

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 at the Community Room, 567, Village, on Wednesday, August 13th, 2008 at which were present Councillors Mona Wood, Rita O'Donoughue, Owen LeGallee, Gilles Coutu, Timothy Watchorn and Claude P. Lemire forming quorum under the chairmanship of Mayor, Michel Plante.

The Director General, Yves Desmarais, is present.

At 7:35 p.m., Mayor Michel Plante states quorum and after a moment of silence, Council deliberates on the following dossiers.

207.08.08 ADOPTION OF THE AGENDA

It is proposed by Councillor Rita O'Donoughue
And unanimously resolved:

That Council adopt the agenda as presented by the Director general.

AGENDA

- | | | |
|----------|----------|--|
| 1 | | Opening of the meeting in the community hall at 567, Village road |
| 2 | | Adoption of the agenda |
| 3 | | ADMINISTRATION |
| 3 | 1 | Approval of the minutes |
| 3 | 2 | Finances |
| 3 | 2 | 1 Expense statements |
| 3 | 2 | 2 Statement of revenues & expenses to July 31 st , 2008 |
| 3 | 2 | 3 |
| 3 | 3 | Correspondence |
| 3 | 3 | 1 Minister of municipal affairs and regions : Municipal infrastructure innovation prize |
| 3 | 3 | 2 Healthy towns and villages network : participation certificate |
| 3 | 3 | 3 Laurentians health and social services agency : recommendations-blue-green algae flowers |
| 3 | 3 | 4 Healthy towns and villages network : french international seminar |
| 3 | 3 | 5 F. Karam - complaint |
| 3 | 3 | 6 Morin-Heights library volunteer committee : installation of a clock |
| 3 | 3 | 7 Système Chez Denyse Montessori : thanks |
| 3 | 3 | 8 Clubs conseils en agroenvironnement : PAA in action |
| 3 | 3 | 9 Centre de santé et de services sociaux des Pays-d'en-Haut : request for financing |
| 3 | 3 | 10 Sylvie Trudeau: property 33-A-15 |
| 3 | 3 | 11 Marie Bernier-Fournier : complaint service |

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3	3	12	George Gardner : property clean-up
3	3	13	Minister of Canadien Heritage : Canada Day
3	3	14	Monique Surprenant Foundation : financing activity
3	3	15	Ateliers franco-qubécois: invitation
3	3	16	Community Table: 2007-08 annual report
3	3	17	Lafarge North America : fuel adjustment
3	3	18	Lafarge North America: energy surcharge
3	3	19	MAMR : safety with residential pools
3	3	20	Laurentians health and social services agency : blue-green algae recommendations
3	3	21	Monique Prud'homme Dossier : water entrance
3	3	22	Saint-Adolphe d'Howard - Bulletin
3	3	23	D. Whissell, Minister of Labour: reduction of speed
3	3	24	La Maison du Village exposition center : buffet-cocktail
3	3	25	Minister of education : National sports day
3	3	26	Quebec federation of municipalities : agreement regarding the management of bridges
3	3	27	Minister of transport : grant – Dwight road
3	3	28	MAMR – tax credits
3	3	29	MMQ - Urbanism
3	3	30	D. Whissell, Labour Minister – Grant - Dwight
3	3	31	Brea family : request for the installation of a bridge
3	3	32	Groupe-Accès : internet in Morin-Heights
3	4		Personnel
3	4	1	Hiring - Secretary
3	5		Resolution
3	5	1	Request for tenders – domestic maintenance
3	5	2	Adjudication of issuance of bank notes
3	5	3	Modifications pursuant to the financing of by-laws 427-428-429-433
3	5	4	Balmoral drinking water network
3	5	5	Congratulations – Blood donor clinic
3	5	6	Regrouping – Group insurance
3	6		Regulations
3	6	1	By-law 433 – Modification to Article 3
4			PUBLIC SAFETY
4	1	1	Monthly report from the Director
4	2		Personnel
4	2	1	
4	3		Resolution
4	3	1	
4	4		Regulations
4	4	1	Adoption of by-law 446 regarding traffic
4	4	2	Notice of motion – By-law 447 which amends the article regarding the enforcement of by-laws 328, 329, 330, 331, 332, 358 and 374
5			PUBLIC WORKS
5	1		Monthly report from the Director
5	2		Personnel
5	2	1	
5	3		Resolution
5	3	1	Contract – loader-backhoe
5	4		Regulations
6			ENVIRONMENT
6	1		Monthly report from the Director
6	2		Personnel
6	2	1	
6	3		Resolution
6	3	1	
6	4		Regulations
6	4	1	By-laws 400 and 444 – Balmoral drinking water network

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7 URBANISM AND LAND DEVELOPMENT PLANNING

- 7 1
- 7 1 2
- 7 2 **Personnel**
- 7 3 **Resolution**
- 7 3 1
- 7 4 **Regulations**

8 RECREATION AND CULTURE COMMUNITY SERVICES

- 8 1 1 Monthly report from the Director
- 8 1 2 Monthly report from the councillor responsible for community affairs
- 8 3 **Personnel**
- 8 3 1 Adjustment – lifeguard
- 8 4 **Resolution**
- 8 4 1 Congratulations – Arts Morin-Heights
- 8 4 2 Bursary for day camp trainees
- 8 4 3 Agreement – tennis instructor
- 8 4 4 Congratulations – dragon boats
- 8 4 5 Agreement – Chris Schlachter
- 8 4 6 Cultural day
- 9 New Business
- 10 Question period
- 11 End of the meeting

208.08.08 APPROVAL OF THE MINUTES

The minutes of the regular meeting of July 9th, 2008 were given to members of Council, by the means of the electronic assembly file folder, saved on their portable computers.

Consequently, the Director General is exempt from reading them.

It is proposed by Councillor Gilles Coutu
And unanimously resolved:

That Council adopt the minutes of the regular meeting of July 9th, 2008.

209.08.08 EXPENSE STATEMENT

The lists of accounts payable and accounts paid during the month of July 2008 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;

Council has studied the lists and:

It is proposed by Councillor Claude Philippe Lemire
And unanimously resolved:

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

	Total
July 1st to 31st, 2008	
Accounts to be paid	\$ 166,108.76
Accounts paid in advance	\$ 256,248.42
Total purchases	\$ 422,357.18
Direct bank payments for the previous month	\$ 20,771.10
Total expenses	\$ 443,128.28
Net salaries	\$ 124,897.36
GRAND TOTAL	\$ 568,025.64

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

Mr. Timothy Watchorn, employed by the company 9129-6558 Québec Inc. (David Riddell Excavation/Transport), refrained from participating in discussions and votes pertinent to this company's dossiers.

EXPENSES STATEMENT TO JULY 31ST, 2008

The Director general presents Council, who acknowledges receipt of the statement of revenues and expenses to July 31st, 2008.

210.08.08 THANKS

It is proposed by Councillor Gilles Coutu
And unanimously resolved

That the Municipality send a letter of thanks to MNA David Whissell for the financial assistance received for the reconstruction project of Dwight road as well as for the paving work on Village road and Route 364.

CORRESPONDENCE

The Director general reviews the correspondence for the month of July 2008. Council acknowledges receipt of the scanned mail, saved on the members' laptops in the Assembly folder. The Director general will follow up, if necessary.

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211.08.08 HIRING - SECRETARY

Considering there is a need to hire a permanent part-time secretary, four mornings/week, for the administration and recreation and culture departments;

Considering the credits are available in the remuneration budget;

Considering that, after analysis, the work committee recommends the hiring of Mrs. Karyne Bergeron;

It is proposed by Councillor Claude Philippe Lemire
And unanimously resolved:

That Council ratify the administration's decision to hire Mrs. Karyne Bergeron to the position of permanent part-time secretary, at 14 hours/week as per the terms of the collective agreement in effect.

212.08.08 REQUEST FOR TENDERS – DOMESTIC MAINTENANCE

Considering the Municipality would like to proceed with a request for tenders for the maintenance of municipal building;

It is proposed by Councillor Claude Philippe Lemire
And unanimously resolved:

That the Director general be authorized to proceed with tenders for the domestic maintenance of the town hall, the community hall and the municipal library.

213.08.08 ADJUDICATION OF ISSUANCE OF BANK NOTES

Considering that the Municipality has requested tenders by invitation for the financing of by-laws 427 – paving work on des Cimes road, 428 – paving work on du Sommet road, 429 – paving work in Domaine Bois-du-Ruisseau and 433 – work on the Village drinking water network;

Considering that the Municipality has received the following offers:

1. Financière Banque Nationale Inc.
Prix : 98,38800
Coût réel : 4,581444 %
2. Caisse Desjardins de la Vallée de St-Sauveur
Prix : 100,00000
Coût réel : 4,62000 %

It is proposed by Councillor Claude Philippe Lemire
And unanimously resolved:

That the Municipality accept the offer made by la Financière Banque Nationale Inc. for its loan of \$ 576,000 by notes as per by-laws 427, 428, 429 and 433 due in a 5 year series as follows:

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\$ 36,700	3,25000%	August 20, 2009
\$ 38,600	3,40000%	August 20, 2010
\$ 40,400	3,75000%	August 20, 2011
\$ 42,400	4,00000%	August 20, 2012
\$ 417,900	4,25000%	August 20, 2013

That the notes, capital and interests be payable by cheque to the order of the registered holder.

214.08.08 MODIFICATIONS PURSUANT TO THE FINANCING OF
BY-LAWS 427-428-429-433

Whereas the Municipality of Morin-Heights proposes to borrow notes for a total amount of \$ 576,000 as per by-laws 427, 428, 429 and 433;

Whereas it then becomes necessary to modify the by-law for which these notes are issued;

It is proposed by Councillor Claude Philippe Lemire
And unanimously resolved:

That the preamble of the present resolution becomes an integral part hereof as if it were reproduced in its entirety.

That these notes will be signed by the Mayor and the Secretary-treasurer.

That these notes will be dated August 20, 2008.

That interests on banknotes will be paid semi-annually.

That these notes, notably the capital, will be reimbursed as follows:

1. \$ 36,700
2. \$ 38,600
3. \$ 40,400
4. \$ 42,400
5. \$ 44,600 (to be paid in 2013)
5. \$ 373,300 (to be renewed)

That in order to carry out this loan, the Municipality must issue notes for a shorter term than the term stipulated in the borrowing by-laws, specifically for a term of:

- 5 years (as of August 20, 2008), with regards to the annual capital amortization stipulated for years 11 and following, instead of the prescribed term for said amortization for the by-law 427, 428, 429 and 433, each subsequent loan must be for the balance or part of the balance due on the loan.

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215.08.08 BALMORAL DRINKING WATER NETWORK

Considering by-law 444 was approved by the Minister of municipal affairs;

It is proposed by Councillor Claude Philippe Lemire
And unanimously resolved:

That the restriction imposed in the 3rd paragraph of council's resolution number 170.06.08 at the time of the granting of the contract is levied and the work may be completed as stipulated in the tender.

216.08.08 CONGRATULATIONS – BLOOD DONOR CLINIC

Considering that the 5th edition of the Morin-Heights' blood donor clinic took place on Monday, August 11th;

Considering 78 donors came to donate blood and the work completed by the volunteers during this day;

That this Council thank the donors, the volunteers, Councillors Mona Wood, Rita O'Donoghue and Mrs. Margaret Johnson, Barbara Trail, Lynn Letourneau and Kim Parker and the firefighters for their contribution to this 5th edition of the Morin-Heights' blood donor clinic.

217.08.08 REGROUPING – GROUP INSURANCE

Considering the Municipality's permanent employees participate in a group insurance program;

Considering the costs of the program are shared 50/50 by the employees and the Municipality;

Considering the increase in premiums over the last few years have prompted the administration to look into new avenues;

Considering the report presented by the Director general;

Considering the Municipality accepts the recommendation made by Groupe financier AGA Inc. to proceed with a request for tenders for its group insurance plan;

Considering that within the regrouping program, the Municipality must delegate one municipality within the group and give it the necessary authority to proceed with tenders by way of a public tender;

It is proposed by Councillor Claude Philippe Lemire
And unanimously resolved:

That the Municipality of Morin-Heights delegate the City of St-Georges and give it the authority to request tenders for group insurance for each of the municipalities forming the Québec-Beauce-Portneuf-Mauricie-Laurentides group and more specifically, through Groupe financier AGA Inc. which acts as consultant, expert in group insurance.

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That the request for tenders reflect the terms of the present group insurance entered into with the municipal employees.

218.08.08 BY-LAW 433 – MODIFICATION TO ARTICLE 3

Considering Council adopted By-law 433 which decrees an expense and an additional loan not exceeding \$ 500,000 in order to complete the upgrading project of the Village drinking water network decreed by by-laws 368 and 392;

Considering the article regarding the grants or contributions allocation must be modified;

It is proposed by Councillor Claude Philippe Lemire
And unanimously resolved:

That Article 3 of by-law 433 be modified and read as follows:

ARTICLE 3

Council allocate to the reduction of the loan decreed by the present by-law, every contribution or grant which may be paid for the payment of part or all of the expense decreed by the present by-law.

Council also allocates, to the payment in whole or in part of the service debt, any grant payable over a few years. The reimbursement term of the loan corresponding to the amount of the grant, will be automatically adjusted at the period fixed for the instalment of the grant when it pertains to the reduction of the term decreed in the present by-law.

MONTHLY REPORT FROM THE DIRECTOR, FIRE DEPARTMENT

The Director general presents Council who acknowledge receipt of the monthly report for the month of July 2008 from the Director of the fire department as well as the list of expenses authorized during the month as per the delegation of competency, by-law 351 and the list of work to be done.

219.08.08 ADOPTION OF BY-LAW 446 REGARDING TRAFFIC

Council members renounce to the reading of By-law 446 and the Director general gives a summary.

It is proposed by Councillor Owen LeGallee
And unanimously resolved:

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That Council adopt By-law 446 as follows:

**BY-LAW 446
WHICH AMENDS BY-LAW 328
REGARDING TRAFFIC AND PARKING**

WHEREAS There is a need to amend by-law 328 amended by by-laws 362, 375, 391, 410, 422, 430 and 438;

WHEREAS A notice of motion was given by Councillor Owen LeGallee with the exemption of its reading at the regular meeting of July 9th, 2008.

CONSEQUENTLY, it is ordained, stated and decreed as follows:

ARTICLE 1 The preamble forms an integral part of the present by-law.

ARTICLE 2 Speed
Annex 7 which refers to Article 33 is modified by Annex «7» of the present by-law, dated of August 13th, 2008, this day which forms an integral part hereof.

ARTICLE 3 Mandatory stops
Annex 8 in which refers to Article 33, is modified by Annex "8" of the present by-law dated December 10, 2007, which forms an integral part hereof.

ARTICLE 4 The present by-law enters into effect as per the Law.

Michel Plante
Mayor

Yves Desmarais
Director general
Secretary-treasurer

**A.M. 08.08.08 NOTICE OF MOTION – BY-LAW 447
REGARDING THE ENFORCEMENT OF BY-LAWS 264,
327, 328, 329, 330, 331 AND 332**

Notice of motion is given by Councillor Owen LeGallee that By-law 447 which amends the article regarding the enforcement of by-laws 328, 329, 330, 331, 332, 358 and 374 in order to authorize the Director, fire department and include him in the municipal officers that are responsible for enforcing by-laws will be presented at a future council meeting.

The draft by-law having been given to Council, the Director general is exempt from its reading.

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**MONTHLY REPORT FROM THE DIRECTOR,
PUBLIC WORKS**

The Director general presents Council who acknowledges receipt of the monthly report from the Director of Public Works department for the month of July 2008 as well as the list of expenses authorized during the month as per the delegation of competency, by-law 351.

220.08.08 CONTRACT – LOADER-BACKHOE

Considering Council has authorized the procedure of a public tenders by resolution 169-06-08 for the purchase of a Caterpillar loader-backhoe, 430E IT RC AC AS and with the following accessory options: hydraulic thumb, vibrating plate and cooler-planisher;

Considering the Municipality has received one offer from Hewitt Équipement Limitée;

Considering the request for tenders includes options pertaining to the extended guarantee and maintenance program;

It is proposed by Councillor Timothy Watchorn
And unanimously resolved:

That Council grant the contract to Hewitt Équipement Limitée and adhere to the Sentinelle maintenance preventative program, as proposed:

DESCRIPTION		PRICE
Chargeuse- rétrocaveuse Caterpillar 430D IT RC AC AS Neuve		118 200,00 \$
Option 1 : Plaque vibrante Caterpillar incluant son montage		8 219,68 \$
Option 2 : Planeur à froid Caterpillar		13 653,80 \$
Option 3 : Pouce hydraulique Caterpillar		4 812,45 \$
Option 4 : Installation accouplement rapide (fourni par la municipalité)		250,00 \$
Sous total		145 135,93 \$
Reprise en échange	Caterpillar 430DITACAS – 2004	(51 377,00 \$)
Sous total		93 758,93 \$
T.P.S.		4 687,95 \$
T.V.Q.		7 383,52 \$
Coût total de l'équipement taxes incluses à financer		105 830,40 \$
Taux d'intérêt %	Coût du financement 48 mois	16 101,79 \$
GRAND TOTAL		121 932,19 \$
Versement mensuel incluant les taxes		1 759,28 \$
Valeur du montant résiduel incluant les taxes		37 486,75 \$
Valeur garantie de la rétrocaveuse à la fin du 48e mois		41 370,00 \$ + taxes
Programme d'entretien préventif incluant une garantie prolongée complète premiers 60 mois ou 7 500 heures (Coût horaire)		5,17 \$/heure
Programme d'entretien préventif incluant une garantie prolongée après 60 mois ou 7 500 heures (Coût horaire)		2,95 \$ /heure

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That Council authorize the Director general to sign the pertinent documents and list this expense on the payments of incompressibles.

MONTHLY REPORT FROM THE DIRECTOR, ENVIRONMENT

The Director general presents to Council, who acknowledge receipt, the monthly report from the Director & Environment Inspector as well as the weekly water flow report for the month of July 2008 as well as the list of expenses authorized during the month, as per the delegation of competency, by-law 351.

221.08.08 BY-LAW 400 AND 444 –BALMORAL DRINKING WATER NETWORK

Considering Council adopted by-laws 400 and 444 which decrees the upgrading of the Domaine Balmoral drinking water network;

Considering that in order to do so, the Municipality must ask for financial assistance within the infrastructures programs;

It is proposed by Councillor Gilles Coutu
And unanimously resolved:

That Council authorize the Director general to do whatever is necessary in this dossier and in particular, authorizes him to ask for financial assistance in Volet 4 of the Canada-Quebec infrastructure program.

That Council give mandate to Équipe Laurence, consultants, to ensure the follow-up of the quality of drinking water network.

MONTHLY REPORT FROM THE DIRECTOR, RECREATION AND CULTURE

The Director general presents Council who acknowledge receipt of the monthly report from the Director for the month of July 2008 as well as the list of expenses authorised during the month as per the delegation of competency, by-law 351.

MONTHLY REPORT FROM THE COUNCILLOR RESPONSIBLE FOR COMMUNITY AFFAIRS

The Director general presents Council who acknowledge receipt of the monthly list of activities and related documents from Mrs. Rita O'Donoghue, Councillor responsible for community services for the month of July 2008.

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222.08.08 ADJUSTMENT - LIFEGUARD

Considering there is a need to adjust Émilie Émond-Marcoux's salary, who is a counsellor at the day camp, when she acts as lifeguard;

Considering the Director, Recreation and culture's recommendation dated July 24th, 2008;

Considering the credits are provided for in the current year's budget;

It is proposed by Councillor Mona Wood
And unanimously resolved:

That Council authorize Émilie Émond-Marcoux's salary adjustment from \$8.50 to 9.75 per hour, when she acts as lifeguard at the day camp, on Tuesdays and Fridays, from 4:15 to 7:00 p.m., weather permitting.

223.08.08 CONGRATULATIONS – ARTS MORIN-HEIGHTS

It is unanimously resolved that Council congratulate Philippe Daigneault and his team of volunteers and all the Arts Morin-Heights's exhibitors for the success of this 25th edition.

224.08.08 BURSARY FOR DAY CAMP TRAINEES

Considering that the Council approved the leadership camp for the summer 2008;

Considering that credit are provided for in the current budget;

Considering that this camp makes it possible to form monitors and thus to ensure the continuity of the day camp;

It is proposed by Councillor Mona Wood
And unanimously resolved:

That this Council accepts the trainees and authorizes the payment of the success bursaries to the camp of leadership for season 2008 to the following people:

Intern name	Bursaries
Mariesoleil Miron-Bonsant	\$ 300
Catie Stewart	\$ 300
Samuel Crochu	\$ 300
Melanie Doyle-Pesant	\$ 300
Paul-Érik Barbeau Thelle	\$ 300

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225.08.08 **AGREEMENT – TENNIS INSTRUCTOR**

Considering that the day camp's activities includes a tennis course;

Considering that a portion of the program is self-financing and consequently, credits are provided for in the budget;

It is proposed by Councillor Mona Wood
And unanimously resolved:

That Council authorize the Secretary-treasurer to sign a contract with Mr. Greg Harmon as a tennis instructor for the amount of \$ 280 for seven lessons as well as four sessions of three hours each for the amount of \$ 480 for a total of \$ 760, as detailed in the document prepared by the Director, Recreation, dated August 1st, 2008, attached herewith.

226.08.08 **CONGRATULATIONS – DRAGON BOATS**

It is unanimously resolved that Council congratulate the Municipality of Morin-Heights team who made us all proud at the Fondation médicale des Laurentides' Dragon boat races held in Saint-Adolphe-d'Howard on Saturday, August 9th :

Mrs. Kim Parker, team captain, Miss Aeron MacHattie, drummer : M. Hans Wiemer, trainer, and the rowers: mesdames Anita Stranzl, Natasha Caron, Julie Cartier, Anne Harney Daniella Bon-Miller, Cynthia Dawson, Alita Durant, Norma Davis, Heather Ogilvie, Dena Gill, Ilona Robillard and Mr. Brian Gill, Carl Bertrand, James Jackson, Brian Morin, Regan Moran, Paul Brown, Michel Plante, Lou Aiello, Nelson Davis and Brian Norris.

227.08.08 **AGREEMENT – CHRIS SCHLACHTER**

Considering the Recreation and culture department must prepare a list of annual priority work to be done this fall for the cross-country ski crew;

Considering the credits are available in the cross-country ski budget;

Considering the report prepared by the Director, Recreation and culture, dated August 1st, 2008;

It is proposed by Councillor Mona Wood
And unanimously resolved:

That an agreement be entered into with Mr. Chris Schlachter and the Municipality in order for him to prepare an annual list of priorities for the Fall at the hourly rate of \$ 16 per hour for a maximum of 120 hours.

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228.08.08 CULTURAL DAY

Considering the Journée de la culture's activities are planned for September 27th, 2008;

Considering the report prepared by the Director, Recreation and culture dated August 5th, 2008;

It is proposed by Councillor Mona Wood
And unanimously resolved:

That Council authorize the budget of \$ 1,000 which remains unused from the Shakespeare in the park budget.

QUESTION PERIOD

Council answers questions asked by the public.

229.08.08 END OF THE MEETING

It is proposed by Councillor Mona Wood

That this meeting end, it is 9:00 p.m.

Michel Plante
Mayor

Yves Desmarais
Director General /
Secretary-treasurer

Five people attended the meeting.