

**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 session of the Municipal council of Morin-Heights held via the Zoom platform in the Town Hall council room at 567, chemin du Village on Wednesday, March 10<sup>th</sup>, 2021 at which were present:

Councillor Jean Dutil  
Councillor Claude P. Lemire  
Councillor Louise Cossette  
Councillor Jean-Pierre Dorais  
Councillor Peter MacLaurin

Councillor Leigh MacLeod is absent.

forming quorum under the chairmanship of Mayor Timothy Watchorn.

The Director general, Mr. Hugo Lépine is present.

The meeting is held in accordance to the Quebec Ministry of Health and social services' 2020-079 ministerial decree.

At 19:35, the Mayor states quorum, and Council deliberates on the following dossiers;

**81.03.21 ADOPTION OF THE AGENDA**

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

TO ADOPT the agenda as presented by Director general.

**AGENDA**

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| 1 | OPENING OF THE MEETING AND WORD OF WELCOME   |
| 2 | ADOPTION OF THE AGENDA   |
| 3 | APPROVAL OF THE MINUTES  |
| 3 | 1 Minutes of the regular sitting of February 10 <sup>th</sup> , 2021                     |
| 3 | 2 Minutes of the Planning advisory committee meeting of February 16 <sup>th</sup> , 2021 |
| 3 | 3 Minutes of correction for resolution 24-01-21 regarding a minor exemption request      |

## ***Municipality of Morin-Heights***

### **4 DIRECTOR GENERAL'S MONTHLY REPORT**

- 4 1 Report regarding the follow-up of dossiers
- 4 2 Report regarding the use of delegated power

### **5 FINANCES AND ADMINISTRATION**

- 5 1 Expense statements
- 5 2 Statement of financial activities
- 5 3 Human resources
- 5 4 By-laws and various resolutions
- 5 4 1 Amendment to resolution 52-02-21 - Date for the holding of a referendum – By-law (603-2020) providing for financing for the extension of the Beaulieu drinking water distribution network and decree of a loan for this purpose

### **6 PUBLIC AND FIRE SAFETY**

- 6 1 Director's monthly report
- 6 2 Sûreté du Québec police department's activity report
- 6 3 Human resources
- 6 4 By-laws and various resolutions
- 6 4 1 Notice of motion and presentation of By-law SQ-2019-1 which modifies By-law SQ-2019 regarding traffic, parking, peace and order to specify certain provisions

### **7 PUBLIC WORKS AND INFRASTRUCTURES**

- 7 1 Director's monthly report
- 7 2 Public works, buildings and facilities
- 7 3 Environmental hygiene
- 7 4 Report regarding the treatment of petitions and requests
- 7 5 Human resources
- 7 6 By-laws and various resolutions
- 7 6 1 Contract for the sweeping of roads for 2021 and 2022
- 7 6 2 Notice of motion and presentation of by- By-law (618-2021) providing financing for the upgrading work on the Lac Peter dam and decree of a loan for this purpose

### **8 URBANISM AND ENVIRONMENT**

- 8 1 Interim Director's monthly report
- 8 2 Report regarding permits and certificates
- 8 3 Animal protection and control society's activity report
- 8 4 Minor exemptions and SPAIP
- 8 4 1 Minor exemption – 15, rue Newton
- 8 5 Human resources
- 8 6 By-laws and various resolutions
- 8 6 1 Notice of motion and presentation of By-law (616-2021) regarding septic tanks and the retention of private wastewater treatment systems
- 8 6 2 Notice of motion and presentation of By-law (615-2021) regarding animal control
- 8 6 3 Contract – maintenance work for flowerbeds and flowers
- 8 6 4 Subdivision project for 10 lots (rue Doral) Balmoral area
- 8 6 5 Postponement – entering into effect – Articles 9 and 12 – By-law (607-2020) for temporary control limiting cadastral operations in order to respect future orientations of the new urbanism plan

### **9 RECREATION, CULTURE AND COMMUNITY LIFE**

- 9 1 Director's monthly report
- 9 2 Recreation
- 9 2 1 Intermunicipal agreement with the Municipality of Piedmont regarding the summer day camp
- 9 3 Culture
- 9 3 1 Policy regarding library services
- 9 4 Outdoor network
- 9 5 Events
- 9 6 Human resources
- 9 7 By-laws and various resolutions

## ***Municipality of Morin-Heights***

- 9 7 1 Notice of motion and presentation of By-law (617-2021) providing financing for the roadwork for the construction of an access road for lot 3 736 911 and decree of a loan for this purpose
- 10 **MONTHLY CORRESPONDENCE**
- 11 **COUNCILLORS' DECLARATION**
- 11 1 Declaration regarding the respect of democracy and the democracy with respect
- 12 **MAYOR'S REPORT**
- 13 **QUESTION PERIOD**
- 13 1 Oral questions and answers
- 13 2 Written questions and answers
- END OF THE MEETING

### **82.03.21 MINUTES OF THE REGULAR SITTING OF FEBRUARY 10<sup>TH</sup>, 2021**

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The minutes of the regular meeting of February 10<sup>th</sup>, 2021 were given to Council members, by means of the electronic assembly file folder.

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

TO ADOPT the minutes of the regular meeting of February 10<sup>th</sup>, 2021;

### **83.03.21 MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING FEBRUARY 16<sup>TH</sup>, 2021**

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The Director general presents the minutes of the latest town planning advisory committee meeting of February 16<sup>th</sup>, 2021;

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

TO ADOPT the minutes of the latest town planning advisory committee meeting of February 16<sup>th</sup>, 2021 and make the pertinent recommendations.

### **84.03.21 MINUTES OF CORRECTION FOR RESOLUTION 24-01-21 REGARDING A MINOR EXEMPTION REQUEST**

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Minutes of correction of resolution 24-01-21 – Minor exemption – Lot 3 735 192, chemin du Village;

In accordance to Article 202.1 C.M., the Director general presents the municipal council with the following minutes of correction for resolution 24-01-21, as it appears in the documents submitted to the municipal council.

## ***Municipality of Morin-Heights***

### **NATURE DE LA CORRECTION**

The addition of the underlined text below at the first «CONSIDERING» as follows:

CONSIDERING a request for minor exemption to Zoning by-law 416 regarding the construction of a new commercial building for the property located on Village road, lot 3 735 192 was submitted and presented, despite the presence of a riparian strip which creates a 15-meter riparian protection strip and a non-construction strip of 20 meters with a frontage distance of 6.5 meters while the minimal setback is of 10 meters and a lateral distance of 2.4 meters while the minimal setback is 7.5 meter ;

### **85.03.21 DIRECTOR GENERAL'S MONTHLY REPORT**

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The Director general presents his monthly follow-up report as well as the report regarding the use of delegated power as per By-law (577-2019) regarding financial administration.

### **86.03.21 REPORT REGARDING THE FOLLOW-UP OF DOSSIERS**

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The Director general presents his monthly activities report.

### **87.03.21 REPORT REGARDING THE USE OF DELEGATED POWER**

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In accordance to By-law (577-2019) regarding financial administration, the Director general presents his report regarding the use of delegated power during the last month.

### **88.03.21 EXPENSE STATEMENT**

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The list of accounts payable and accounts paid during the month of February was given to Council members by means of the electronic assembly as well as the list of authorized expenses for the month as per By-law (577-2019) regarding financial administration.

Councillor Claude P. Lemire studied the dossier.

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

TO APPROVE the accounts as detailed on the lists presented.



## **Municipality of Morin-Heights**

<b>Expense statements from February 1<sup>st</sup> to 28<sup>th</sup>, 2021</b>	
Accounts to be paid	\$ 636,789.77
Accounts paid in advance	\$ 295,030.16
Total purchases	\$ 931,819.93
Direct bank payments	\$ 23,074.15
Sub-total – purchases and direct payments	\$ 954,894.08
Net salaries	\$ 156,098.56
<b>GRAND TOTAL (February 2021)</b>	<b>\$ 1 110,992.64</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 appropriate payments;

### **89.03.21 STATEMENT OF FINANCIAL ACTIVITIES**

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The Director general presents Council who acknowledges receipt of the statement of financial activities to February 28<sup>th</sup>, 2021.

### **90.03.21 AMENDMENT TO RESOLUTION 52-02-21 – DATE FOR THE HOLDING OF A REFERENDUM – BY-LAW (603-2020) PROVIDING FOR FINANCING FOR THE EXTENSION OF THE BEAULIEU DRINKING WATER DISTRIBUTION NETWORK AND DECREE OF A LOAN FOR THIS PURPOSE**

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CONSIDERING THAT resolution 52-02-01 specified March 14<sup>th</sup>, 2021 as the pro forma date for the holding of the referendum for the approval of By-law (603-2020) providing for financing for the extension of the Beaulieu drinking water distribution network and decree of a loan for this purpose;

WHEREAS THAT this date could not respect the regulations stipulated in the Act respecting elections and referendums in Municipalities (RLRQ, ch. E-2.2);

It is proposed by Councillor Jean Dutil

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

## ***Municipality of Morin-Heights***

TO MODIFY Council's resolution 52-02-21 in order to replace the date of March 14<sup>th</sup>, 2021 for March 31<sup>st</sup>, 2021;

### **91.03.21 MONTHLY REPORT FROM THE DIRECTOR**

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The Director general presents council, who acknowledge receipt of, the monthly report for the month of February from the Director, Fire department and the list of authorized expenses for the month as per By-law (577-2019) regarding financial administration.

### **92.03.21 SÛRETÉ DU QUÉBEC POLICE DEPARTMENT'S MONTHLY REPORT**

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General management has not received any reports.

### **A.M. 03.03.21 NOTICE OF MOTION AND PRESENTATION OF BY-LAW SQ-2019-1 WHICH MODIFIES BY-LAW SQ-2019 REGARDING TRAFFIC, PARKING, PEACE AND ORDER TO SPECIFY CERTAIN PROVISIONS**

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Notice of motion is given by Councillor Peter MacLaurin that By-law (SQ-2019-1) which modifies By-law SQ-2019 regarding traffic, parking, peace and order to specify certain provisions will be presented at a future council meeting.

Draft by-law (SQ-2019-1) which modifies By-law SQ-2019 regarding traffic, parking, peace and order to specify certain provisions will be presented at a future council meeting.

### **93.03.21 MONTHLY REPORT FROM THE DIRECTOR**

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The Director general presents Council, who acknowledge receipt of, the monthly report for the month of February from the Director, public works, the list of requests as well as the list of expenses authorized during the month of February 2021 as per By-law (577-2019) regarding financial administration.

**Municipality of Morin-Heights**

**94.03.21      REPORT REGARDING THE TREATMENT OF PETITIONS  
AND REQUESTS**

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The Director general will present to Council who will acknowledge receipt, of summary report regarding petitions and requests to February 28th, 2021, next month.

**95.03.21      CONTRACT FOR THE SWEEPING OF ROADS FOR 2021 AND 2022**

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CONSIDERING By-law (571-2019) regarding contractual management;

CONSIDERING THAT the Municipality proceeded with a call for tenders by invitation and has invited the following businesses to present offers for the sweeping of roads for 2021 and 2022 as well as for a warrant for an additional year in:

Balai Permanent Inc.
Groupe Villeneuve
Les Entreprises Myrroy Inc.
Balaye Pro

CONSIDERING THAT the Municipality has received the following offer :

Name	Price (including taxes)
Les Entreprises Myrroy Inc.	2021 : \$ 33 702,62
	2022 : \$ 33 702,62

CONSIDERING THAT sufficient credits are available in the 2021 budget;

It is proposed by Councillor Jean Dutil

IT IS RESOLVED:

TO PROCEED with the granting of the contract for the sweeping of roads to the only bidder in conformity, Les Entreprises Myrroy Inc., for 2021 and 2022 for an amount of \$ 67,405.24, including taxes;

## ***Municipality of Morin-Heights***

### **A.M. 04.03.21 NOTICE OF MOTION AND PRESENTATION OF BY-LAW (618-2021) PROVIDING FINANCING FOR THE UPGRADING WORK ON THE LAC POETER DAM AND DECREE OF A LOAN FOR THIS PURPOSE**

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Notice of motion is given by Councillor Jean-Pierre Dorais that By-law (618-2021) providing financing for the upgrading work on the Lac Peter dam and decree of a loan for this purpose will be presented at a future council meeting.

Draft by-law (618-2021) providing financing for the upgrading work on the Lac Peter dam and decree of a loan for this purpose will be presented at a future council meeting.

### **96.03.21 INTERIM DIRECTOR'S MONTHLY REPORT**

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The Director general presents Council, who acknowledge receipt of the monthly report for February 2021 from the Interim Director of the Urbanism and Environment as well as the list of authorized expenses as per By-law (577-2019) regarding financial administration.

### **97.03.21 REPORT REGARDING PERMITS AND CERTIFICATES**

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The Director general presents Council who acknowledge receipt, of the list of permits and certificates to February 28<sup>th</sup>, 2021.

### **98.03.21 ANIMAL PROTECTION AND CONTROL SOCIETY'S ACTIVITY REPORT**

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General management hasn't received any reports.

### **99.03.21 MINOR EXEMPTION – 15, RUE NEWTON**

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- The president of the assembly opens the consultation meeting regarding the minor derogation at 19:50;
- The president of the assembly invites the Director general to read the proposal and explain the requested derogation;

***Municipality of Morin-Heights***

- The president of the assembly invites anyone interested who were duly convened to this meeting by public notice dated February 23<sup>rd</sup>, 2021 be heard in this dossier. The meeting ends at 19:52 ;

CONSIDERING a request for minor exemption to Zoning by-law 416 aimed at allowing for the construction of a new garage which would encroach by 0,76 meters within the secondary front setback by a minimum of 7,5 meters for the residence located at 15, rue Newton was submitted and presented;

CONSIDERING the urbanism regulation minor derogations by-law (459);

WHEREAS the Planning advisory committee studied the request and does not recommend Council's approval of the derogation request;

WHEREAS a public notice was given in conformity to the law;

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

TO APPROVE the requested exemption, specifically to request for minor exemptions in order to approve the construction of an accessory residential garage at a distance of 6,74 meters from Route 329 while the minimum required is of 7,5 meters;

As shown on the construction plan prepared by Peter Rado, land surveyor on October 8<sup>th</sup>, 2020 (minutes 16922);

**A.M. 05.03.21 NOTICE OF MOTION AND PRESENTATION OF BY-LAW  
(616-2021) REGARDING SEPTIC TANKS AND THE  
RETENTION OF PRIVATE WASTEWATER TREATMENT  
SYSTEMS**

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Notice of motion is given by Councillor Peter MacLaurin that By-law (616-2021) regarding septic tanks and the retention of private wastewater treatment systems will be presented at a future council meeting.

Draft by-law (616-2021) regarding septic tanks and the retention of private wastewater treatment systems will be presented at a future council meeting.

**Municipality of Morin-Heights**

**A.M. 06.03.21    NOTICE OF MOTION AND PRESENTATION OF BY-LAW  
(615-2021) REGARDING ANIMAL CONTROL**

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Notice of motion is given by Councillor Jean Dutil that By-law (615-2021) regarding animal control will be presented at a future council meeting.

Draft by-law (615-2021) regarding animal control will be presented at a future council meeting.

**100.03.21            CONTRACT – MAINTENANCE WORK FOR FLOWERBEDS  
AND FLOWERS**

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CONSIDERING THE Municipality’s 2021 budget;

CONSIDERING By-law (571-2019) regarding contractual management and its regulations regarding the management of call or tenders for contracts between \$50 000 and less than \$101,400;

CONSIDERING THAT the Administration proceeded with a call for tenders on invitation for the maintenance work for flowerbeds and flowers, a one-year contract:

CONSIDERING THAT the Municipality has received the following compliant offer:

Name	Price (including taxes)
Serres et pelouses Croque-Herbes Inc.	74,733.75 \$
Vaux-Verts	66,000.00 \$

CONSIDERING a selection committee proceeded with the analysis of tenders received and has presented its report;

It is proposed by Councillor Louise Cossette

IT IS RESOLVED:

TO GRANT the contract for the maintenance work of flowerbeds and flowers to Vaux-Verts for the period of one year, for an amount of \$ 66,000 including taxes;

THAT the Director general be authorized to sign the service agreement and he is authorized to make the payments as per the terms of payment are included in the copy attached herewith forming an integral part hereof.

***Municipality of Morin-Heights***

**101.03.21 SUBDIVISION PROJECT FOR 10 LOTS (RUE DORAL) BALMORAL AREA**

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Councillor Jean Dutil divulged his interest and declared that he will not take part in the debate nor the vote pertaining to the following resolution;

CONSIDERING the Urbanism department has received a subdivision request aimed at extending rue Doral in the Balmoral area;

CONSIDERING THAT the Urban planning committee recommends to Council, by resolution 04.02.21, the approval of the subdivision project as shown on the plan prepared by surveyor Nathalie Garneau, minute 3391;

It is proposed by Councillor Jean-Pierre Dorais

And unanimously resolved:

TO AUTHORIZE the Urbanism department to issue the subdivision permit as per the proposed plan;

TO ACCEPT said subdivision project;

Councillor Jean Dutil abstains from voting on this resolution.

**102.03.21 POSTPONEMENT – ENTERING INTO EFFECT – ARTICLES 9 AND 12 – BY-LAW (607-2020) FOR TEMPORARY CONTROL LIMITING CADASTRAL OPERATIONS IN ORDER TO RESPECT FUTURE ORIENTATIONS OF THE NEW URBANISM PLAN**

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WHEREAS THAT paragraph 2 of Article 31 of By-law (607-2020) for temporary control limiting cadastral operations in order to respect future orientations of the new urbanism plan which stipulates that Articles 9 and 12 of said by-law enter into effect on April 1<sup>st</sup>, 2021 or on any other date decided by Council;

WHEREAS THAT Article 9 stipulates an additional exception allowing for cadastral operations for the subdivision of lots of a minimum of 4,000 square meters in partially serviced zones and 8,000 square meters in non-serviced zones;

WHEREAS THAT Council estimates that that this entering into effect date is premature in order to allow for certain verifications regarding the minimum frontage required for these lots;

***Municipality of Morin-Heights***

It is proposed by Councillor Claude P. Lemire

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO POSTPONE the entering into effect of Articles 9 and 12 of By-law (607-2020) for temporary control limiting cadastral operations in order to respect future orientations of the new urbanism plan in order to respect the future orientations of the new urbanism plan to May 1<sup>st</sup>, 2021;

**103.03.21      MONTHLY REPORT FROM THE DIRECTOR**

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The Director presents Council, who acknowledge receipt of her monthly report from the Director, Recreation, culture and community life as well as the lists of authorized expenses during the month of February 2021 as per By-law (577-2019) regarding financial administration.

**104.03.21              INTERMUNICIPAL AGREEMENT WITH THE MUNICIPALITY  
OF PIEDMONT REGARDING THE SUMMER DAY CAMP**

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WHEREAS THAT since 2015, the Municipality's Recreation, culture and community life department has been offering a summer day camp to resident children by way of an intermunicipal agreement with the Municipality of Piedmont as per the CAMPUCES program which it managed;

WHEREAS THAT this agreement expired on November 13th, 2018;

CONSIDERING THAT this program has been successful and deemed a major success;

CONSIDERING THAT the majority of children registered in the day camp come from the Municipality of Morin-Heights, more specifically, a proportion of close to 67%;

CONSIDERING Articles 569 and following of the Municipal Code which regulate the conclusion, the contents and the adoption of the intermunicipal agreements;

It is proposed by Councillor Louise Cossette

IT IS RESOLVED :



***Municipality of Morin-Heights***

THAT the preamble form an integral part hereof;

TO APPROVE the draft intermunicipal agreement with the Municipality of Piedmont regarding the summer day camp as submitted and recommended by the Director general;

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

**105.03.21      POLICY REGARDING LIBRARY SERVICES**

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CONSIDERING the proposals and recommendations received from the Recreation, culture and community life department pertaining to the updating of the policy regarding library services in effect since 2006;

WHEREAS THAT the emergency health measures have allowed us to elaborate new provisions for library services;

It is proposed by Councillor Claude P. Lemire

IT IS RESOLVED :

THAT the preamble form an integral part hereof;

TO ADOPT the Policy regarding library services;

**A.M. 07.03.21      NOTICE OF MOTION AND PRESENTATION OF BY-LAW  
(617-2021) PROVIDING FINANCING FOR THE ROADWORK  
FOR THE CONSTRUCTION OF AN ACCESS ROAD FOR LOT  
3 736 911 AND DECREE OF A LOAN FOR THIS PURPOSE**

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Notice of motion is given by Councillor Louise Cossette that By-law (617-2021) providing financing for the roadwork for the construction of an access road for lot 3 736 911 and decree of a loan for this purpose will be presented at a future council meeting.

Draft by-law (617-2021) providing financing for the roadwork for the construction of an access road to lot 3 736 911 and decree of a loan for this purpose will be presented at a future council meeting.

***Municipality of Morin-Heights***

**106.03.21        DECLARATION REGARDING THE RESPECT OF  
DEMOCRACY AND THE DEMOCRACY WITH RESPECT**

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The Director general proceeds with the reading of the declaration adopted at the February 2021 meeting.

**QUESTION PERIOD**

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Council answers questions from the public by video conference.

**107.03.21        END OF THE MEETING**

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The agenda having been completed, it is proposed by Councillor Claude P. Lemire that the meeting end at 21:05.

*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