

**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, February 13<sup>th</sup>, 2019 at which were present:

Councillor Leigh MacLeod  
Councillor Louise Cossette  
Councillor Jean Dutil  
Councillor Peter MacLaurin

forming quorum under the chairmanship of Mayor Timothy Watchorn.

Councillors Jean-Pierre Dorais and Claude P. Lemire are absent.

The Director general, Mr. Hugo Lépine is present.

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

**36.02.19 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 **ADMINISTRATION AND REGISTRY**
- 3 1 **Approval of the minutes**
- 3 1 1 Minutes of the regular meeting of January 16<sup>th</sup>, 2019
- 3 1 2 Minutes of correction of By-law (559-2018) regarding contractual management
- 3 2 **Finances**
- 3 2 1 Expense statement
- 3 2 2 Statement of financial activities to January 31<sup>st</sup>, 2019
- 3 2 3 Director general's monthly report
- 3 2 4 Director general's report regarding the use of delegated authority
- 3 3 **Correspondence**
- 3 4 **Human resources**
- 3 4 1 2019 administrative reorganization
- 3 5 **Resolutions**
- 3 5 1 Nomination of a 2019 negotiation committee
- 3 6 **By-laws**
- 3 6 1 Notice of motion and presentation of draft By-law (567-2018) regarding the Environment planning committee
- 3 6 2 Adoption – By-law (564-2018) regarding the rules governing sittings of council
- 4 **PUBLIC AND FIRE SAFETY**

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4	1	1	Monthly report from the Director
4	1	2	SQ police department's activity report
4	2		<b>Personnel</b>
4	3		<b>Resolutions</b>
4	4		<b>By-laws</b>
4	4	1	Notice of motion and presentation of draft By-law (568-2018) which modifies By-law (503-2013) regarding animal control in order to prohibit the artificial feeding of white-tail deer
5			<b>PUBLIC WORKS</b>
5	1		<b>Monthly report from the Director</b>
5	2		<b>Personnel</b>
5	3		<b>Resolutions</b>
5	3	1	Authorization of a request for tenders by invitation for domestic maintenance services
5	3	2	Authorization of the presentation of financial assistance requests to Transition énergétique Québec and Hydro-Québec for the purchase and installation of charging stations
5	3	3	Awarding of a contract for the sweeping of roads for 2019, 2020 and 2021
5	4		<b>By-laws</b>
5	5		<b>Report regarding petitions and requests</b>
6			<b>URBANISM, ENVIRONMENT AND LAND DEVELOPMENT PLANNING</b>
6	1		<b>Report from the Director</b>
6	2		<b>Personnel</b>
6	3		<b>Resolutions</b>
6	3	1	Toponymy – 'Manoirs Haute-Provence' residential project
6	4		<b>By-laws</b>
6	5		<b>Report regarding permits and certificates</b>
7			<b>RECREATION, OUTDOOR NETWORK AND COMMUNITY SERVICES</b>
7	1		<b>Report from the Director</b>
7	1	1	Report from the Director, parks and outdoor network
7	2		<b>Personnel</b>
7	3		<b>Resolutions</b>
7	4		<b>By-laws</b>
8			<b>NEW BUSINESS</b>
9			<b>QUESTION PERIOD</b>
10			<b>END OF MEETING</b>

### **37.02.19 MINUTES OF THE REGULAR MEETING OF JANUARY 16<sup>TH</sup>, 2019**

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The minutes of the regular meeting of January 16<sup>th</sup>, 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 meeting of January 16<sup>th</sup>, 2019.

### **38.02.19 MINUTES OF CORRECTION OF BY-LAW (559-2018) REGARDING CONTRACTUAL MANAGEMENT**

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Minutes of correction of the resolution number 255.09.18 regarding By-law 559-2018 regarding contractual management.

#### **NATURE DE LA CORRECTION**

Correction of grammar and syntax errors.

Addition of the following text at the first and second paragraphs of Article 4:

The Municipality may, *in accordance to Article 14.3 of the Quebec municipal code*, cooperate with other municipalities to *establish* a group purchase system for the purchase of goods and services.

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When such a system is in place and it is within context, the Municipality prioritizes this practice when granting contracts *according to the terms of the intermunicipal agreement previously signed for this purpose.*

### **5.01.19 EXPENSE STATEMENT**

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The list of accounts payable and accounts paid during the month of January 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 Jean Dutil studied the dossiers.

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

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

<b>Expense statements from January 1<sup>st</sup> to 31<sup>st</sup>, 2019</b>	
Accounts to be paid	\$ 111,111.26
Accounts paid in advance	\$ 343 652.64
Total purchases	\$ 454 763.90
Direct bank payments for the month	\$ 14,613.96
Total expenses	\$ 469,377.86
Net salaries	\$ 170,894.67
<b>GRAND TOTAL (to January 31<sup>st</sup>, 2019)</b>	<b>\$ 640,272.53</b>

<b>Expense statements to December 31<sup>st</sup>, 2018</b>	
Accounts to be paid	\$ 19,107.39
Accounts paid in advance	\$ 51,130.81
Direct bank payments for the month	\$ 70,283.20
Total expenses	\$ 70,238.20
Net salaries	
<b>GRAND TOTAL (to December 31<sup>st</sup>, 2018)</b>	<b>\$ 70,238.20</b>

*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.

### **40.02.19 STATEMENT OF FINANCIAL ACTIVITIES TO JANUARY 31<sup>ST</sup>, 2019**

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The Director general presents Council who acknowledges receipt of the statement of financial activities to January 31<sup>st</sup>, 2019.

### **41.02.19 DIRECTOR GENERAL'S REPORT**

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The Director general presents council, who acknowledge receipt, of the follow-up on current dossiers.

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**42.02.19            DIRECTOR GENERAL'S REPORT REGARDING THE  
USE OF DELEGATED AUTHORITY**

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The Director general presents council, who acknowledge receipt, of the report regarding the use of delegated authority.

**CORRESPONDENCE**

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Council acknowledges receipt of the letters presented to its members for the month of January 2019 by means of the electronic assembly. The Director General will take action and follow up, if necessary.

**43.02.19            2019 ADMINISTRATIVE REORGANIZATION**

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WHEREAS Mrs. Kimberly Thomas' report presented in 2018;

WHEREAS Mr. Marcel Ménard's report presented in 2018;

WHEREAS the 2018-2023 action plan adopted by Council in June 2018 which defines, among other things, a vision, a mission as well as the municipal administration's values;

CONSIDERING the new organizational chart presented by the Director general at the caucus;

CONSIDERING THE organizational position chart presented by the Director general at the caucus;

CONSIDERING THE Municipality's 2019 operations budget;

CONSIDERING Council estimates that the reorganization plan presented by the Director general meets the strategic directions that were hoped for;

CONSIDERING Council intends on maintaining and improving the quality of the Municipality's governance and management of funds;

CONSIDERING the Director general's recommendations;

CONSIDERING Articles 165 and 165.1 of the Quebec municipal Code;

It is proposed by

AND IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO APPROVE the Municipality's new 2019 organizational chart;

TO APPROVE the organizational position chart for the Municipality's various departments;

THAT the Administrative services be hereinafter known as the « Finance and Administrative department » ;

THAT the Urbanism and land development planning department be hereinafter known as « Urbanism and environment department »;

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THAT the Recreation and culture department be hereinafter known as « Recreation, Culture and community life department »;

THAT the Department Directors have their titles modified accordingly;

TO RATIFY the abolishment of the position of division head – permits and inspections;

TO RATIFY the creation of the position of a full-time inspector as per the terms of the collective agreement in effect;

TO ABOLISH the position of administrative assistant for the Recreation, culture and community life department;

TO CREATE the full-time position of coordinator, culture, community life and communications;

TO RATIFY the nomination, as of February 19<sup>th</sup>, 2019 of Mrs. Karyne Bergeron to the position of coordinator, culture, community life and communications at the conditions stipulated in the Remuneration policy for management and non-unionized professionals;

TO RATIFY the temporary part-time nomination of Mrs. Catherine Maillé to the position of Coordinator, sports, recreation and events until she resumes her position as Director, Recreation, culture and community life at the conditions stipulated in the Remuneration policy for management and non-unionized professionals;

### **44.02.19 NOMINATION OF A 2019 NEGOTIATION COMMITTEE**

WHEREAS the collective agreement signed with the Canadian union of public employees, local 3950 on July 28th, 2015 ends on December 31st, 2019;

CONSIDERING that this year, negotiations for the renewal of this agreement must take place and that the Municipality must form a negotiation committee for this purpose;

It is proposed by Councillor Louise Cossette

AND IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO NAME the following individuals as members of the Municipality's 2019 negotiation committee, specifically: Councillors Jean Dutil and Claude P. Lemire and Hugo Lépine, Director general and Mr. Alain Bérubé, Director of the public works department in support of this committee in the latter case;

TO MANDATE the committee in order to have the Municipality's negotiation positions defined, negotiate with the Union and report to Council on a monthly basis;

### **A.M. 02.02.19 NOTICE OF MOTION AND PRESENTATION OF DRAFT BY-LAW (567-2018)**

Notice of motion is given by councillor Peter MacLaurin that By-law (567-2018) regarding the environment planning committee will be presented at a future council meeting.

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Draft by-law (567-2018) regarding the environment planning committee is presented to Council forthwith;

### **45.02.19 ADOPTION – BY-LAW (564-2018) REGARDING THE RULES GOVERNING SITTINGS OF COUNCIL**

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

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

THAT Council adopt By-law (564-2018) regarding the rules governing sittings of council as follows:

#### **By-law 564-2018 Regarding the rules governing sittings of Council**

##### **EXPLANATORY NOTE**

*This by-law consolidates and updates various rules of governing of sittings of council.*

*It reviews the statutory agenda of regular sittings and establishes the existence of caucus meetings, according to the Municipal Code.*

CONSIDERING Articles 150 and following of the Municipal Code;

WHEREAS Council intends on modernizing the governing rules and procedures;

WHEREAS a notice of motion was given at the regular meeting of January 16<sup>th</sup>, 2019;

WHEREAS the present by-law was presented at the regular meeting of January 16<sup>th</sup>, 2019;

CONSEQUENTLY, the municipal council decrees the following :

#### **CHAPTER I : DEFINITIONS**

1. **Definitions** – In the present by-law, unless the context indicates otherwise, have the meaning:

« adjournment » : the postponement of a council sitting which has not been completed to another day;

« non-legal day » : non-legal day as per the *Code de procédure civile* (L.R.Q., chapter C-25);

« suspension » : temporary interruption of a council sitting.

« municipal code » : the Quebec municipal Code.

#### **CHAPITRE II : SITTINGS OF COUNCIL**

2. **Council room** – Council holds its sittings in the Council room located at 567, Village road.

It may, by resolution, determine another location located on the Municipality's territory.

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3. **Deliberations** – Deliberations must take place in a respectful, calm, dignified manner and must be audible and intelligible.

Any breach may be the subject of an immediate call to order by the Mayor.

4. **Presence of the public** - The public is admitted at the location designated for this purpose.

5. **French and English** – Council sittings are public and may be held in French and in English.

6. **Photos and recordings** – Anyone may photograph or record sittings of council with the Mayor's authorization as long as this does not cause trouble or decorum.

7. **Order and decorum** – A person that attends sitting of Council must remain silent and refrain from causing trouble or decorum.

8. **Mayor's authority** – The Mayor may take every measure that he deems necessary to ensure decorum and the safety of those attending the sitting of Council.

### **SECTION I**

#### **REGULAR SITTINGS OF COUNCIL**

9. **Calendar of sittings** – Regular sittings of council are held as per the calendar determined by resolution.

### **SECTION II**

#### **SPECIAL SITTINGS OF COUNCIL**

10. **Convening of special sittings** – Special sittings of Council are convened as per the provisions of the Municipal Code.

11. **Renunciation** – A council member attending a special sitting may renounce to the notice of convening of this sitting, in writing.

12. **Agenda** – At the time of the special sitting, Council may only take into consideration, the subjects specified in the agenda served with the notice of convening unless all of the members are present are in agreement.

### **SECTION III**

#### **CAUCUS**

13. **Convening** - The mayor or director general may convening a caucus for Council at any time.

This committee is formed by all municipal council members.

14. **Closed-doors** – The caucus may be held behind closed-doors.

### **CHAPTER III :      CHAIRMANSHIP OF SITTINGS OF COUNCIL**

15. **Mayor's role** – The mayor presides over the sittings of council.

16. **Maintaining of order** – Along with presiding over the sitting of Council, the mayor must maintain order and decorum.

For this purpose, he may order that a person comply with this regulation.

He may order that a person disturbing a sitting be removed from the place where the sitting is held.

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In the case of a commotion, the president may order the suspension of a sitting or an adjournment to the next legal day.

During a sitting, the mayor may rule on any question pertaining to the enforcement of the present by-law.

17. ***Appeal*** – a member may appeal to Council, the mayor's decision.

This member may briefly expose the motives of this appeal, which is resolved without debate by the majority of council members in attendance.

18. ***Right to speak*** – The mayor is the only one able to grant the right to speak during sittings of council.

### **CHAPTER IV : PROGRESS OF SITTINGS OF COUNCIL**

19. ***Suspension of regulations*** - Council may, at any time, if members in attendance are in agreement, suspend the application of a procedure regulation stipulated in the present by-law, specifically, for the remainder of the sitting.

#### **SECTION I**

##### **QUORUM, OPENING AND CLOSING OF A SITTING**

20. ***Quorum*** – The majority of Council members constitute a quorum.

21. ***Postponement*** – If, after 30 minutes after the time set for the beginning of the sitting, there is no quorum, two council members state, after having verified the time and names of members in attendance, the sitting is postponed for a future date.

A special notice of this postponement is given by the Director general and secretary-treasurer to the members of council who are not in attendance.

22. ***Loss of quorum*** – When indicated by the mayor, after the opening of a sitting, there is absence of quorum, he must delay for a maximum of 30 minutes.

At the end of this delay, two council members having stated failure of quorum, have the time and names of members in attendance registered and the sitting is adjourned to a later date.

A special notice of this adjournment must be given by the director general and secretary-treasurer to the members of council that are not in attendance at the time of the adjournment.

The sitting is set in order to allow the director general and secretary-treasurer to serve the necessary notices.

23. ***End of meeting*** – When Council has disputed all matters listed on the agenda, the mayor declares that the sitting is closed upon the proposition of a member.

#### **SECTION II**

##### **AGENDA**

24. ***Preparation of the agenda*** – The director general and secretary-treasurer prepares the agenda for regular and special council sittings in accordance to the order stipulated in the present by-law.

25. ***Transmission*** – By the latest, 48 hours before the date stipulated for a regular sitting of council, the director general and secretary-treasurer forwards the agenda for the sitting to council members. At the same time, he also provides council members with reports, draft by-laws as well any pertinent documents.



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26. **Agenda** – The subjects submitted to Council are considered as follows :

1. Opening of the sitting and word of welcome;
2. Adoption of the agenda;
3. Adoption of the minutes;
4. Mayor's report;
5. Director general's monthly report;
6. Finances et administration
  - 6.1 Expense statements
  - 6.2 Statement of financial activities
  - 6.3 Human resources
  - 6.4 Resolutions and by-laws
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
  - 8.2 Public works
  - 8.3 Parks and buildings
  - 8.4 Report regarding the treatment of petitions and requests
  - 8.5 Human resources
  - 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
10. Recreation, Culture and community life
  - 10.1 Director's monthly report
  - 10.2 Recreation
  - 10.3 Culture
  - 10.4 Outdoor network
  - 10.5 Events
  - 10.6 Human resources
  - 10.7 Resolutions and by-laws
11. Monthly correspondence
12. Councillor's declarations
13. Question period.

### **SECTION III MINUTES**

27. **Copy** – Copy of the minutes of the previous sitting of council must be forwarded to each council member, by the latest, 48 hours before the sitting at which it must be approved.

The registrar is then exempt from its reading before its approval.

### **SECTION IV WRITTEN COMMUNICATION TO COUNCIL**

28. **Presentation of documents** – Whomever would like to forward a letter, petition, request, report or any other written document to council, must do so during the question period provided for at the meeting.

They must notify the registrar of their name, the name of the organization they represent, if applicable, and the address where a communication may be forwarded.

However, the director general and secretary-treasurer may, with the mayor's authorization, refuse the presentation of a document that has vexatious.

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29. **Follow-up** – All of these documents, after having been presented to Council, are referred to general management for appropriation action.

### **SECTION V**

#### **MATTERS REQUIRING PUBLIC CONSULTATION**

30. **Explanations** – At the time of a public consultation stipulated by Law or decided by Council or when the Law allows for an interested individual to be heard by Council regarding a matter listed in the agenda, the mayor or any other designated person, explains the subject of the consultation and then allows anyone interested to express themselves if necessary, to council members and provide additional explanations.

Regulations regarding deliberations and business conduct of a sitting of council applies to the holding of a public consultation by making the necessary adaptations.

31. **Date of the holding** – When Council deems it necessary and that it is decided by resolution, a public consultation stipulated by a policy, a Law or by-law, can be held at a date other than the regular or special sitting.

32. **Procedure** – During this consultation meeting, Article 30 applies by making the necessary adaptations.

Members of the Municipality's personnel may participate by supply all of the necessary information with the understanding of the subject on the agenda of the specified public consultation.

### **SECTION VII**

#### **CITIZEN'S QUESTION PERIOD**

33. **Question period** – At each meeting, the public may ask questions to council members at the time of the period provided for this purpose.

34. **Duration** – At the time of a regular meeting, the question period should not last more than 60 minutes.

At the time of a special sitting, the question period should not last more than 15 minutes and must only pertain to the subjects listed on the agenda.

However, the duration of each period or part of question period may be extended with the consent of two thirds of the members in attendance.

The mayor may also put an end to the period when all of the citizens will have participated.

35. **Permission to speak** – The mayor gives permission to anyone wanting to ask a question.

36. **Obligation** – An individual wanting to ask a question must identify themselves by giving their name and by notifying the mayor to whom he would like to ask to question.

37. **Language and behaviour** – An individual asking a question must use proper language and proper behaviour.

38. **Number of questions** – An individual may ask no more than two questions during question period. However, the mayor may allow for an additional question to those already asked.

39. **Mayor's role** – When an individual intervenes without asking a question, the mayor may interrupt and ask them to ask a question.

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The question must be clear, brief and must not surpass one minute, unless the mayor is in agreement.

The mayor may also refuse a question or interrupt and retract the right to speak to anyone who contravenes to the present by-law or ask a frivolous or vexatious question or of such a nature as to discredit the question period.

### **SECTION X**

40. ***Residual provision*** – Any procedure or situation not covered by the present by-law is decided upon pursuant to the pertinent provisions of the Municipal Code.

### **CHAPTER XIII :      INFRACTIONS AND PENALTIES**

41. ***Respect of the Mayor's decisions*** - Everyone must comply with the Mayor's order or council's decision rendered as per Article 16 of the present by-law.

42. ***Respect for the by-law*** – Individuals may not contravene nor allow to contravene to a provision of the present by-law.

43. ***Infractions*** – Whomever contravenes or allows to contravene to a provision of the present by-law commits an offence and is liable to a minimum fine of \$ 300 and a maximum of \$ 1,000.

In the case of a recurrence, the offender is liable to a minimum fine of \$ 600 and a maximum of \$ 2,000.

In every case, fees are added to the fine.

### **CHAPTER XIV :      FINAL PROVISIONS**

44. ***Repeal*** – This by-law repeals and replaces By-law (484) regarding Council's internal management as well as any previous resolution regarding this matter.

45. ***Entering into effect*** – The present by-law enters into effect in accordance to the Law.

\_\_\_\_\_  
Timothy Watchorn  
Mayor

\_\_\_\_\_  
Hugo Lépine  
Director general / Secretary-treasurer

### **46.02.19      MONTHLY REPORT FROM THE DIRECTOR**

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

On the proposal of Councillor Leigh MacLeod, Council congratulates the members of the Fire department for their presence and devotion to the citizens of the municipality at the time of the last snowstorm.

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**47.02.19 SQ POLICE DEPARTMENT'S ACTIVITY REPORT**

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

**A.M. 03.02.19 NOTICE OF MOTION AND PRESENTATION OF DRAFT BY-LAW (568-2018) WHICH MODIFIES BY-LAW (503-2013) REGARDING ANIMAL CONTROL IN ORDER TO PROHIBIT THE ARTIFICIAL FEEDING OF WHITE-TAIL DEER**

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Notice of motion is given by councillor Peter MacLaurin that By-law (568-2018) which modifies By-law (503-2013) regarding animal control in order to prohibit the artificial feeding of white-tail deer will be presented at a future council meeting.

Draft by-law (568-2018) which modifies By-law (503-2013) regarding animal control in order to prohibit the artificial feeding of white-tail deer is presented to Council forthwith;

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

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

**49.02.19 AUTHORIZATION OF A REQUEST FOR TENDERS BY INVITATION FOR DOMESTIC MAINTENANCE SERVICES**

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WHEREAS the operations costs for the domestic maintenance of municipal buildings has reached an amount of \$ 76,000 in 2018;

WHEREAS THAT Council mandated the municipal administration to proceed with a complete analysis of the domestic maintenance operations;

CONSIDERING THAT the responsibility of the domestic maintenance of municipal buildings was transferred to the Public works department in the fall of 2018 in order to centralize and better control domestic maintenance operations;

TAKING INTO ACCOUNT the results of this analysis and the recommendations of the Director general and Director, public works regarding the decision to proceed with a call for tenders by invitation for domestic maintenance services;

CONSIDERING By-law (559-2018) regarding contractual management;

It is proposed by Councillor Jean Dutil

IT IS RESOLVED:

THAT the preamble form an integral part herewith;

TO AUTHORIZE the director general to proceed with a call for tenders by invitation for domestic maintenance services for the municipality in accordance to the Municipality's By-law regarding contractual management;

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TO MANDATE the Director general, as per article 935(3.1) of the Quebec municipal Code in order for him to designate the companies to be invited.

**50.02.19 AUTHORIZATION OF THE PRESENTATION OF A REQUEST FOR FINANCIAL ASSISTANCE TO TRANSITION ÉNERGÉTIQUE QUÉBEC AND HYDRO-QUÉBEC FOR THE PURCHASE AND INSTALLATION OF CHARGING STATIONS**

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WHEREAS THAT the Municipality's fixed asset triennial program stipulates that the purchase and installation of two charging stations on the territory;

WHEREAS PTI 2019-2020-2021 stipulates that 50% of financing must come from grants;

It is proposed by Councillor Louise Cossette

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO AUTHORIZE the presentation of requests for financing to Transition énergétique Québec and Hydro-Québec equivalent to 50% of estimated costs for this project;

TO AUTHORIZE the Director general, and he is hereby authorized, to sign, for and in the Municipality's name, any document to follow-up on this dossier;

**51.02.19 AWARDING OF A CONTRACT FOR THE SWEEPING OF ROADS FOR 2019, 2020 AND 2021**

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CONSIDERING the Municipality's requirements and needs with regards the cleanliness for the sweeping of its roads;

CONSIDERING the estimate of costs of a contract for the sweeping of roads based on previous years' history;

WHEREAS a call for tenders by invitation was sent on February 4<sup>th</sup> to three potential suppliers;

WHEREAS By-law (559-2018) regarding contractual management;

CONSIDERING THE specifications included a request for a price for options of one, two or three years;

CONSIDERING the Municipality has received a quote within the delays stipulated in the specifications, specifically:

Multiservices MD Inc. at \$ 110 per hour, for one year, \$ 110 per hour for two years and \$ 110 per hour for three years;

CONSIDERING Article 935 of the Quebec municipal code;

CONSIDERING THE offer presented complies with the specifications;

CONSIDERING the Director, public works and Director general recommend that Council retain the three-year option according to the submitted price, below the initial estimate;

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CONSIDERING THAT the verifications required by Law were done and that the tenderer has the certification required by the Quebec Revenue agency and is not listed in the non-authorized business registry;

It is proposed by Councillor Jean Dutil

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO GRANT the contract for the sweeping of municipal roads to Multiservices MD Inc. for the amount of \$ 52,800, plus taxes, as per the terms of the specifications, for the years 2019, 2020 and 2021;

TO AUTHORIZE the Director general and he is hereby authorized, to sign for an in the Municipality's name, any document to follow-up on this resolution;

### **52.02.19 REPORT REGARDING PETITIONS AND REQUESTS**

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The Director general presents Council who acknowledge receipt, of summary report regarding petitions and requests to February 8<sup>th</sup>, 2019.

### **53.02.19 MONTHLY REPORT**

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

### **54.02.19 TOPONYMY – PROMENADE DES CERVIDÉS**

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CONSIDERING RESOLUTION 88.04.05 adopted at the regular meeting of April 13th, 2005;

CONSIDERING the Commission de toponymie du Québec interpreted this resolution in such a way as to remove the odonyme « Promenade des Cervidés »;

CONSIDERING there is a need to specify that the odonym for the road designated as « Promenade des Cervidés » must be re-established from the crossroad of Tourtour, du Refuge and de la Réserve roads within the portion which includes, among others, lots 5 629 180, 5 629 181 and 5 632 174;

It is proposed by Councillor Louise Cossette

IT IS RESOLVED:

THAT the preamble forms an integral part hereof;

TO RE-ESTABLISH the odonym « Promenade des Cervidés » for the existing road to the crossroads of Chemins Tourtour, du Refuge and de la Réserve which includes, among others, lots 5 629 180, 5 629 181 and 5 632 174, notwithstanding the text of resolution 88.04.05;

TO FORWARD a certified copy of the present resolution to the Commission de toponymie du Québec;

***Municipality of Morin-Heights***

**55.02.19 REPORT REGARDING PERMITS AND CERTIFICATES**

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The Director general presents Council who acknowledge receipt, of report regarding permits and certificates to January 31<sup>st</sup>, 2019.

**56.02.19 MONTHLY REPORT FROM THE DIRECTOR**

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

**QUESTION PERIOD**

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Council answers questions asked by the public.

**57.02.19 END OF THE MEETING**

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It is proposed by Councillor Leigh MacLeod that the meeting end at 8:12 p.m.

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

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Timothy Watchorn  
Mayor

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Hugo Lépine  
Director general / Secretary-treasurer

Four people attended the meeting.