

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, May 8th, 2013 at which were present Councillors Leigh MacLeod, Mona Wood, Claude P. Lemire, Peter MacLaurin, Jean Dutil and Jean-Pierre Dorais, forming quorum under the chairmanship of Mayor Timothy Watchorn.

The Director general, Yves Desmarais, is absent.

The Assistant Secretary-treasurer, Ginette Charette, is present.

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

96.05.13 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 Assistant Secretary-treasurer.

3 ADMINISTRATION

- 3 1 Approval of the minutes
- 3 2 Finances
- 3 2 1 **Expense statement**
- 3 2 2 Statement of financial activities to April 30th, 2013
- 3 2 3 Financing statements to December 31st, 2012
- 3 3 Correspondence
- 3 4 Personnel
- 3 4 1
- 3 5 Resolution
- 3 5 1 Group insurance renewal
- 3 5 2 Sale for taxes - Michel Grenier
- 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 Adoption of By-law 507-2013 regarding tariffs for services

5 PUBLIC WORKS

- 5 1 Monthly report from the Director
- 5 2 Personnel
- 5 2 1
- 5 3 Resolution
- 5 3 1
- 5 4 Regulations
- 5 4 1

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6		ENVIRONMENT & PARKS
6	1	Monthly report from the Director
6	2	Personnel
6	2	1
6	3	Resolution
6	3	1
6	4	Regulations
7		URBANISM AND LAND DEVELOPMENT PLANNING
7	1	Monthly report from the Director
7	1	2
7	2	Minutes of the urban planning advisory committee
7	2	Personnel
7	2	1
7	3	Nomination - planning advisory committee
7	3	Resolution
7	3	1
7	3	Minor derogation - 784, Crescent
7	3	2
7	3	Minor derogation - Route 364
7	3	3
7	3	Parcelling project - Route 364
7	3	4
7	4	Toponymy
7	4	Regulations
7	4	1
7	4	Adoption of by-law 505-2013 which modifies zoning by-law 416
8		RECREATION DEPARTMENT
8	1	1
8	1	Monthly report from the Director
8	1	2
8	2	Personnel
8	2	1
8	3	Hiring for the aerobic corridor
8	3	Résolution
8	3	1
8	3	Support CPE Val des Neiges
8	3	2
8	3	Spartan Race
9		New Business
10		Question period
11		End of the meeting

97.05.13 APPROVAL OF THE MINUTES

The minutes of the regular meeting of April 10th, 2013 were given to members of Council, by means of the electronic assembly file folder.

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

That Council adopt the minutes for the meeting of April 10th, 2013.

98.05.13 EXPENSE STATEMENT

The lists of accounts payable and accounts paid during the month of April 2013 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 Jean Dutil
And unanimously resolved by all councillors:

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

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April 1st to 30th, 2013	
Accounts to be paid	\$ 120,077.55
Accounts paid in advance	\$ 321 555.17
Total purchases	\$ 441,632.72
Direct bank payments for the month	\$ 12 652.84
Total expenses	\$ 454,285.56
Net salaries	\$ 100,654.60
<u>GRAND TOTAL</u>	<u>\$ 554,940.16</u>

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

STATEMENT OF FINANCIAL ACTIVITIES TO APRIL 30TH, 2013

The Assistant Secretary-treasurer presents Council, who acknowledge receipt of the statement of financial activities to April 30th, 2013.

FINANCIAL STATEMENTS TO DECEMBER 31ST, 2012

The Assistant secretary-treasurer presents Council, who acknowledge receipt of the financial statements to December 31st, 2012.

CORRESPONDENCE

The Assistant Secretary-treasurer reviews the correspondence for the month of April 2013. 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 if necessary.

Correspondence received

- 1 Sorel-Tracy Cegep: training
- 2 Actualité municipale: new law
- 3 TACL: 2012 activity report
- 4 M.Bélisle: French reading club
- 5 BACS: recycling drink containers
- 6 MRC des Pays-d'en-Haut: Draft by-law 271-2013
- 7 MHES: thanks for the donation
- 8 RCI Environnement: complaint
- 9 D. Brochu, F. Daigneault: complaint regarding snow removal
- 10 R. Moran, H. Jackson, M. Bélisle: group garden
- 11 MAMROT: conformity of real estate role
- 12 S. Lajoie, Groupe SM: list of deficiencies and work to be done
- 13 Irrigation Eau Vive: maintenance services
- 14 S. Handa: damages

Correspondence sent

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99.05.13 GROUP INSURANCE RENEWAL

Considering the Municipality is part of a collective insurance group within Quebec, Beauce, Portneuf, Mauricie, Laurentians pertaining to group insurance for its employee;

Considering Mallette actuaires Inc. presented its report for the third renewal of financial conditions for the Municipality's group insurance;

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Considering Mallette actuaires Inc. confirms in its report that the financial conditions proposed by insurer SSQ Groupe Financier for the period of May 1st, 2013 to April 30th, 2014 are justified;

Considering the premiums are paid to 50% by the Municipality and the documents presented by the Director general;

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

That Council accept the renewal conditions presented by Financial group SSQ with regards to the municipal employees group insurance for the period of May 1st, 2013 to April 30th, 2014, as follows:

Assurance vie	0,397 \$
Décès mutilation accident	0,040 \$
Assurance vie PAC conjoint	1,910 \$
Assurance vie PAC enfants	0,180 \$
Invalité longue durée	3,648 \$
Invalité courte durée	1,057 \$
Santé - plan célibataire	122,410 \$
Santé – plan familiale	266,18 \$
Santé - monoparentale	183,47 \$

That Council accept the offer which totals \$ 113,442.84, including taxes as per actual activity (variable).

100.05.13 SALE FOR TAXES - MICHEL GRENIER

Considering Council mandated the Director general in order to proceed with the sale for failure to pay taxes dossier by resolution 254.12.12;

Considering a substitute must be named;

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

That Mr. Michel Grenier be authorized to bid for an in the Municipality's name for the value of the amounts due at the time of the default for payment of taxes.

MONTHLY REPORT FROM THE DIRECTOR, SERVICE DE SÉCURITÉ INCENDIE

The Assistant Secretary-treasurer presents Council who acknowledges receipt of the monthly report for the month of April 2013.

101.05.13 ADOPTION OF BY-LAW 507-2013 REGARDING TARIFFS FOR SERVICES

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 Assistant Secretary-treasurer is exempt from its reading and gives a summary.

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

That by-law 507-2012 be adopted as follows:

**RÈGLEMENT 507-2013
REGARDING TARIFFS FOR SERVICES**

- WHEREAS The powers bestowed to municipalities by articles 244-1 and following of the *Municipal taxation Act* (L.R.Q., c. F-2.1) ;
- WHEREAS That Council would like to update by-law 483-211 with regards to tariffs for services for the Fire department;
- WHEREAS That as per articles 244.1 and following of the Municipal taxation Act (L.R.Q., c. F-2.1), the Municipality may stipulate that certain of its services be financed by way of tariffs;
- WHEREAS The Municipality intends to invoice the costs of vehicle fire interventions to those not living on the municipality's territory and who do not otherwise contribute to this department's finances;
- WHEREAS: A notice of motion with the exemption of its reading was given at its meeting of April 10th, 2013 by Councillor Jean Dutil;

CONSEQUENTLY, it is ordained and decreed as follows:

ARTICLE 1

Article 1.4 of by-law 483-2011 is modified to be read as follows:

4. FIRE DEPARTMENT

- 4.1 The tariffs levied for the use of vehicles and equipment excluding manpower.

Tanker	250 \$ / hour
Pumper truck	250 \$ / hour
Rescue unit	150 \$ / hour
Service vehicles	50 \$ / hour
Off road vehicles	50 \$ / hour
Thermal camera	100 \$ / hour
Four-gaz detector	50 \$ / hour
Pumps	50 \$ / hour
Extrication tools	500 \$ / hour
Non durable assets	True costs

A minimum of one hour per vehicle sent to the location of an intervention, is required and invoiced.

The costs of manpower is required and invoiced as per the terms of the agreement entered into between the Municipality and the members of the Fire department.

- 4.2 Tariffs levied for an intervention destined to prevent of fight a vehicle fire of anyone not living on the Municipality's territory:

Tanker	300 \$ / hour
Pumper truck	300 \$ / hour
Rescue unit	200 \$ / hour
Service vehicles	100 \$ / hour
Off road vehicles	100 \$ / hour
Pumps	150 \$ / hour

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A minimum of one hour per vehicle sent to the location of an invention, is required and invoiced.

The costs of manpower is required and invoiced as per the terms of the agreement entered into between the Municipality and the members of the Fire department.

15 Manpower

In any event, the cost of manpower is invoiced as per the hours worked by a municipal employee or if applicable, the minimum hours of a call stipulated in the agreement.

The applicable rate is established as per the agreement in effective with the addition of social fees, fringe benefits along with 15% administrative fees.

ARTICLE 2

This by-law modifies the provisions of Articles 1.4 and 1.16 of By-law 483-2011 and abrogates By-law 348 for all intents and purposes.

ARTICLE 3

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

Timothy Watchorn
Mayor

Ginette Charette
Assistant Secretary-treasurer

MONTHLY REPORT FROM THE DIRECTOR,
SERVICE DES TRAVAUX PUBLICS

The Assistant Secretary-treasurer presents Council who acknowledges receipt of the monthly report as well as the list of daily calls for the month of April 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 DE
L'ENVIRONNEMENT

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

MONTHLY REPORT FROM THE DIRECTOR,
SERVICE DE L'URBANISME

The Assistant Secretary-treasurer presents Council who acknowledge receipt of the monthly report for April 2013 from the Director, Service de l'urbanisme.

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102.05.13 MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING

The Assistant Secretary-treasurer presents the minutes of the Planning Advisory committee meeting of April 17th, 2013;

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

That Council accept the minutes of the meeting of April 17th, 2013 and makes the pertinent recommendations.

103.05.13 NOMINATION - PLANNING ADVISORY COMMITTEE

Considering the recent departure of two members of the Planning advisory committee;

Considering Mrs. Nathalie Garneau has shown interest in becoming a member of this committee;

Considering the committee's recommendation to name Mrs. Garneau as member of the committee following their meeting of April 17th;

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

That Council name Mrs. Nathalie Garneau, member of the planning advisory committee for a two-year mandate.

104.05.13 MINOR DEROGATION - 784, CRESCENT

- The president of the assembly opens the consultation meeting regarding the minor derogation at 7:40 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 April 22nd, 2013 to be heard in this dossier.

Considering Council has received a request for minor derogation to by-law 416 aimed at reducing the rear set-back in order to legalize the location of the of an existing main building as well as the encroachment of a rear gallery on lot 3 735 709, cadastre of Quebec;

Considering the request is aimed at the property located on lot 3 737 709 within zone 40;

Considering this request was studied by the Planning Advisory committee who recommend to Council the approval of the request to legalize the location of a house built between 1953 and 1975 at a distance inferior to the rear set-back required by zoning by-law 416 for the concerned zone, by resolution 10.04-13;

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

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Consequently,

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

That Council grant the derogation with regards to the reduction of a rear set-back of 10 meters to 7,51 meters for the existing building only and increase the maximum authorized encroachment of 1,5 meters to 5,85 meters for the existing gallery only, as specified on the certificate of location prepared by Sylvie Filion, surveyor, minutes 4000.

105.05.13 MINOR DEROGATION - ROUTE 364

- The president of the assembly opens the consultation meeting regarding the minor derogation at 7:43 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 February 27th, 2013 to be heard in this dossier.

Considering Council has received a request for minor derogation to the parcelling by-law aimed at reducing the minimum required frontage on the provincial road for lot 3 737 949 (vacant lot, Route 364) as well as the reduction of the surface area of a derogatory lot, on lot 3 737 542 cadastre of Quebec;

Considering the request is aimed at the property located on lots 3 737 494 and 3 737 542 on Route 364, within zone 29;

Considering this request was studied by the Planning Advisory committee who partially recommend to Council the approval of the request to reduce the minimal required frontage on the provincial road as well as the reduction of surface area of a derogatory lot, by resolution 03-02-13;

Considering the Minister of transport issued an authorization for access to Route 364 for an entrance benefitting more than two properties;

Considering this request is associated to the approval of a cadastral operation and that following the Planning advisory committee, the developer presented a proposal concerning the transfer for parks purposes which was studied and recommended by the Service de l'environnement et des parcs;

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 derogation with regards to reducing the minimum required frontage from 100 meters to 66,40 meters for lot no. 1 and to 66,41 meters for lot no. 2, as indicated on the draft parcelling plan prepared by surveyor Nathalie Garneau, minutes 0961, and recommends the reduction of the surface area lot 3 737 542 for projected lots no. 3 and 4, considering that the developer agrees to transfer to the Municipality, lot no. 4 for parks purposes and that lot no. 3 will be sold with lot no 1, therefore inseparable.

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106.05.13 PARCELLING PROJECT - ROUTE 364

Considering the Urbanism department has received, along with a request for minor derogation, a parcelling project for four lots;

Considering the Planning advisory committee recommends to Council, by resolution 03.02.13, the partial approval of the parcelling project as shown on the draft plan prepared by Nathalie Garneau, surveyor, minutes 0961;

Considering the definitive proposal regarding the transfer for park purposes had not been accepted by the developer;

Considering the Urbanism department has received, following the planning advisory committee meeting, a transfer proposal which was studied by the Service de l'environnement which recommends it to Council;

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

That Council authorize the Urbanism department to issue the parcelling permit as per the draft parcelling plan prepared by Nathalie Garneau, surveyor, minutes 0961;

That Council accept the developer's proposal which is attached herewith and approve the transfer of lot 3 737 542 (futur lot no. 4 with a surface area of 3619.9 m²) as well as a servitude of 6 meters in width by 372.80 meters in length on art of lot 3 737 949 (futur lot no. 2) as a contribution for parks purposes, which represents approximately 7,3 %.

That the missing 0.7% be assimilated to the costs pertaining to the preparation of documents for transfer purposes by the property owner.

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

107.05.13 TOPONYMY

Considering an initial request prepared by the developer of a residential project in the on a new road perpendicular to Harit road, at the February meeting of the Planning advisory committee;

Considering the committee's recommendations as per resolution 05.02.13;

Considering an alternative proposal was initiated by the Urbanism department;

Considering the Planning advisory committee recommends the following names, by preference:

1. Rue Abraham
2. Rue de l'Alliance
3. Rue des Libellules

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

That the toponym "Abraham" be approved and submitted to the Commission de toponymie du Québec for approval, as shown on the presented plan.

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108.05.13 ADOPTION OF BY-LAW 505-2013 WHICH MODIFIES ZONING BY-LAW 416

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 Assistant Secretary-treasurer is exempt from its reading and gives a summary.

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

That by-law 505-2013 be adopted as follows:

BY-LAW 505-2013 WHICH MODIFIES ZONING BY-LAW 416

(only available in French)

MONTHLY REPORT FOR THE DIRECTOR, SERVICE DES LOISIRS ET DE LA CULTURE

The Assistant Secretary-treasurer presents Council, who acknowledge receipt, of the monthly report for the month of April 2013 and of the list of expenses.

109.05.13 HIRING FOR THE AEROBIC CORRIDOR

Considering the opening of the aerobic corridor to cyclists and hikers during the summer season;

Considering the Municipality would like to offer this service from May 17th to October 15th, 2013;

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

That council authorize the hiring of Sylvain Rioux at 14.50 \$ per hour for 40 hours/week for a total of 11 883 \$ for the season.

110.05.13 SUPPORT CPE VAL DES NEIGES

Considering the request for support forwarded to Council by the CPE Val des Neiges;

Considering this organization's support within the community;

And unanimously resolved by all councillors:

That Council support the Centre de petite enfance Val des Neiges in its request forwarded to the Minister of family and seniors in order to be able to provide nursery services.

111.05.13 SPARTAN RACE

Considering that Council has received a request from Spartan Race regarding the organizing of a sporting activity which will be passing through municipal roads;

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Considering Spartan Race is responsible for obtaining the proper authorization from the Minister of transport and the Sûreté du Québec;

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

That Council notify Spartan Race that they are responsible for gathering volunteers and the necessary personnel for these activities at no cost to the Municipality.

NEW BUSINESS

QUESTION PERIOD

Council answers questions asked by the public.

112.05.13 END OF THE MEETING

The agenda having been exhausted;

It is proposed by mayor Watchorn that the meeting ends at 8:00 p.m.

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

Timothy Watchorn
Mayor

Ginette Charette
Assistant Secretary-treasurer

Nine people attended the meeting.