

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 12th, 2012 at which were present Councillors Mona Wood, Leigh MacLeod, Jean Dutil, Jean-Pierre Dorais and Claude P. Lemire forming quorum under the chairmanship of Mayor Timothy Watchorn.

The Director general, Yves Desmarais, is present.

Councillor Peter MacLaurin is absent.

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

251.12.12 ADOPTION OF THE AGENDA

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

That Council adopt the agenda as presented by Director general with the withdrawal of article 5.3.2.

3			ADMINISTRATION
3	1	1	Approval of the minutes
3	2		Finances
3	2	1	Expense statement
3	2	2	Statement of financial activities to November 30th, 2012
3	2	3	List of those indebted to the Municipality
3	3		Correspondence
3	4		Personnel
3	4	1	Notice of presentation of the elected representative's pecuniary interests
3	4	2	Nomination of substitute mayors
3	4	3	2012 declaration register
3	5		Resolution
3	5	1	2013 council meeting schedule
3	5	2	Contract - rental of photocopiers
3	6		Regulations
3	6	1	
4			PUBLIC SAFETY
4	1	1	Monthly report from the Director
4	1	2	
4	2		Personnel
4	2	1	Policy regarding working conditions for the fire department personnel and first responders
4	3		Resolution
4	3	1	Assistance service
4	3	2	Dog control services
4	4		Regulations
4	4	1	Notice of motion - SQ 05-2012-1
4	4	2	Notice of motion - SQ 02-2012-02
5			PUBLIC WORKS
5	1		Monthly report from the Director

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5	2	Personnel
5	2	1
5	3	Resolution
5	3	1 Acceptance - Doral area
5	4	Regulations
5	4	1
6		ENVIRONMENT & PARKS
6	1	Monthly report from the Director
6	2	Personnel
6	2	1
6	3	Resolution
6	3	1 Infringement notices - emptying of septic systems
6	4	Regulations
6	4	1
7		URBANISM AND LAND DEVELOPMENT PLANNING
7	1	Monthly report from the Director
7	1	2
7	2	Personnel
7	2	1
7	3	Resolution
7	3	1
7	4	Regulations
7	4	1
8		RECREATION DEPARTMENT
8	1	1 Monthly report from the Director
8	1	2
8	2	Personnel
8	2	1
8	3	Resolution
8	3	1 Tour du courage
8	3	2 Figure skating program
8	3	3 2013 Morin-Heights Viking loppet
9		New Business
10		Question period
11		End of the meeting

252.12.12 APPROVAL OF THE MINUTES

The minutes of the regular meeting of November 14th, 2012 were given to members of Council, by means of the electronic assembly file folder.

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

That Council adopt the minutes of the regular meeting of November 14th, 2012.

253.12.12 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of November 2012 was 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 P. Lemire
And unanimously resolved by all councillors:

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

November 1st to 30th, 2012	
Accounts to be paid	\$ 216,609.48
Accounts paid in advance	\$ 247,037.93
Total purchases	\$ 463,647.41
Direct bank payments for the month	\$ 3,693.58
Total expenses	\$ 467,340.99
Net salaries	\$ 131,904.78
<u>GRAND TOTAL</u>	<u>\$ 599,245.77</u>

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

STATEMENT OF FINANCIAL ACTIVITIES TO NOVEMBER 30TH, 2012

The Director general presents Council, who acknowledge receipt of the statement of financial activities to November 30th, 2012.

254.12.12 LIST OF THOSE INDEBTED 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 November 30th, 2012;

Considering that Council studied the contents of the dossier;

Considering that a final notice for payment before January 30th, 2013 be sent to the property owners before sending the dossier for collection;

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

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

CORRESPONDENCE

The Director general reviews the correspondence for the month of November 2012. Council acknowledges receipt of the letters presented to its members by means of the electronic assembly. The Director General will take action and follow up.

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Correspondence received

- 1 MAMROT: Approval of by-law 500
- 2 C. Champagne: dog park
- 3 Garde manger des Pays-d'en-Haut: food drive
- 4 SADC des Laurentides: infoletter
- 5 A. Lavallée: 153, Jackson - entrance
- 6 D. Bissonnette: speed on Watchorn road
- 7 FADOQ - invitation to press conference
- 8 S.Chepurniy: dogs
- 9 FQM: course calendar
- 10 Régie des alcools, des courses et jeux: permit request - Restaurant O'Petit
- 11 Fondation La Traversée Maison de soins palliatifs: invitation
- 12 L'Ombre-Elle: request for financing
- 13 Fondation médicale: president's supper
- 14 Route des Arts: 2013 Edition
- 15 Centre d'Expertise hydrique: Lawken lake dam
- 16 Union des municipalités du Québec: invitation for membership
- 17 Citoyenneté et immigration Canada: Paul Yuzyk prize
- 18 FCM: request for membership
- 19 Fondation médicale: défi gourmand
- 20 A. Lavallée, J. Perreault: 153, Jackson
- 21 Loisirs Laurentides: December 2012 bulletin
- 22 Tricentris: GST billing
- 23 Régie des alcools, des courses et jeux: permit request - Restaurant Le Champagne

Correspondence sent

- A Marché Vaillancourt: safety
- B MDDEP: work on Village road
- C G. Basler: waterline - trailer park
- D Tender - architect - Bellevue chalet
- E Tender - backhoe
- F Tender - engineers - By-law 500
- G MRC - aerobic corridor

NOTICE OF PRESENTATION OF THE ELECTED REPRESENTATIVES'S PECUNIARY INTERESTS

Notice is given by the Director general that all Council members have presented their declaration of pecuniary interests in accordance to the provisions of the Referendums and elections in municipalities Act for 2013.

255.12.12 NOMINATION OF SUBSTITUTE MAYORS

Considering that in accordance with the Municipal Code, an Acting Mayor should be nominated in order to carry on duties for the Municipality in absence of the Mayor;

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

That this Council nominate the following Councillors as substitute mayor, for a period of three months each:

Date	Name
January 1st – March 31st, 2013	Leigh MacLeod
April 1st – June 30th, 2011	Jean Dutil
July 1st – September 30th, 2013	Jean-Pierre Dorais
October 1st – December 31st 2013	Claude P. Lemire

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That Council authorize that the quarterly payments of the professional fees for substitute mayor be paid once per year, around December 15th.

256.12.12 2012 DECLARATION REGISTER

In accordance to the provisions of the Ethics and good conduct within municipal matters (L.R.Q. E-15.1.0.1), the Director general presents Council with an excerpt with a declarations register done by a council member during 2012 when there is a donation, a sign of hospitality or any other advantage which is not purely private, as established in the Morin-Heights ethics and good conduct code for elected representatives.

257.12.12 2013 COUNCIL MEETING SCHEDULE

Considering Article 148 of the *Quebec Municipal Code* stipulates, at the beginning of each civil year, Council must establish the calendar of its regular sittings for the year, by setting the date and time for each sitting;

Consequently,

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

That the following calendar be adopted with regards to the holding of the municipal council's regular sittings for 2013 which will be held on Wednesday and will begin at 7:30 p.m.:

January 9	February 13
March 13	April 10
May 8	June 12
July 10	August 14
September 11	October 2 * Election year
November 13	December 11

That a public notice with the contents of the following calendar be published by the Director general and Secretary-treasurer, in accordance to the Act which regulates the Municipality.

258.12.12 CONTRACT - RENTAL OF PHOTOCOPIERS

Considering the administration has proceeded with a public tender for the rental of photocopiers;

Considering the following companies were invited to present a quote:

Juteau Ruel Inc.
Groupe GDP Inc.
Fournitures de bureau Denis

Considering the Municipality has received the following offers:

NOM	PRIX
Juteau Ruel	\$ 39 951,23
Groupe GDP INC.	\$ 36 822,00

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

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That Council grant the contract for the rental of photocopiers, as described in the tender to the lowest bidder in conformity, Groupe GDP for an amount of \$ 36,822 for a period of 60 months.

That Council authorize the Director general to sign the pertinent documents for the purchase.

MONTHLY REPORT FROM THE DIRECTOR, SERVICE DE SÉCURITÉ INCENDIE

The Director general presents Council who acknowledges receipt of the monthly report for the month of November 2012, as well as the list of expenses authorized during the month as per the delegation of competency, by-law 351.

259.12.12 POLICY REGARDING WORKING CONDITIONS FOR THE FIRE DEPARTMENT PERSONNEL AND FIRST RESPONDERS

Considering the Municipality must modify the policy regarding working conditions for the fire department personnel and first responders;

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

That Council adopt the policy regarding working conditions for the fire department personnel and first responders which is attached herewith forming an integral part hereof.

260.12.12 ASSISTANCE SERVICE

Considering the municipalities of the MRC des Pays-d'en-Haut have agreed to establish automatic assistance in order to respect the guidelines of the schéma de couverture de risque;

Considering this decision aims at compensating for the lack of manpower which municipalities have to deal with;

Considering the hiring of a firefighter by more than one municipality goes against this objective;

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

That Council state that a member of the Fire department, with the exception of a fire prevention technician cannot join another municipality of the MRC or adjacent municipality's fire department.

That Council invite the MRC municipalities council to take similar appropriate measures in order to avoid a reduction in manpower.

That Council ask the MRC municipalities council of mayors to verify that the MRC public security committee ensures a better coordination of manpower in order to comply with the commitments of the risk development plan.

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261.12.12 DOG CONTROL SERVICES

Considering the SPCA presented an offer for services dated November 19th, 2012 for dog control services;

It is proposed by councillor Jean Dutil
And unanimously resolved by all councillors;

That Council grant the contract for 2013 to Société pour la prévention de la cruauté envers les animaux (SPCA) for a fixed rate of \$ 1,570 per month and approve the cost for additional services which may be invoiced.

A.M. 12.12.12 NOTICE OF MOTION SQ 05-2012-01

Notice of motion is given with the exemption of its reading by councillor Jean-Pierre Dorais that by-law SQ 05-2012-1 regarding cleanliness, safety, peace and order on public roads, areas and in parks will be presented at a future meeting.

A.M. 13.12.12 NOTICE OF MOTION SQ 02-2012-02

Notice of motion is given with the exemption of its reading by councillor Jean-Pierre Dorais that by-law SQ 02-2012-02 regarding alarm systems will be presented at a future meeting.

MONTHLY REPORT FROM THE DIRECTOR, PUBLIC WORKS

The Director general presents Council who acknowledges receipt of the monthly report as well as the list of daily calls 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.

262.12.12 ACCEPTANCE - DORAL AREA

Considering the work done by the firm ABC Rive-Nord as per by-law 476-2011;

Considering the recommendation for temporary acceptance of the work signed by Paul Mondor, technician for the firm Équipe Laurence, consultants, approved by Council by resolution 264.11.11;

Considering the final work acceptance recommendation signed by Paul Mondor, technician at Équipe Laurence, consultants dated November 22nd, 2011;

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

That council approve the final acceptance of the work and authorize payment of the amount withheld or the reimbursement of the security deposit.

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MONTHLY REPORT FROM THE DIRECTOR, ENVIRONMENT & PARKS DEPARTMENT

The Director general presents to Council, who acknowledge receipt, the monthly report from the Director, service de l'environnement et des parcs.

263.12.12 INFRINGEMENT NOTICES - EMPTYING OF SEPTIC SYSTEMS

Considering that numerous times, the Municipality has requested that citizens have their septic tanks emptied and provide the Municipality with a receipt;

Considering that many citizens have not yet complied;

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

That Council authorize the issuance of infringement notices to the citizens that have not yet provided a receipt for the emptying of their septic tank.

MONTHLY REPORT FROM THE DIRECTOR, URBANISM AND LAND PLANNING DEPARTMENT

The Director general presents Council who acknowledge receipt of the monthly report for November 2012 from the Director of the Urbanism.

MONTHLY REPORT FROM THE DIRECTOR, SERVICE DES LOISIRS

The Director general presents Council, who acknowledge receipt, of the monthly report along with the list of expenses authorized during the month of November 2012 as per the delegation of competency.

264.12.12 TOUR DU COURAGE

Considering the request presented by the organization Procure for the holding of their event, Tour du courage on June 15th, 2013;

Considering the organizers are responsible for obtaining the proper authorization from the Minister of transport and the Sûreté du Québec;

Considering the organizers have met with the majority of property owners in Domaine Val des Cèdres in order to inform them;

Considering this activity has no budgetary impact for the Municipality;

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

That Council authorize the holding of the event on, rues Bennett et Val des Cèdres.

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That Council notify the organizers that they are responsible for gathering volunteers and the necessary personnel in order for this activity to be held safely.

265.12.12 FIGURE SKATING PROGRAM

Considering the report prepared by the Director, Service des loisirs;

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

That Council approve the self-financed figure skating program

That Council authorize the Director general to sign an agreement for the maximum amount of \$ 1,000 with Mrs. Stéphanie Morissette.

266.12.12 2013 MORIN-HEIGHTS VIKING LOPPET

Considering that the Municipality is host of the Viking loppet which will be held next February 24th ;

Considering that 500 skiers will be participating in this event;

Considering that Council the logistics surrounding this event;

It is proposed by councillor Mona Wood
And unanimously resolved by all councillors:

That Council ask the Ministère des transports' authorization to cover the route 329 with snow and close it sporadically in order to allow the skiers to cross vis-à-vis the aerobic corridor and vis-à-vis Allen road between 10:30 a.m. and 3:00 p.m..

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

That Council authorize parking on Campbell, Mountain View and Glen roads on February 24th, 2013.

That Council notify the Municipality's insurers that, on this day, the elementary school's property as well as private properties surrounding the school will be used and that more than 125 volunteers will be guiding skiers.

NEW BUSINESS

QUESTION PERIOD

Council answers questions asked by the public.

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267.12.12 ADJOURNMENT OF THE MEETING

It is proposed by councillor Leigh MacLeod

That this meeting end at 8:30 p.m.

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

Timothy Watchorn
Mayor

Yves Desmarais
Director general
Secretary-treasurer

Eleven people attended the meeting.