

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, December 10th, 2008 at which were present Councillors Mona Wood, Rita O'Donoghue, Timothy Watchorn, Gilles Coutu, Owen LeGallee and Claude P. Lemire forming quorum under the chairmanship of Mayor Michel Plante.

The Director General, Yves Desmarais, is present.

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

314.12.08 ADOPTION OF THE AGENDA

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

That Council adopt the agenda as presented by the Director general with the following additions:

- 9.1 Maintenance of the mailboxes
- 9.2 Congratulations to the newly elected

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 3 **Correspondence**
- 3 3 1 Press Release – Cuisine Spontanée
- 3 3 2 UMQ : 2008 President's tour
- 3 3 3 Palliaco des Sommets Foundation : request for grant
- 3 3 4 Quebec Earth Day : Ecomunicipality Program
- 3 3 5 Morin-Heights Elementary School: workshop
- 3 3 6 MRC des Pays-d'en-Haut : Support program for initiatives aimed at the respect of seniors
- 3 3 7 Société de l'assurance automobile du Québec : new rates
- 3 3 8 Town of Sainte-Adèle : closing of Aubry road
- 3 3 9 Letter to L. Bracken, Sir Wilfrid Laurier SB : donation to Campbell fund
- 3 3 10 Jewish general hospital foundation : Governor's circle
- 3 3 11 T. Korvemaker : Miller Excavation
- 3 3 12 Notice to Lac Théodore residents
- 3 3 13 Minister of employment and social and solidarity: Quebec-Volunteer tribute prize
- 3 3 14 MRC des Pays d'en-Haut : compilation of results
- 3 3 15 UMQ : Invitation to the Mérite Ovation municipal

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3	3	16	Équipe Laurence : Attestation of conformity – Village aqueduct
3	3	17	Letter to Me Cardin – Dossier Banfield
3	3	18	UMQ : Invitation
3	3	19	M. Gillingham : request for the installation of a bench
3	3	20	Tricentris : 2008 contribution
3	3	21	Recyc-Québec : technical files
3	3	22	PFD : The Law Column
3	3	23	MDDEP Christieville Dam
3	4		Personnel
3	4	1	
3	5		Resolution
3	5	1	List of those indebted to the Municipality
3	5	2	Adjudication of the issuance of banknotes
3	5	3	Modifications pursuant to the financing of by-laws 356 and 400
3	5	4	Balancing of the role
3	5	5	Corrections to minutes
3	6		Regulations
3	6	1	
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	
5			PUBLIC WORKS
5	1		Monthly report from the Director
5	2		Personnel
5	2	1	
5	3		Resolution
5	3	1	Construction of infrastructures policy
5	4		Regulations
5	4	1	
6			ENVIRONMENT
6	1		Monthly report from the Director
6	2		Personnel
6	2	1	
6	3		Resolution
6	3	1	Final completion of work – Lac Echo road
6	3	2	Christieville dam
6	3	3	Progressive payment number 3
6	4		Regulations
6	4	1	
7			URBANISM AND LAND DEVELOPMENT PLANNING
7	1		Monthly report from the Director
7	1	2	Minutes of the Planning advisory committee meeting
7	2		Personnel
7	3		Resolution
7	3	1	PIIA – 117, Watchorn road
7	3	2	Minor derogation : 49, Husky road
7	3	3	Minor derogation : Lot 3 737 718
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 in charge of community business
8	3		Personnel
8	3	1	Renewal of the contract with the Library's coordinator
8	3	2	Cross-country ski patrollers

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8	4	Resolution	
8	4	1	Maintenance contract for the cross-country ski crossings
8	4	2	Supervision of the skating rinks
8	4	3	
9			New Business
10			Question period
11			End of the meeting

315.12.08 APPROVAL OF THE MINUTES

The minutes of the regular meeting of November 12th, 2008 were given to members of Council, by 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 November 12th, 2008.

316.12.08 EXPENSE STATEMENT

The lists of accounts payable and accounts paid during the month of November 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:

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

	Total
November 1st to 30th , 2008	
Accounts to be paid	\$ 264,955.83
Accounts paid in advance	\$ 240,668.25
Total purchases	\$ 505,624.08
Direct bank payments for the previous month	\$ 17,275.39
Total expenses	\$ 522,899.47
Net salaries	\$ 80,141.74
<u>GRAND TOTAL</u>	<u>\$ 603,041.21</u>

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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.

CORRESPONDENCE

The Director general reviews the correspondence for the month of November 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.

317.12.08 LIST OF THOSE ENDEBTED TO THE MUNICIPALITY

In accordance to the specifications of Article 1022 of the Municipal Code, the Director general presents to Council the list of those indebted to the Municipality to October 31st, 2008;

Considering that Council studied the contents of the dossier;

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

That Council authorize the Director general to send all dossiers of those indebted to the Municipality to collection whose accounts could be prescribed to the MRC Les Pays-d'en-Haut for collection and, if applicable, for the properties to be sold for non-payment of taxes.

That a last notice for payment before January 16th, 2009 be sent to the property owners before sending the dossier for collection.

That a reminder be sent to all property owners whose account shows an unpaid balance exceeding \$ 50.

That the Director general be authorized to bid for and in the name of the Municipality at the time of the auction sale.

318.12.08 ADJUDICATION OF THE ISSUANCE OF BANKNOTES

Considering that the Municipality has proceeded with a public request for tenders for the financing of by-laws 356 – Purchase of the property located at 817, Village and 400 – municipalisation of the Domaine Balmoral drinking water network;

Considering that the Municipality has received the following offers:

1. Financière Banque Nationale Inc.
Price : 98,08700
True cost : 5,15648 %

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2. Caisse Desjardins de la Vallée de St-Sauveur
Price : 100,00000
True cost : 5,45000 %

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 \$ 320,000 by notes as per by-laws 356 and 400 at the price of 98,08700 due in a 5 year series as follows:

\$ 19,800	3,25000%	December 17 th , 2009
\$ 20,600	3,40000%	December 17 th , 2010
\$ 21,700	4,00000%	December 17 th , 2011
\$ 22,700	4,25000%	December 17 th , 2012
\$ 235,200	4,80000%	December 17 th , 2013

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

319.12.08 MODIFICATIONS PURSUANT TO THE FINANCING OF BY-LAWS 356 AND 400

Whereas the Municipality of Morin-Heights proposes to borrow notes for a total amount of \$ 320,000 as per the following borrowing by-laws 356 and the amounts indicated for each of them;

Borrowing by-law	For an amount of \$
356	\$ 35 000
400	\$ 285 000

Whereas it then becomes necessary to modify these by-laws 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 December 17th, 2008.

That interests on banknotes will be paid semi-annually.

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

1. \$ 19,800
2. \$ 20,600
3. \$ 21,700
4. \$ 22,700
5. \$ 23,800 (to be paid in 2013)
5. \$ 211,400 (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:

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- 5 years (as of December 17th, 2008), with regards to the annual capital amortization stipulated for years 6 and following, instead of the prescribed term for said amortization for the by-law 400, each subsequent loan must be for the balance or part of the balance due on the loan.

320.12.08 BALANCING OF THE ROLL

Considering the triennial valuation role expires in 2010;

Considering that to be fair, it would be beneficial for the roll to be balanced for the years 2010, 2011 and 2012;

Considering the proposal received by Groupe Évimbec, which is attached herewith;

It is proposed by Claude Philippe Lemire
And unanimously resolved:

That Council notify the MRC des Pays-d'en-Haut that the Municipality accepts Groupe Évimbec's proposal for the balancing of the role.

That, consequently, Council authorizes the expense which will be amortized during the duration of the valuation role.

321.12.08 CORRECTIONS TO THE MINUTES

Considering there is a need to make corrections to resolutions 158.06.07, 49.03.07, 273.10.07, 312.11.07, 235.09.08, and to notice of motion no. 18.09.07;

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

That Council approve the modifications which were made to the minutes.

MONTHLY REPORT FROM THE DIRECTOR, FIRE DEPARTMENT

The Director general presents Council who acknowledge receipt of the monthly report for the month of November 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.

MONTHLY REPORT FROM THE DIRECTOR, PUBLIC WORKS

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

The development plan for the village core's parking are is presented.

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322.12.08 CONSTRUCTION OF INFRASTRUCTURES POLICY

Considering the Director general presents Council the list of modifications brought to the last version of the Construction of infrastructures Policy which was adopted in August 2008;

It is proposed by Councillor Timothy Watchorn
And unanimously resolved:

That Council approve the December 2008 version of the presented Construction of infrastructures Policy which replaces in every right, the provisions of the previous policies.

**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 November 2008 as well as the list of expenses authorized during the month, as per the delegation of competency, by-law 351.

323.12.08 FINAL COMPLETION OF WORK – LAC ECHO ROAD

Considering the repairs to Lac Echo road drinking water conduit were completed by the company Bernard Sauvé Excavation Inc. as per By-law 421;

Considering the dossier's engineers, Équipe Laurence, consultants, recommend the payment of the amount withheld and final completion of work in their letter dated December 1st, 2008;

It is proposed by Councillor Timothy Watchorn
And unanimously resolved:

That Council recognize the engineers recommendation in this dossier and authorizes the payment of the 5% withheld which represents the amount of \$ 37,267.58 to Bernard Sauvé Excavation Inc.

324.12.08 CHRISTIEVILLE DAM

The Director general informs Council that the Minister of sustainable development, environment and parks has asked that the property owners accept, by petition, the reconstruction project of the Christieville dam and release the Government and the Municipality from any responsibilities with regards to the risk of flooding, before submitting the dossier to the Council of ministers in order to obtain the Government's decree;

The Director presents Council with an estimate of costs of the project, updated pursuant to the approval of the plans by Management.

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325.12.08 PROGRESSIVE PAYMENT NUMBER 3 – BALMORAL NETWORK

Considering the work done to the Balmoral drinking water network was decreed by by-laws 400 and 444;

Considering the contract was granted to Nordmec Construction Inc.;

Considering the recommendation for payment number 3 prepared by Équipe Laurence, consultants, dated November 27th, 2008;

It is proposed by Councillor Timothy Watchorn
And unanimously resolved:

That Council authorize payment in the amount of \$ 51,330.36, including taxes.

MONTHLY REPORT FROM THE DIRECTOR,
URBANISM

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

326.12.08 MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING

The Director General presents the minutes of the Planning Advisory committee meeting of November 18th, 2008;

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

That Council accept the minutes of the meeting of November 18th, 2008 and makes the pertinent recommendations.

327.12.08 PIIA – 171, WATCHORN ROAD

Considering the Urbanism Department has received a permit request in order to elevate the existing roof and to make an extension to part of the house for the property located at 171, Watchorn road, within zone 43;

Considering this property is submitted to the Site Planning and Architectural Integration Program;

Considering this request was studied by the Planning Advisory Committee and that the Committee is favourable to the application submitted by resolution 46.11.08;

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

That Council recognize the Planning Advisory Committee's recommendations and authorize the Building inspector to issue the construction permit as per certain conditions for the building located at 171, Watchorn road on lot 3 735 476, cadastre of Quebec, as per the description of the work and the Committee's recommendations.

328.12.08 **MINOR DEROGATION – 49, HUSKY**

- The president of the assembly opens the consultation meeting regarding the minor derogation at 7:55 p.m.;
- The president of the assembly reads the proposal and explains the requested derogation.
- The president of the assembly invites anyone interested who were duly convened to this meeting by public notice dated November 21st, 2008 to be heard in this dossier.

Council proceeds with the adoption of the following resolution:

Considering Council has received a request for minor derogation aimed at reducing the lateral set-back for an extension built on the main building in 1986 for the property located on lot 3 736 107, cadastre of Quebec;

Considering the request is aimed at the property located at 49, Husky road, within zone 7;

Considering this request was studied by the Planning Advisory committee who recommend to Council the approval of the derogation by resolution 47.11.08;

Considering that according the Urbanism and development Act, those interested were invited by public notice to be heard at this consultation;

Consequently,

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

That Council grant the minor derogation as presented by the applicant, specifically, to reduce the lateral set-back from 4,5 meters to 3,67 meters from the main building located at 49, Husky, as shown on the plan attached to the certificate of location signed by Richard Barry, surveyor, minutes 4268.

329.12.08 **MINOR DEROGATION: LOT 3 737 718**

- The president of the assembly opens the consultation meeting regarding the minor derogation at 7:57 p.m.;
- The president of the assembly reads the proposal and explains the requested derogation.

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- The president of the assembly invites anyone interested who were duly convened to this meeting by public notice dated November 21st, 2008 to be heard in this dossier.

Council proceeds with the adoption of the following resolution:

Considering Council has received a request for minor derogation to the Parcelling by-law for the reduction of the minimal frontage for the property located on lot 3 737 718, cadastre of Quebec;

Considering the request is aimed at the vacant lot located within zone 3;

Considering this request was studied by the Planning Advisory committee who recommend to Council the approval of the derogation by resolution 45.11.08;

Considering that according the Urbanism and development Act, those interested were invited by public notice to be heard at this consultation;

Consequently,

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

That Council grant the minor derogation as presented by the applicant, specifically, to reduce the minimal frontage from 25 meters to 8.13 meters of a new lot to be built, number 3 737 718, Cadastre of Quebec, as shown on the cadastral operation plan and the plan prepared Lucien Corbeil, surveyor, minutes 4235.

MONTHLY REPORT FROM THE DIRECTOR, RECREATION AND CULTURE

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

330.12.08 RENEWAL OF THE CONTRACT WITH THE LIBRARY'S COORDINATOR

Considering Council's decision to renew the agreement entered into in 2008 with regards to the library coordinator, Mrs. Audrey Gibeault;

Considering the Director, Recreation and culture's recommendation dated November 25th, 2008;

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

That Council accept the terms of the agreement attached herewith and authorizes the Director general to sign said document.

That Council express its appreciation for Mrs. Gibeault's devotion and the work that she has accomplished.

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331.12.08 CROSS- COUNTRY SKI PATROLLER

Considering the Municipality manages the cross-country ski network and the aerobic corridor;

Considering the Director, Recreation and culture has presented Council with a job description regarding these positions dated December 3rd, 2008;

Considering these credits are available in the 2008-2009 operations budget;

It is proposed by Councillor Mona Wood
And unanimously resolved:

That Council authorize the hiring of the following employees:

Names	Schedule (hours/week)	Rate
Sylvie Bouffard	17 hours (Wednesday & weekends)	\$ 10,25
Tara Kirkpatrick	7 hours (Sunday)	\$10,00
Marc Genier	11 hours (Weekends)	\$ 9,75
Olivia Bouffard Nesbitt	10 hours (Weekends-when available)	\$ 9,25

**332.12.08 MAINTENANCE CONTRACT FOR THE CROSS
-COUNTRY SKI CROSSINGS**

Considering the snow removal at the cross-country ski crossings must be entrusted to a private company for efficiency reasons;

Considering the Municipality has received the following offers:

Déneigement Carruthers \$ 1,442.23
Construction Stewart \$ 2,438.10

It is proposed by Councillor Mona Wood
And unanimously resolved:

That Council grant the snow removal contract for the cross-country ski crossings for the 2008-2009 winter to Construction Carruthers for a total of \$ 1,422.23, including taxes.

That the Director general be authorized to sign the service agreement for which he is authorized to make the payment as per the terms of the document for which a copy is attached herewith forming an integral part hereof.

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333.12.08 SUPERVISION OF THE SKATING RINK

Considering Council needs to approve the terms of the contract for the supervision of the skating rinks and chalet;

Considering the funds are provided for in the operations budget;

It is proposed by Councillor Mona Wood
And unanimously resolved:

That Council approve the terms of the contract for the supervision of the skating rinks and of the chalet which is attached herewith forming an integral part hereof for the 2008-2009 season.

That the Director general be authorized to sign the contract with Mr. Barry Graham for the supervision from Sunday to Wednesday as well as during the period described in the contract for the amount of \$ 4,352.

That the Director general be authorized to sign the contract with Mr. Louis Lalancette for the supervision from Thursday to Saturday as well as during the period described in the contract for the amount of \$ 3,300.

That the Mayor and Director general be authorized to make the payments as per the contact.

334.12.08 BOÎTES POSTALES

Considering many citizens have notified Council of their dissatisfaction and in certain cases, of their dismay with being unable to retrieve their mail over the past few days;

Considering the quality of the snow removal around the post office boxes has been a recurrent problem over the last few years;

It is unanimously resolved:

That Council ask Canada Post to take the appropriate measures in order for the snow removal of post office boxes to be done on a regular basis as it should be done.

That Council inform Canada Post that the Municipality will take the necessary measures in order for the sites to be maintained properly, at Canada Post's costs, should they fail to do the necessary work before Monday, December 15th.

That copies of this resolution be forwarded to those concerned.

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335.12.08 CONGRATULATIONS TO THE NEWLY ELECTED

Considering the elections of December 8th;

It is unanimously resolved:

That Council congratulate and thank the candidates for their devotion and interest shown to the region's citizens;

That Council offer its best wishes to those elected:

Mr. David Whissell, Argenteuil county
Mr. Claude Cousineau, Bertrand county
Mr. Gilles Robert, Prévost county

That Council congratulate all candidates:

Mr. Loic Kauffeisen, Michael Perzow, Claude Sabourin and John Saywell,
in the Argenteuil district;

Mrs. Diane Bellemar, Michelle Déry, Mylène Jaccoud and Isabelle Lord,
in the Bertrand district;

Mrs. Lise Boivin and Mr. Bernard Anton, Martin Camirand and Jacques Gariépy,
Prévost district.

NEW BUSINESS

QUESTION PERIOD

Council answers questions asked by the public.

336.12.08 END OF THE MEETING

The agenda having been exhausted, the meeting ends at 8:11 p.m.

Michel Plante
Mayor

Yves Desmarais
Director General /
Secretary-treasurer

Three people attended the meeting.