the Accès-Logis Québec Program is presented to Council forthwith;

248.07.19 MEMBERSHIP TO THE RÉNOVATION QUÉBEC PROGRAM

WHEREAS THAT the Municipality is working on developing a housing project for autonomous and semi-autonomous seniors ;

WHEREAS an organization is being established in order to manage said project;

WHEREAS the Municipality has retained the services of Groupe Logiloge Inc. for support with the project until the organization to be established becomes operational and active, in which case, Logiloge will then manage alongside;

CONSIDERING this project must be done within the Accès-logis Québec program and follow its parameters;

CONSIDERING this program provides for the Municipality's financial contribution;

CONSIDERING the Municipality's resolution 219-06-19 confirms the its intention to participate in the Société d'habitation du Québec's rental supplement program;

WHEREAS Article 3.1.1 and 94.5 of the Act respecting the Société d'habitation du Québec;

WHEREAS the Municipality intends to adopt an additional financial assistance program for said housing project;

WHEREAS the Municipality would like to adhere to the Rénovation Québec program with the goal of improving the Accès-logis Québec program to undertake the « Habitats Morin-Heights » project;

It is proposed by Councillor Louise Cossette

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO ASK the Société d'habitation du Québec to participate in the Rénovation Québec program and subscribe to Section II, Intervention 6 (Accès-logis Québec improvement) and to ask for a budget in the amount of \$ 570,211, this total financial assistance may be paid for in equal parts by the Municipality and the SHQ;

TO AUTHORIZE the Mayor and Director general, and they are hereby authorized, to sign for and in the Municipality's name, the management and safety agreements pertaining to the Rénovation Québec program;

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TO CONFIRM the Municipality's intention of granting the municipal portion of financial assistance pursuant to the parameters to come from the pertinent renovation by-law for Rénovation Québec;

QUESTION PERIOD

Council answers questions asked by the public.

249.07.19 END OF THE MEETING

It is proposed by Councillor Claude P. Lemire that the meeting end at 20h40.

*I have approved each and every
resolution in these minutes*

Timothy Watchorn
Mayor

Hugo Lépine
Director general / Secretary-treasurer

Twenty people attended the meeting.