

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

The Director general, Yves Desmarais, is present.

Councillor Claude P. Lemire is absent.

At 7:33 p.m., the Mayor states quorum, welcomes the public and Council deliberates on the following dossiers.

173.09.12 ADOPTION OF THE AGENDA

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

That Council adopt the agenda as presented by Director general.

3			ADMINISTRATION
3	1	1	Approval of the minutes
3	1	2	
3	2		Finances
3	2	1	Expense statement
3	2	2	Statement of financial activities to August 31st, 2012
3	3		Correspondence
3	4		Personnel
3	4	1	
3	5		Resolution
3	5	1	Public utility servitude - 28, Feux Follets
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	Nomination of eligible lieutenants
4	3		Resolution
4	3	1	Computerized calling system
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

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5	4	Regulations
5	4	1 By-law 500-2012 - Infrastructure and paving work - Domaine Balmoral
6		ENVIRONMENT & PARKS
6	1	Monthly report from the Director
6	2	Personnel
6	2	1
6	3	Resolution
6	3	1 Contract - Phase II - Lummis park
6	3	2 CLD des Pays-d'en-Haut - development of the forestry resource program - Part II
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	2	1
7	3	Resolution
7	3	1 Minor derogation - 601, Route 364
7	3	2 Minor derogation - 1171, Village road
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	Résolution
8	3	1 Thanks Seniors party
8	3	2 Congratulations Dragon boat team
8	3	3 Thanks Héma Québec blood donor clinic
8	3	4 Thanks golf tournament
8	3	5 Hall rental policy
9		New Business
10		Question period
11		End of the meeting

174.09.12 APPROVAL OF THE MINUTES

The minutes of the regular meeting of August 8th, 2012 and of the adjournment meeting of August 15th, 2012 were given to members of Council, by means of the electronic assembly file folder.

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

That Council adopt the minutes of the regular meeting of August 8th, 2012 and of the adjournment meeting of August 15th, 2012.

175.09.12 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of August 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 Jean Dutil
And unanimously resolved by all councillors:

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

August 1st to 31st, 2012	
Accounts to be paid	\$ 84,595.98
Accounts paid in advance	\$ 350,066.04
Total purchases	\$ 434,662.02
Direct bank payments for the month	\$ 5,981.98
Total expenses	\$ 440,644.00
Net salaries	\$ 93,454.74
<u>GRAND TOTAL</u>	<u>\$ 534,098.74</u>

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

STATEMENT OF FINANCIAL ACTIVITIES TO AUGUST 31ST, 2012

The Director general presents Council, who acknowledge receipt of the statement of financial activities to August 31st, 2012.

CORRESPONDENCE

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

Correspondence received

- 1 Loisirs Laurentides: bulletin
- 2 Justice Canada - sale of properties
- 3 Mutuelle de prévention - evaluation report
- 4 4 Korners
- 5 Bell Canada - citizens' needs
- 6 MRC des Pays-d'en-Haut: by-laws 256-2011 and 259-2012
- 7 Garde-manger des Pays-d'en-Haut: thanks
- 8 Carrefour Jeunesse-emploi: flyers
- 9 CAPTCHPL: services offered
- 10 G. Larin: construction of a dock
- 11 D. Garayt: thanks for breakfast program
- 12 Cedars Cansupport: thanks for donation
- 13 Association québécoise du loisir municipal: Recreation and sports in Quebec
- 14 MRC des Pays-d'en-Haut: presentation of new roles
- 15 MDDEP: authorization certificate
- 16 MSSI: work on Village road
- 17 Héma Québec: thanks
- 18 MDDEP: non-conformity notice
- 19 Laurentides économique: bulletin
- 20 MDDEP: redistribution program
- 21 Support for courses

Correspondence sent

- A Letter - Ski Morin Heights drinking water - correction
- B CNA Canada - conduite break
- C R. Richer - thanks
- D Bell Canada - network development
- E Cogeco cable - network development
- F L. Larin - construction permit
- G D. Tremblay: Ski Morin Heights drinking water network
- H A. Major: work on Rang 4
- I C. Drainville - Lac Alpino dam
- J Cogeco - service throughout the territory

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K E. Reigle - property transfer
L S. Voyer - request for signs
M Petition: Lac Peter
N Petition: Legault road
O RCI Environnement: contract
P F. Perdomo: streetlight
Q S. Patry: signs
R Dossiers: transfer of roads
S R. Richer: congratulations

176.09.12 PUBLIC UTILITY SERVITUDE - 28, FEUX FOLLETS

Considering an agreement was entered into with the property owner of 28 Feux-Follet regarding to a right of way in favour of the Municipality for water drainage;

Considering the agreement stipulates the signature of a public utility servitude;

It is proposed by councillor Peter MacLaurin
And unanimously resolved by all councillors:

That Council authorize the acquisition of a public utility servitude on lot 3 736 088 as per the terms of the agreement signed in June 2005 which is attached herewith forming an integral part hereof.

That the pertinent costs for this transaction be paid for by the Municipality.

That the Mayor and Director general be authorized to sign for and in the Municipality's name.

MONTHLY REPORT FROM THE DIRECTOR, PUBLIC SAFETY

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

177.09.12 NOMINATION OF ELIGIBLE LIEUTENANTS

Considering the recommendation of the Director, Fire department presented at the meeting of August 8th, 2012;

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

That Council name Mr. Claude Duhamel to the position of eligible lieutenant for the Morin-Heights Fire department as of August 20th, for a period of one year.

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178.09.12 COMPUTERIZED CALLING SYSTEM

Considering the difficulty the Administration has in reaching its citizens in emergency situations;

Considering the analysis prepared by the Director general;

Considering the credits are available in the administrations' computer budget 02-130-00-414;

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

That council authorize the purchase of an automated and consequently, allocate the amount of \$ 10,000.

That the Director general be authorized to do whatever is necessary in this dossier.

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

**179.09.12 BY-LAW 500-2012 - INFRASTRUCTURE AND PAVING
WORK - DOMAINE BALMORAL**

Council members declare having received copy of the by-law 48 hours before the Council meeting, therefore, the members having declared reading the document, the Director general is exempt from its reading and gives a summary.

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

That by-law 500-2012 be adopted as follows:

**BY-LAW 500-2012
INFRASTRUCTURE AND PAVING WORK
DOMAINE BALMORAL**

WHEREAS every municipality, as per the provisions of article 711.21 and following of the Quebec Municipal Code is responsible for the management of any road or part of road located on its territory;

WHEREAS the citizens of Augusta, Balmoral and Glen Abbey roads have approved the project at an information meeting held on July 21st, 2012;

WHEREAS the subdivision of properties in the Domaine has been entirely completed;

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WHEREAS a notice of motion of this by-law was given at the regular Council meeting of August 8th, 2012 with the exemption of its reading by Councillor Jean Dutil;

THAT THE FOLLOWING BE STATUED AND ORDAINED BY THE PRESENT BY-LAW.

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

ARTICLE 1

Council decrees an expense not exceeding the amount of \$ 1,400,000 for the applying of the present by-law, specifically the carrying out of the infrastructure and paving work on Augusta, Balmoral and Glen Abbey roads and, in order to obtain this amount, authorize a loan by notes for the same amount for a period of 20 years; the preliminary estimate dated July 13th, 2012 prepared by the Director general, Mr. Yves Desmarais, attached herewith as Annex A forming an integral part hereof.

ARTICLE 2

If any of the appropriations of the present by-law is more than the expense which is made pertaining to the appropriation, Council is authorized to use this surplus to pay for other expenses decreed by the present by-law and for which the estimate is proved to be insufficient.

ARTICLE 3

To provide for 25 % of the expenses created by this commitment in terms of interests and the reimbursement in capital of the annual term, this by-law authorizes that over the period covered by this loan, as part of the annual taxation, a special annual tax be imposed on all taxable buildings on the territory of the Municipality, based on the evaluation roll in force each year at a sufficient rate.

ARTICLE 4

In order to provide for 75% of the expenses committed pertaining to interests and reimbursement in capital of the annual due date of loan, is by the present by-law levied each year, during the term of the loan from each property owner of a taxable property bordering Augusta, Balmoral and Glen roads, where the work will be done, as shown on the plan of the road and the list of properties attached herewith as Annex B of the present by-law which forms an integral part hereof, a compensation for each taxable property for which is the owner.

The amount of this compensation will be established annually by dividing the allotted expenses with regards to interests and the reimbursement of the capital at the loan's annual due dates by the number of taxable properties for which the owners are subject to paying this compensation.

The compensation for the Club de Golf Balmoral property, matricule 4883-47-8367, will be established to six (6) times the compensation of a residential property.

ARTICLE 5

Every property owner for which a compensation is to be levied as per Article 4, may exempt this property of this tax by paying in one instalment, part of the capital relating to this loan before the issuance of this loan or any other subsequent issuance, if applicable and which would have been supplied by the compensation required by said article.

The payment must be made within thirty days of the issuance of the notice sent by the Municipality and forwarded by mail to the taxpayers concerned by the present by-law. The deduction of the special tax levied by the present by-law will be deducted in accordance. This payment must be made in accordance to Article 1072.1 of the Quebec municipal Code.

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The payment made before the above-mentioned term exempts the property of the special tax for the remainder of the term of the loan set by this by-law.

ARTICLE 6

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

Timothy Watchorn
Mayor

Yves Desmarais
Director general
Secretary-treasurer

MONTHLY REPORT FROM THE DIRECTOR, ENVIRONMENT & PARKS DEPARTMENT

The Director general presents to Council, who acknowledge receipt, the monthly report from the Director, Environment & Parks Inspector as well as the weekly water flow report.

180.09.12 CONTRACT - PHASE II - LUMMIS PARK

Considering a public request for tenders was given in order to undertake Phase II of the landscaping work at Lummis park;

Considering the Director general presents council with minutes of the opening of the offers:

Name	Price
Gilles Malo Inc.	167 924,08 \$
Bernard Paysagiste Inc.	89 951,27 \$
Terrassement Limoges	142 654,32 \$

Considering the recommendation from Mrs. Karyne Ouellet of the firm KAP to retain the lowest bidder;

It is proposed by councillor Peter MacLaurin
And unanimously resolved by all councillors:

That Council grant the contract to the lowest bidder in conformity, Bernard Paysagiste Inc. at the price of \$ 89,951.27.

That consequently, the Mayor and the Director general be authorized to sign the contract.

That the following allocations be made in order to ensure the available funds:

02-701-53-626 \$ 9 075
02-701-53-521 \$ 10 000
02-610-01-521 \$ 5 000

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181.09.12 CLD DES PAYS-D'EN-HAUT: DEVELOPMENT OF THE FORESTRY RESOURCE PROGRAM - PART II

Considering the Director of the Environment and parks department presented Council with a draft request for financial assistance within Volet II for the creation of mountain bike trails on the Mont Bellevue property;

Considering the Municipality must pay for 50% of the costs of this project;

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

That Council authorize the presentation of a request for financial assistance in the amount of \$ 20,000 within Volet II of the development of the forestry resource program in order to pursue the mountain bike.

**MONTHLY REPORT FROM THE DIRECTOR,
URBANISM AND LAND PLANNING DEPARTMENT**

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

182.09.12 MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING

The Director General presents the minutes of the Planning Advisory committee meeting of August 27th, 2012;

It is proposed by councillor Peter MacLaurin
And unanimously resolved by all councillors:

That Council accept the minutes of the meeting of August 27th, 2012 and makes the pertinent recommendations.

183.09.12 MINOR DEROGATION - 601, ROUTE 364

- The president of the assembly opens the consultation meeting regarding the minor derogation.
- The president of the assembly gives the floor to the Director general who 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 August 24th, 2012 to be heard in this dossier.

Considering Council has received a request for minor derogation aimed at reducing the front set-back in order to legalize the location of the accessory building (garage) on lot 3 737 035 (601, Route 364), cadastre of Quebec;

Considering the request is aimed at the property located on lot 3 737 035 at 601, Route 364 within zone 45;

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Considering this request was studied by the Planning Advisory committee who recommend to Council the approval of the request to reduce the front set-back for the accessory building (garage) only by resolution 25.08.12;

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 Jean-Pierre Dorais
And unanimously resolved by all councillors:

That Council grant the request to reduce the front set-back from 7,5 meters to 0,83 meters for the accessory building (garage), as shown on the certificate of location prepared by surveyor Sylvie Filion, minutes 3816.

184.09.12 MINOR DEROGATION - 1171, VILLAGE

- The president of the assembly opens the consultation meeting regarding the minor derogation.
- The president of the assembly gives the floor to the Director general who 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 August 24th, 2012 to be heard in this dossier.

Considering Council has received a request for minor derogation aimed at reducing side setback in order to legalize the location of the existing building, a gallery and stairs on lot 3 206 554 (1171, Village road), cadastre of Quebec;

Considering the request is aimed at the property located on lot 3 7206 554 at 1171, Village road, within zone 33;

Considering this request was studied by the Planning Advisory committee who recommend to Council the approval of the request to reduce the north side set-back for the existing building only, by resolution 26.08.12;

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 Jean-Pierre Dorais
And unanimously resolved by all councillors:

That Council grant the request to reduce the side set-back from 4,5 meters to 2,39 meters for the existing building only and increase the maximum authorized encroachment from 1,5 metes to 4,5 meters for the gallery and existing stairs only, as shown on the certificate of location prepared by surveyor Sylvie Filion, minutes 3808.

MONTHLY REPORT FROM THE DIRECTOR, RECREATION DEPARTMENT

The Director general presents Council with the monthly report presented by the Director, Recreation department as well as the list of expenses authorized during the month of August 2012 as per the delegation of competency.

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185.09.12 THANKS - SENIOR'S PARTY

Considering that 45 of our community's seniors have participated in the 8th edition of the senior's party;

It is unanimously resolved that Council congratulate the members of the Recreation department for its organization and thanks the members of council, employees of the administration and volunteers for having participated in this event.

186.09.12 THANKS - DRAGON BOAT TEAM

Considering that for the fifth year in a row the Dragon Boat team, representing the Municipality of Morin Heights, had a podium finish;

Considering the Morin-Heights team won a bronze medal with only 16/100ths of a second separating gold from bronze;

It is unanimously resolved by all councillors:

That Council thank the dragon boat team that represented the Municipality and congratulates all of its participants for their victory;

That Council congratulate the team representing the Municipality of Saint-Adolphe that took the gold medal and the team from King Communications who took the silver.

That in recognition of their victory, the Saint-Adolphe d'Howard flag will fly at the entrance of the village for one week.

187.09.12 THANKS - HÉMA QUÉBEC BLOOD DONOR CLINIC

It is unanimously resolved that Council congratulate the 59 donors that contributed to the success of this 9th edition of the blood donor clinic and thank all of the volunteers.

188.09.12 THANKS - GOLF TOURNAMENT

It is unanimously resolved that Council congratulate and thank the organizing committee as well as everyone that made the Mayor's 11th annual golf tournament, held last Tuesday, August 28th, a great success.

189.09.12 THANKS - HALL RENTAL POLICY

Considering there is a need to update the hall management policy which was adopted in February 2010;

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

That Council adopt the new version of the hall management policy dated this day and which is attached herewith forming an integral part hereof.

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NEW BUSINESS

QUESTION PERIOD

Council answers questions asked by the public.

190.09.12 ADJOURNMENT OF THE MEETING

It is proposed by Councillor Mona Wood

That this meeting be adjourned to Tuesday, September 18th, 2012 at 7:00 p.m. in order to grant the contract for the repair work to the aqueduct on Route 364 south.

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

Timothy Watchorn
Mayor

Yves Desmarais
Director general
Secretary-treasurer

Five people attended the meeting.