

## **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, January 17th, 2018 at which were present:

Councillor Claude P. Lemire  
Councillor Leigh MacLeod  
Councillor Jean Dutil  
Councillor Louise Cossette  
Councillor Peter MacLaurin

forming quorum under the chairmanship of Mayor Timothy Watchorn.

The Assistant Secretary-treasurer, Michel Grenier, is present.

Councillor Jean-Pierre Dorais is absent.

At 7:30 p.m., the Mayor states quorum, and Council deliberates on the following dossiers.

#### **1.01.18 ADOPTION OF THE AGENDA**

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

That Council adopt the agenda as presented by Director general.

#### **AGENDA**

1		Opening of the council meeting
2		Adoption of the agenda
3		<b>Administration</b>
3	1	1 Approval of the minutes
3	1	2
3	2	<b>Finances</b>
3	2	1 Expense statement to December 30 <sup>th</sup> , 2017
3	2	2 Statement of financial activities to December 31 <sup>st</sup> , 2017
3	2	3
3	3	<b>Correspondence</b>
3	4	<b>Personnel</b>
3	4	1
3	4	4 Administrative assistant – Josée Poirier
3	5	<b>Resolution</b>
3	5	1 MRC des Pays-d'en-Haut's geomatic project
3	5	2 Roadblock for the 2018 GMPDH food drive
3	5	3 Final acceptance for MSSl aqueduct work
3	5	4 Attestation – Fédération des caisses Desjardins
3	6	<b>Regulations</b>
3	6	1
4		<b>PUBLIC SAFETY</b>
4	1	1 Monthly report from the Director
4	1	2 -
4	2	<b>Personnel</b>
4	2	1
4	3	<b>Resolution</b>

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4	3	1	
4	4		<b>Regulations</b>
4	4	1	By-law n° SQ-03-2017 regarding traffic and parking in the Municipality of Morin-Heights
4	4	2	By-law n° SQ-04-2017 regarding nuisances and the encroaching on public areas in the Municipality of Morin-Heights
4	4	3	By-law n° SQ-05-2017 regarding cleanliness, safety, peace and order in public areas, sidewalks, parks and public areas in the Municipality of Morin-Heights
4	4	4	
5			<b>PUBLIC WORKS</b>
5	1		Monthly report from the Director
5	2		<b>Personnel</b>
5	2	1	
5	3		<b>Resolution</b>
5	3	1	Purchase of a new loader backhoe
5	4		<b>Regulations</b>
5	4	1	
6			<b>URBANISM, ENVIRONMENT AND LAND DEVELOPMENT PLANNING</b>
6	1		
6	1	2	
6	3		<b>Resolution</b>
6	3	1	
6	4		<b>Regulations</b>
6	4	1	
7			<b>RECREATION, OUTDOOR NETWORK AND COMMUNITY SERVICES</b>
7	1	1	Report from the Director, outdoor network
7	1	2	
7	2		<b>Personnel</b>
7	2	1	
7	3		<b>Resolution</b>
7	3	1	Temporary acceptance for Chalet Bellevue
7	3	2	2018 Morin-Heights Viking loppet
8			New Business
9			Question period
10			End of the meeting

### **2.01.18 APPROVAL OF THE MINUTES**

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The minutes of the regular and special budget meetings of December 13<sup>th</sup>, 2017 were given to Council members, by means of the electronic assembly file folder.

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

That Council adopt the minutes of the regular and special budget meetings of December 13<sup>th</sup>, 2017.

### **3.01.18 EXPENSE STATEMENT**

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The list of accounts payable and accounts paid during the month of December 2017 were given to Council members by means of the electronic assembly as well as the list of authorized expenses as per the delegation of competency by-law 351.

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.

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<b>Expense statements from December 1<sup>st</sup> to 30<sup>th</sup>, 2017</b>	
Accounts to be paid	\$ 627,624.79
Accounts paid in advance	\$ 213,902.20
<b>Total purchases</b>	<b>\$ 841,526.99</b>
Direct bank payments for the month	\$ 19,140.53
<b>Total expenses</b>	<b>\$ 860,667.52</b>
<b>Net salaries</b>	<b>\$ 187,612.29</b>
<b>GRAND TOTAL (to December 30<sup>th</sup>, 2017)</b>	<b>\$ 1 048,279.81</b>

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

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

### **4.01.18 STATEMENT OF FINANCIAL ACTIVITIES TO DECEMBER 31ST, 2017**

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The Assistant Secretary-treasurer presents Council, who acknowledge receipt of the statement of financial activities to December 31st, 2017.

### **CORRESPONDENCE**

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Council acknowledges receipt of the letters presented to its members for the month of December 2017 by means of the electronic assembly. The Director General will take action and follow up if necessary.

### **5.01.18 MRC DES PAYS-D'EN-HAUT'S GEOMATIC PROJECT**

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Whereas the MRC des Pays-d'en-Haut and its municipalities have demonstrated an interest in creating a geomatic service to meet the geomatic needs of the MRC des Pays-d'en-Haut and its 10 local municipalities;

Whereas the MRC intends on preparing a feasibility survey including a diagnostic and opportunity study and present the results to its constituent municipalities;

Whereas a new program allowing for common services in the municipal environment rendered possible by the Minister of municipal affairs and land occupancy also applies to finding diagnostics and opportunity studies in this matter;

Whereas said program requires a resolution from each municipality of the territory in order to present such a request;

Whereas the Fonds de développement des territoires will contribute to this study;

It is proposed by Councillor Peter MacLaurin  
And unanimously resolved by all councillors in attendance

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That the Municipality of Morin-Heights authorizes the MRC des Pays-d'en-Haut to present a request for financial assistance in the amount of \$ 50,000 to the Minister of municipal affairs and land occupancy as per the feasibility study (diagnostic and opportunity study) for the set-up of common geomatic services for which it is admissible within the *Appel de projets pour la mise en commun d'équipements, d'infrastructures, de services ou d'activités en milieu municipal* program.

### **6.01.18 ROADBLOCK FOR THE 2018 GMPDH FOOD DRIVE**

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Considering that Council has received the following request from the Garde-manger des Pays-d'en-Haut regarding the organizing of its annual food drive which will be held on December 8<sup>th</sup>;

Considering the Garde-manger des Pays-d'en-Haut is responsible for obtaining the proper authorization from the Minister of transport and the Sûreté du Québec;

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

That Council support the organization's request made to the Minister of Transport for the set-up of a roadblock next December 8<sup>th</sup> at the intersection of Village road and Route 364.

That Council notify the Garde-manger des Pays-d'en-Haut that they are responsible for gathering volunteers and the necessary personnel for the activities.

### **7.01.18 FINAL ACCEPTANCE FOR MSSI AQUEDUC WORK**

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Considering Équipe Laurence has confirmed that general contractor *Les Entreprises Claude Rodrigue Inc.* has completed the work pertaining to the connection of the Ski Morin Heights drinking water network to the Village network as of December 22<sup>nd</sup>, 2017;

Considering the finishing work will be reviewed in the Spring;

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

That Council agree to the final acceptance for the work undertaken as per By-law 517-2015.

That Council authorize the payment of the special amount withheld in the amount of \$ 2,500 for the finishing work on des Hauteurs road for the above-mentioned project as per the contractual documents and Équipe Laurence's recommendation dated December 22<sup>nd</sup>.

### **8.01.18 ATTESTATION – FÉDÉRATION DES CAISSES DESJARDINS**

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Whereas certain modifications must be made to the Fédération des caisses Desjardins's dossier in order for certain municipal representatives be authorized to:

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- sign or approve any document or supporting document pertaining to a request made to the Fédération des caisses Desjardins du Québec;
- proceed with any requests, present and future, for modifications, limit increases and additional card(s)

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

That Mr. Yves Desmarais, Director general and Michel Grenier, Assistant Secretary-treasurer as well as Mrs. Catherine Maillé, Director, Recreation department be authorized to sign any document for and in the name of the Municipality of Morin-Heights.

### **9.01.18 MONTHLY REPORT FROM THE DIRECTOR**

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The Assistant Secretary-treasurer presents Council who acknowledge receipt of the monthly report for the month of December from the Director, Fire department, the list of authorized expenses for the month as per competency delegation, by-law 351.

### **10.01.18 BY-LAW N° SQ-03-2017 REGARDING TRAFFIC AND PARKING IN THE MUNICIPALITY OF MORIN-HEIGHTS**

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*(French version only)*

### **11.01.18 BY-LAW N° SQ-04-2017 REGARDING NUISANCES AND THE ENCROACHING ON PUBLIC AREAS IN THE MUNICIPALITY OF MORIN-HEIGHTS**

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*(French version only)*

### **12.01.18 BY-LAW N° SQ-05-2017 REGARDING CLEANLINESS, SAFETY, PEACE AND ORDER IN PUBLIC AREAS, SIDEWALKS, PARKS AND PUBLIC AREAS IN THE MUNICIPALITY OF MORIN-HEIGHTS**

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*(French version only)*

### **13.01.18 MONTHLY REPORT FROM THE DIRECTOR, SERVICE DES TRAVAUX PUBLICS**

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The Assistant Secretary-treasurer presents Council who acknowledge receipt of the monthly reports for the month of December, the list of daily calls as well as the list of expenses authorized during the month as per the delegation of competency, by-law 351 as well as the 2016 annual report for the management of drinking water.

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**14.01.18 PURCHASE OF A NEW LOADER BACKHOE**

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Considering Council proceeded with a call for tenders via the SEAO for the purchase of a new 2017 or 2018 loader backhoe;

Considering the Municipality received the following offers:

Name	Price (taxes inc.)
Toromont CAT	\$ 155,212.48
Nortrax	\$ 151,473.27

Considering that the lowest tenderer Nortrax, and following Mr. Bérubé's report, does not conform to many items on the specification.

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

That Council grant the contract for the purchase of a new 2018 loader backhoe as described in the tender to the lowest bidder in conformity, Toromont CAT for an amount of \$ 155,212.48, including taxes.

That Council accept the financing offer at the rate of 4.75% for a 60 month period, for a total cost of \$ 177,401.48.

That Council authorize the Director general to sign the pertinent.

**15.01.18 MONTHLY REPORT FROM THE DIRECTOR, OUTDOOR NETWORK**

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The Assistant Secretary-treasurer presents Council, who acknowledge receipt, of the monthly report prepared by the Director, outdoor network.

**16.01.18 TEMPORARY ACCEPTANCE FOR CHALET BELLEVUE**

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Considering TLA Architectes have certified, as of December 7th, 2017, that the work stipulated in the contractual documents for the rehabilitation of Chalet Bellevue;

Considering the list of work requiring corrections;

Considering the notice given by the contractor by the Director general on December 15<sup>th</sup>, 2017 with regards to the Municipality intending to apply the penalty stipulated in the tender document for non-completed work;

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

That Council accept the TLA Architectes' recommendation regarding the temporary acceptance of 27, Bellevue.

That Council authorize the release of 50% of the amount withheld.

That Council notify that the penalty will imposed as of January 8<sup>th</sup>, 2018.

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**17.01.18 2018 MORIN-HEIGHTS VIKING LOPPET**

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Considering that the Municipality is host of the Viking loppet which will be held next February 25th;

Considering that 570 skiers will be participating in this event;

Considering that Council the logistics surrounding this event;

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

That Council ask the Ministère des transports' authorization to cover the route 329 with snow and close it sporadically in order to allow the skiers to cross vis-à-vis the aerobic corridor and vis-à-vis Allen road between 10:30 a.m. and 2:30 p.m.

That Council authorize the sporadic closing and snow cover of Bennett and Rockcliff roads to cross the aerobic corridor and Echo road in order to cross the Triangle trail.

That Council authorize parking on Campbell, Mountain View and Glen roads on February 25<sup>th</sup>, 2018.

That Council notify the Municipality's insurers that, on this day, the elementary school's property as well as private properties surrounding the school will be used and that more than 150 volunteers will be guiding skiers.

**QUESTION PERIOD**

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Council answers questions asked by the public.

**18.01.18 END OF THE MEETING**

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It is proposed by Councillor Claude P. Lemire that the meeting end at 8:00 p.m.

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

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Timothy Watchorn  
Mayor

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Michel Grenier  
Assistant Secretary-treasurer

Thirteen people attended the meeting.