

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, October 10th, 2012 at which were present Councillors Mona Wood, Leigh MacLeod, Jean-Pierre Dorais, Jean Dutil 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.

195.10.12 ADOPTION OF THE AGENDA

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

That Council adopt the agenda as presented by Director general with the withdrawal of article 6.3.3.

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 September 30th, 2012
3	3		Correspondence
3	4		Personnel
3	4	1	
3	5		Resolution
3	5	1	
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	
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

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5	2	1	
5	3		Resolution
5	3	1	Grant - Improvement to roads network
5	3	2	Snow removal - Lac Theodore
5	3	3	Snow removal of town hall parking area
5	3	4	Snow removal of cross-country ski crossings
5	3	5	Snow removal of aerobic corridor parking area
5	3	5	Contract - salt supply
5	3	6	Snow removal - Jackson, Hurtubise and Lac Noiret roads
5	3	7	Caterpillar lease contract
5	4		Regulations
5	4	1	
6			ENVIRONMENT & PARKS
6	1		Monthly report from the Director
6	2		Personnel
6	2	1	Hiring for the trails maintenance
6	3		Resolution
6	3	1	Agreement - maintenance of the cross-country ski equipment
6	3	2	Trailer rental for Basler park
6	3	3	-
6	3	4	Cross-country ski garage
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 - 40, Birch
7	3	2	Minor derogation - 41, Dwight
7	3	3	PIIA - 100, Watchorn
7	3	4	Agreement - Développements Invesco
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	Hiring - aerobic corridor manager
8	3		Résolution
8	3	1	-
8	3	2	Rental agreement - CSSS PDH
8	3	3	2012-2013 tariffs - cross-country ski and snowshoe
8	3	4	Policy for day camp financial assistance
9			New Business
10			Question period
11			End of the meeting

196.10.12 APPROVAL OF THE MINUTES

The minutes of the regular meeting of September 12th, 2012 and of the adjournment meeting of September 18th, 2012 were given to members of Council, by means of the electronic assembly file folder.

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

That Council adopt the minutes of the regular meeting of September 12th, 2012 and of the adjournment meeting of September 18th, 2012.

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197.10.12 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of September 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:

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

September 1st to 30th, 2012	
Accounts to be paid	\$ 239,982.89
Accounts paid in advance	\$ 614,013.19
Total purchases	\$ 853,996.08
Direct bank payments for the month	\$ 2,004.81
Total expenses	\$ 856,000.89
Net salaries	\$ 93,482.94
<u>GRAND TOTAL</u>	<u>\$ 949,483.83</u>

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

STATEMENT OF FINANCIAL ACTIVITIES TO SEPTEMBER 30TH, 2012

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

CORRESPONDENCE

The Director general reviews the correspondence for the month of September 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 MAMROT: publications
- 2 MMQ: risk coverage
- 3 MSSI: drinking water network
- 4 E. Reigle: Blue Hills property
- 5 Zeroco2: GES follow-up
- 6 Municipality of Wentworth-North: road repair
- 7 C. Drainville: Alpino dike
- 8 P.Lapointe: survey - Ski Morin Heights aqueduct
- 9 Québec ami des aînés: guide
- 10 Hydro Quebec: information bulletin
- 11 Musée du ski des Laurentides: annual banquet
- 12 CLD: economic bulletin
- 13 MAMROT: TECQ eligibility
- 14 Maison de soins palliatifs de la rivière du nord: request for financing
- 15 MAMROT: PIQM
- 16 SporTriple: thanks
- 17 Régie des alcools, des courses et des jeux: request for license (Rest. Le Champagne)

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- 18 M. Piché & P. Renault: rue Balmoral
- 19 Tricentris, centre de tri: bulletin
- 20 Statistiques Canada: 2012 census
- 21 Loisirs Laurentides: bulletin
- 22 FCM: candidacies for Jubilee medals
- 23 Bell Canada: network development
- 24 MRC des Pays-d'en-Haut: draft by-law 260-2012
- 25 Régie des alcools, des courses et des jeux: request for license (La Grange)
- 26 Mun. Lac des Seize Iles: Route 364
- 27 Corporation du parc linéaire: Éco compteur
- 28 Fondation médicale: invitation, president's supper
- 29 Claire Lacaille: work in Balmoral

Correspondence sent

- A Letter to mobile home property owners
- B Letter - 422, Route 364
- C Letter - M. Basler
- D Letter - mass mailing
- E Letter - school, school boards, etc.
- F Mailing - beginning of work
- G R. Richer: Ski Morin Heights network

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 September 2012, as well as the list of expenses authorized during the month as per the delegation of competency, by-law 351.

MONTHLY REPORT FROM THE DIRECTOR, SERVICE

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

198.10.12 GRANT - IMPROVEMENT TO ROADS NETWORK

Considering the Municipality has obtained a grant from the Minister of transport in the amount of \$ 15,000 for the improvement of Range 4 pursuant to deputy Roland Richer, representative for Argenteuil's recommendation;

Considering the work has been done;

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

That Council approve the expenses for the improvement work on Range 4 for an amount of \$ 15,000, for which copies of the supporting documents are attached herewith in accordance to the Minister of transport's stipulations.

That Council confirm that the work was done on a road which is managed by the Municipality and that the expenses do not pertain to any another grant.

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199.10.12 SNOW REMOVAL - LAC THÉODORE

Considering the snow removal of the Lac Theodore must be entrusted to a private company because of its location;

Considering the Municipality has received an offer from Les Excavations Richard Gauthier Inc.;

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

That Council grant the snow removal contract including the spreading of abrasives and de-icing of Lac Théodore road for the 2012-2013 winter to Les Excavations Richard Gauthier Inc. for a total of \$ 7,200, before 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 requesting a quote for which a copy is attached herewith forming an integral part hereof.

200.10.12 SNOW REMOVAL OF TOWN HALL PARKING AREA

Considering the snow removal of the Town Hall's parking area must be entrusted to a private company for efficiency reasons;

Considering the Municipality has proceeded with a request for prices and has invited the following companies to present offers;

David Riddell Excavation et transport	Déneigement Carruthers
Construction Stewart	Normand Dupont

Considering the Municipality has received the following offer:

Names	Price
Construction Stewart	\$ 5,346.34

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

That Council grant the snow removal contract for the Town Hall's parking area for the 2012-2013 winter to Construction Stewart for a total of \$ 5,346.34, 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.

201.10.12 SNOW REMOVAL OF 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 that the Municipality has proceeded with a request for prices and has invited the following companies to present an offer:

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David Riddell Excavation et transport	Déneigement Carruthers
Construction Stewart	Normand Dupont

Considering that the Municipality has received the following offer:

Names	Price
Déneigement Carruthers	\$ 1,488.93

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

That Council grant the snow removal contract for the cross-country ski crossings for the 2012-2013 winter to Déneigement Carruthers for a total of \$ 1,488.93, 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.

202.10.12 SNOW REMOVAL OF AEROBIC CORRIDOR PARKING AREA

Considering the snow removal of the parking lot at the aerobic corridor must be entrusted to a private company for efficiency reasons;

Considering that the Municipality has proceeded with a request for prices and the following companies have presented an offer:

David Riddell Excavation et transport	Déneigement Carruthers
Construction Stewart	Normand Dupont

Considering that the Municipality has received the following offer:

Names	Price
Déneigement Carruthers	\$ 3,679.20

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

That Council grant the snow removal contract for the parking lot at the aerobic corridor for the 2012-2013 winter to Déneigement Carruthers for a total of \$ 3,679.20, 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.

203.10.12 CONTRACT - SALT SUPPLY

Considering the administration proceeded with tenders and has invited the following companies to present their offer for the supply of salt as an abrasive:

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Sel Cargill
Location Jean Miller Inc.
Sifto Canada Inc.
Sel Warwick Inc.
Lafarge North America
Mines Seleine

Considering the Municipality has received offers from the following companies for the delivery of 700 metric tons:

Tenderer	Price (taxes inc.)
Sel Warwick Inc.	\$ 69 528,83
Sifto Canada Corp.	\$ 64 813,00
Location Jean Miller Inc.	\$ 71 232,00
Mines Seleine Inc.	\$ 64,862,00

Considering the credits are provided for in the current budget;

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

That Council grants, to the lowest bidder, Sifto Canada Corp., the contract for the delivery of salt to the Municipal garage and upon request, at the price of \$ 80.53 per metric ton for approximately 700 m t, an expense of approximately \$ 64,813.00 including taxes.

The payment will be made after evaluation of the exact quantities and the condition of the quote.

204.10.12 SNOW REMOVAL - JACKSON, HURTUBISE AND LAC NOIRET ROADS

Considering for geographical reasons, it is more beneficial to entrust the snow removal to a contractor which services this area of the Wentworth Nord territory;

Considering the Municipality of Wentworth Nord's offer;

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

That Council accept the Municipality of Wentworth Nord's offer in order for the contractor under contract for the snow removal in this area extend its route to the Municipality of Morin-Heights for a period of three years.

That Council approve the agreement for the snow removal of approximately 2.2 kilometers on Jackson road, 1000 m. montée Hurtubise, 610m and Lac Noiret road, 600m. at the price per kilometer, including taxes of:

2012-2013	\$ 5 691,26
2013-2014	\$ 5 857,97
2014-2015	\$ 6 036,18

That the Mayor and the Director general be authorized to make the payments to the Municipality of Wentworth Nord.

The Mayor informs Council that the Municipality of Wentworth Nord's snow removal contract was granted to company owned by David Riddell, by whom he is employed.

Consequently, he abstains from participating in the deliberations pertaining to this dossier.

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205.10.12 CATERPILLAR LEASE CONTRACT

Considering the lease contract between the Municipality and Caterpillar Financial services Ltd. for the lease of a Caterpillar, model 430EIT expire on October 8th, 2012;

Considering Council would like to purchase this equipment;

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

That Council ratify the purchase of the Caterpillar equipment, model 430EIT, serial CAT0430EHDDT00906 for an amount of \$ 33,210.85, before taxes.

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 as well as the weekly water flow report.

206.10.12 HIRING FOR THE TRAILS MAINTENANCE

Considering the report presented by the Director, service de l'environnement et des parcs dated October 2nd, 2012;

Considering the amounts are provided for in the Service de Environment et des parcs department's current operations budget;

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

That Council authorize the hiring of the following individuals as trail maintenance workers for the Fall 2012 and Winter 2013 for the trails maintenance at the conditions established in the *Politique de rémunération des employés de ski de fonds et de raquette*.

Employee	Title
Rick Nesbitt	Trail maintenance supervisor, Echelon 9
Darren Green	Trail maintenance worker, Echelon 9
Regan Moran	Trail maintenance worker, Echelon 2

207.10.12 AGREEMENT - MAINTENANCE OF THE CROSS-COUNTRY SKI EQUIPMENT

Considering Mr. Nick McCullough's offer to ensure the regular maintenance of the equipment used for the maintenance of the cross-country ski trails;

Considering the credits are provided for in the operations budget of the Morin-Heights cross-country ski network;

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

That Council authorize the Director general to sign for and in the name of the Municipality, the contract for the maintenance of equipment and their storage for the 2012-2013 winter with Mr. Nick McCullough for the amount of \$ 6,200 as described in the report prepared by the Director, service de l'environnement et des parcs dated October 2nd, 2012 which is attached herewith forming an integral part hereof.

208.10.12 TRAILER RENTAL FOR BASLER PARK

Considering Basler park is being used during the cross-country ski season as a base for skiers as well as for the Loppet;

Considering there is a need to rent a trailer for the season;

Considering the proposal provided by ATCO STRUCTURE ET LOGISTICS, which is attached herewith;

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

That Council authorize the rental of a trailer for the period of December 1st, 2012 to April 1st, 2013, for an expense of \$ 4,232, before taxes.

That the Director general be authorized to sign the contract and make the payments as per the agreement.

209.10.12 CROSS-COUNTRY SKI GARAGE

Considering the analysis presented to Council dated September 6th which is attached herewith aimed at the construction of a garage for the storage of the cross-country ski equipment;

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

That Council favourably accept the Administration's recommendation.

That Council ask the MRC des Pays-d'en-Haut for the authorization for the construction of a building along the aerobic corridor near the welcome chalet which will serve as a garage and storage area for equipment used for the maintenance of the aerobic corridor and cross-country and snowshoe trails network.

MONTHLY REPORT FROM THE DIRECTOR, URBANISM AND LAND PLANNING DEPARTMENT

The Director general presents Council who acknowledge receipt of the monthly report for September 2012 from the Director, service de l'urbanisme.

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210.10.12 MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING

The Director General presents the minutes of the Planning Advisory committee meeting of September 18th, 2012;

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

That Council accept the minutes of the meeting of September 18th, 2012 and makes the pertinent recommendations.

211.10.12 MINOR DEROGATION - 40, BIRCH

- The president of the assembly opens the consultation meeting regarding the minor derogation at 7:56 p.m.
- 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 September 25th, 2012 to be heard in this dossier.

Considering Council has received a request for minor derogation aimed at legalizing the location of a house (extension in 1977), at a distance inferior to the set-back from the lake as required by zoning by-law 416 for the concerned zone, on lot 3 206 336 (40, Birch), cadastre of Quebec;

Considering the request is aimed at the property located on lot 3 206 336 at 40, Birch within zone 17;

Considering this request was studied by the Planning Advisory committee who recommend to Council the approval of the request to reduce the set-back from the lake for the main building only, by resolution 30.09.12;

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 set-back from the lake from 20 meters to 2,58 meters for the main building only, as shown on the certificate of location prepared by surveyor Roch Labelle, minutes 9678.

212.10.12 MINOR DEROGATION - 41, DWIGHT

- The president of the assembly opens the consultation meeting regarding the minor derogation at 7:59 p.m.
- 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 September 25th, 2012 to be heard in this dossier.

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Considering Council has received a request for minor derogation aimed at legalizing the location of a house built in 1979 at a distance inferior to the side set-back as required by zoning by-law 416 for the concerned zone on lot 3 206 644 (41, Dwight), cadastre of Quebec;

Considering the request is aimed at the property located on lot 3 206 644 at 41, Dwight, within zone 24;

Considering this request was studied by the Planning Advisory committee who recommend to Council the approval of the request to reduce the southern side set-back for the main building only, by resolution 31.09.12;

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 Claude P. Lemire

And unanimously resolved by all councillors:

That Council grant the request to reduce the southern side set-back to 0,47 meter instead of the required 4,5 meters for the existing building only, as shown on the certificate of location prepared by surveyor Louis-Paul Beaudry, minutes 15438.

213.10.12 PIIA - 100, WATCHORN

Considering the Urbanism Department has received a request for a permit in order to replace certain original windows for the property located at 100, 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 request submitted by resolution 32.09.12;

It is proposed by councillor Jean-Pierre Dorais

And unanimously resolved by all councillors:

That Council recognize the Planning Advisory Committee's recommendations and authorize the Building inspector to issue the permit for the building located at 100, Watchorn road.

214.10.12 AGREEMENT - DÉVELOPPEMENTS INVESCO

Considering Council approved the project presented by Développement Invesco and the pertinent agreement by its resolution 39.03.12;

Considering the tracing of the paths and trails has been completed for the transfer for parks reasons;

It is proposed by councillor Jean-Pierre Dorais

And unanimously resolved by all councillors:

That Council accept the agreement which is attached herewith and approve the transfer of lots 3 736 078 and 3 736 593 and its servitudes, 6 meters in width for the following lots: 4 640 641, 3 736 920, 3 736 924 and 3 735 809. as a contribution for parks reasons as described by surveyor, Richard Barry, minutes 5399.

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

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MONTHLY REPORT FROM THE DIRECTOR, SERVICE DES LOISIRS

The Director general presents Council with the monthly report presented by the Director, service des loisirs as well as the list of expenses authorized during the month of September 2012 as per the delegation of competency.

MINUTES OF THE LIBRARY COMMITTEE MEETING

The Director general presents Council, who acknowledge receipt, of the minutes of the library committee meeting dated October 2nd, 2012.

215.10.12 HIRING - AEROBIC CORRIDOR MANAGER

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

Considering the recommendation from the Directrice, Service des loisirs;

Considering these credits are available in the 2012-2013 operations budget;

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

That Council authorize the hiring of the Mr. Sylvain Rioux to the position of Manager, echelon 1, at the conditions established by the *Cross-country and snowshoe employee remuneration policy* and the job description.

216.10.12 RENTAL AGREEMENT - CSSS PDH

Considering the CSSS presented a request to use a room for 6 months (26 weeks) for two hours daily from Monday to Friday from 11:00 a.m. to 1:00 p.m. and from 3:30 to 4:30 p.m.;

Considering this is not an exclusive request for space;

Considering the Politique d'utilisation des salles is presently in effect;

And unanimously resolved :

That Council authorize the rental of a room at Église St-Eugène at the Group/course tariff which is used for community activities, specifically \$ 14/hour, plus \$25 annual fee.

That this rental excludes telephone services.

217.10.12 2012-2013 CROSS-COUNTRY SKI AND SNOWSHOE TARIFFS

Considering the Directors of the cross-country ski and snowshoe services recommend that Council preserve the present tariff structure for the network for the 2012-2013 winter;

Considering the resident tariff applies to all residents of the MRC and gives access to the Morin-Heights network, the Viking Club and the Petit train du Nord;

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Considering the network card gives access to eight other cross-country ski networks in Quebec;

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

That Council approve the rates, including taxes, for the sale of the cross-country ski and snowshoe passes as follows:

CROSS-COUNTRY SKI

SEASONS PASSES	Pays d'en Haut Residents*	Non residents	Carte Réseau Option
Adult	\$70	\$90	\$28.74
Children 17 years and under accompanied by an adult	Free	Free	\$28.74
Student** (18 to 22 years) & Senior (over 65 years)	\$50	\$70	\$28.74
DAY TICKETS:		Per person	
Weekend & holidays	\$10		
Weekday	\$8		
Children** (17 years & under)	Free		
Trail map	\$3		

SNOWSHOE

SEASONS PASSES	M.H. Residents**	Non residents	Carte Réseau Option
Adult (18 and over)	\$30	\$40	\$28.74
Students (13 to 17) & Seniors (65+)	\$15	\$20	\$28.74
Children (12 and under)	Free	Free	
DAY TICKETS:		Per person	
Adults (13 and older)	\$7		
Children (12 and under)**	Free		

That Council authorize a pre-season rebate (\$5) sale at the aerobic corridor, on November 24 and 25 only.

NEW BUSINESS

QUESTION PERIOD

Council answers questions asked by the public.

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218.10.12 ADJOURNMENT OF THE MEETING

It is proposed by Councillor Claude P. Lemire

That this meeting end at 8:36 p.m.

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

Timothy Watchorn
Mayor

Yves Desmarais
Director general
Secretary-treasurer

Three people attended the meeting.