

## **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 meeting of the Municipal council of Morin-Heights, held at the Council Room, 567, Village, on Wednesday, May 13th, 2015 at which were present:

Councillor Claude P. Lemire  
Councillor Peter MacLaurin  
Councillor Mona Wood  
Councillor Jean-Pierre Dorais  
Councillor Jean Dutil

forming quorum under the chairmanship of Mayor Timothy Watchorn.

The Director general, Yves Desmarais, is present.

Councillor Leigh MacLeod is absent.

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

#### **95.05.15 ADOPTION OF THE AGENDA**

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

That Council adopt the agenda as presented by Director general.

<b>3</b>		<b>ADMINISTRATION</b>
3	1	Approval of the minutes
3	1	2 Dossier follow-up
<b>3</b>	<b>2</b>	<b>Finances</b>
3	2	1 Expense statement
3	2	2 Statement of financial activities to April 30th, 2015
3	2	3
<b>3</b>	<b>3</b>	<b>Correspondence</b>
3	3	1 Correspondence received
3	3	2 Correspondence sent
3	4	Personnel
3	4	1
3	5	Resolution
3	5	1 FQM seminar
3	5	2 Authorization request - La grande traversée (LGT)
<b>3</b>	<b>6</b>	<b>Regulations</b>
3	6	1
<b>4</b>		<b>PUBLIC SAFETY</b>
4	1	1 Monthly report from the Director
4	1	2 Monthly activity report from the SQ
<b>4</b>	<b>2</b>	<b>Personnel</b>
4	2	1
<b>4</b>	<b>3</b>	<b>Resolution</b>
4	3	1

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<b>4</b>	<b>4</b>	Regulations
4	4	1 Adoption of by-law 529-2015 regarding fire prevention
<b>5</b>		<b>PUBLIC WORKS</b>
5	1	Monthly report from the Director
5	2	Personnel
5	2	1 Hiring - temporary driver-operator
5	3	Resolution
5	3	1 Mandate - Ingémax
5	3	2 Contract – snow removal 2015 – 2016
5	3	3 Contract - line markings
5	3	4 Municipal garage renovation
5	4	Regulations
5	4	1
<b>6</b>		<b>ENVIRONMENT &amp; PARKS</b>
6	1	Monthly report from the Director
6	1	2
6	2	Personnel
6	2	1
6	3	Resolution
6	3	1 Agreement regarding the maintenance of flowerbeds and flowers
6	3	2 Maintenance of grass and soccer field
6	3	3 Contract - mountain bike trails
6	3	4 Contract - environmental evaluation of site
6	4	Regulations
6	4	1
<b>7</b>		<b>URBANISME</b>
7	1	Monthly report from the Director
7	1	2
7	2	Personnel
7	2	1
7	3	Resolution
7	3	1
7	4	Règlementation
7	4	1
<b>8</b>		<b>RECREATION DEPARTMENT</b>
8	1	1 Monthly report from the Director
8	1	2
8	2	Personnel
8	2	1
8	3	Resolution
8	3	1
8	4	Regulations
8	4	1
9		New Business
9	1	1
10		Question period
11		End of the meeting

### **96.05.15 APPROVAL OF THE MINUTES**

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The minutes of the regular meeting of April 8th, 2015 to members of Council, by means of the electronic assembly file folder.

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

That Council adopt the minutes of the regular council meeting of April 8th, 2015 with an official correction made to resolution 86.04.15 for the addition of the transfer of lot 3 206 589.

## Municipality of Morin-Heights

### DOSSIER FOLLOW-UP

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The Director general presents Council, who acknowledge receipt, of the evaluation of the work to be completed in Domaine Balmoral pursuant to the on-site visit of April 27th, 2015.

### 97.05.15 EXPENSE STATEMENT

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The list of accounts payable and accounts paid during the month of April 2015 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:

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

Expense statements April 1st to 30th, 2015	
Accounts to be paid	128 475,88 \$
Accounts paid in advance	751 892,67 \$
<b>Total purchases</b>	<b>880 368,55 \$</b>
Direct bank payments for the month	10 091,83 \$
<b>Total expenses</b>	<b>890 460,38 \$</b>
<b>Net salaries</b>	<b>157 546,53 \$</b>
<b>GRAND TOTAL (April 2015)</b>	<b>1 048 006,91 \$</b>

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

*Mayor Timothy Watchorn has denounced his employment with the company 9129-6558 Québec Inc. – known as David Riddell Excavation / Transport and has left the deliberations area and has not taken part in the discussions regarding discussions regarding the dossier pertaining to the company.*

### STATEMENT OF FINANCIAL ACTIVITIES TO APRIL 30TH, 2015

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The Director general presents Council, who acknowledge receipt of the statement of financial activities to April 30th, 2015.

### CORRESPONDENCE

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The Director general reviews the correspondence for the month of April 2015. Council acknowledge 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 TACL: 2014 annual report
- 2 MAMOT: approval of by-law 517-2015
- 3 RIDR: minutes of January 21st, 2015
- 4 CRDSL: 2015 annual general meeting

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- 5 MAMOT: approval of by-law 522-2015
  - 6 Arts Morin-Heights: thanks
  - 7 Advertisement for partenaires du gala excellence sportive
  - 8 Minister of transportation: deer crossing - Route 364
  - 9 DGEQ: electoral districts
  - 10 Min. of education: national sports day
  - 11 SAAQ: bicycle safety
  - 12 MRC - offer from St-Sauveur - sweeping 2015
  - 13 Régie des alcools, des courses et des jeux: permit request - Mickey's Café
  - 14 MRC des Pays-d'en-Haut: notice of motion - draft by-law 306.2015
  - 15 Answers to welcome survey
  - 16 Coalition québécoise pour le contrôle du tabac: tobacco campaign
  - 17 Town of Sainte-Adèle: modification to the urbanism plan
  - 18 L. Bedard: complaint - planes
  - 19 Info-fleurons - May 2015
  - 20 Invitation - golf tournament - Maison des jeunes
  - 21 Flèche magazine: Permaculture
  - 22 Tricentris Express: bulletin
  - 23 Table des aînés: centralized information service
  - 24 Office des personnes handicapées: handicapped persons week
  - 25 MRC des Pays-d'en-Haut: notice of motion - article 445
  - 26 MMQ: 2014 annual report
  - 27 MTQ: Lac-Echo road
  - 28 FQM: AGA resolutions
- Correspondence sent**
- A J. Damecour: end of contract
  - B M.L. Forget: dog park
  - C G. Thibault: request for streetlight
  - D F. Boutin: request for speed bump
  - E Hydro-Québec: tree cutting

### **98.05.15 FQM SEMINAR**

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Considering the Fédération québécoise des municipalités' annual seminar will be held in Quebec on September 24th, 25th and 26<sup>th</sup>, 2015;

Considering the seminar is a source of training and information for Council members;

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

That Council authorize Mayor Tim Watchorn and Councillors Leigh MacLeod, Jean Dutil and Jean-Pierre Dorais to participate in this seminar.

That the pertinent traveling expenses, accommodations and living expenses be reimbursed upon presentation of receipts as per the policy in force.

That the expense be levied from Council's training budget and that the Director general make the required adjustments.

### **99.05.15 AUTHORIZATION REQUEST - LA GRANDE TRAVERSÉE (LGT)**

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Considering the Municipality has received a request regarding an event to be held on May 25th which will be passing through municipal roads;

Considering this event is a cycling ride which entices secondary-level youth to surpass themselves by cycling across Canada to promote physical activity;

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Considering that exceptionally, this activity is not subject to a minimum participation of \$ 2 per participant into the Mayor's fund;

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

That Council notify the organizers of the Grande Traversée LGT that they are responsible for gathering volunteers and the necessary personnel for this activity at no cost to the Municipality.

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### MONTHLY REPORT FROM THE DIRECTOR

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The Director general presents Council who acknowledge receipt of the monthly report for the month of April from the Director, Fire department and of the list of authorized expenses for the month as per competency delegation, by-law 351.

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### SQ ACTIVITY REPORT

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The Director general presents council, who acknowledge receipt, of the Sûreté du Québec's April 2015 report.

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#### **100.05.15 ADOPTION OF BY-LAW 529-2015 REGARDING FIRE PREVENTION**

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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 Claude P. Lemire  
And unanimously resolved by all councillors:

That by-law 529-2015 be adopted as follows:

**BY-LAW 529-2015  
REGARDING FIRE PREVENTION**

*(by-law only available in French)*

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### MONTHLY REPORT FROM THE DIRECTOR, SERVICE DES TRAVAUX PUBLICS

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The Director general presents Council who acknowledge receipt of the monthly report for the month of April which includes report regarding the aqueduct networks as well as the list of daily calls and the list of expenses authorized during the month as per the delegation of competency, by-law 351.

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#### **101.05.15 HIRING - TEMPORARY DRIVER-OPERATOR**

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Considering the Comité des travaux publics' recommendation with regards to the hiring of Mr. André Pelletier as temporary labourer, driver, operator;

Considering this hiring is part of a letter of agreement with the SCFP;

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

That Council authorize the hiring of Mr. André Pelletier as temporary labourer, driver, operator as per the terms of the collective agreement and conditions listed above.

### **102.05.15** MANDATE - INGÉMAX

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Considering, by its resolution 90.05.14, the Municipality granted engineering service contract for the project pertaining to the drinking water network on Village road to INGÉMAX;

Considering the project includes the installation of a sewer conduit in order to eventually supply this area;

Considering a study must be completed in order for the sewer's pumping station to obtain the certificate of authorization from the minister of sustainable development, environment and fight against climate changes;

Considering the proposal presented by Ingémax dated April 15th, 2015;

Considering the professional fees are covered by the TECQ program, the Quebec contribution gasoline transfer tax.

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

That Council grant the professional service contract for the concept, preparation of plans and quotes and in order to obtain authorization certificates for a sewer pumping station for the amount of \$ 14,950, before taxes, as per the terms of the proposal dated April 15th, 2015.

Councillor Jean-Pierre Dorais registers his dissidence.

*Mayor Timothy Watchorn has denounced his employment with the company 9129-6558 Québec Inc. – known as David Riddell Excavation / Transport and has consequently entrusted the presidency of the meeting to Councillor Claude P. Lemire.*

### **103.05.15** CONTRACT - SNOW REMOVAL 2015-2016

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Considering the administration proceeded with a request for tenders for the snow removal and de-icing of certain roads for the 2015 and 2016 season, automatically renewable for a possibility of five seasons;

Considering the Municipality has received offers from the following businesses :

Names	Total price (including taxes)
Pavage Jérôme Inc.	\$ 2,753,303.55
David Riddell excavation transports	\$ 1,413.956.61

It is proposed by Councillor Jean Dutil  
And unanimously resolved:

That Council grant the contract to the lowest bidder, David Riddell excavation / transport for the snow removal and de-icing of certain roads for the 2015-2016 for the unit price of \$ 7,231.92 for circuit 1 and \$ 8,899.06 for circuit 2 for a total amount of \$ 280,868.94, including taxes.

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That the renewal of the contract for the four following years will be done at the conditions stipulated in Article 3 of the tender, in which case, the total amount of the contract over 5 years represents the amount of \$ 1 413,956.61.

That the Director general be authorized to sign the contract and make the payments as per the final estimate of quantities as stipulated in the conditions of the tender.

*The Mayor takes over as president of the meeting after having thanked Councillor Claude P. Lemire.*

### **104.05.15 CONTRACT - LINE MARKINGS**

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Considering the administration has proceeded with tenders by invitation for the drawing of axial lines on certain roads of the municipality:

- Yellow axial lines and white edge lines
- Stop, pictogram and pedestrian crossing lines

Considering the following companies were invited to submit offers:

Les signalisations R.C. Inc.	Proligne
Lignco	Service de lignes blanches Drummond
Marquage et traçage du Québec	Marquage G.B.
Marquage Multilignes	Entreprise TRA
Scelltech Inc.	Lignes Maska

Considering the Municipality has received the following offers:

NAME	PRICE
Lignes Maska	\$ 23,725.65
Lignco Sigma Inc.	\$ 28,683.34

Considering the credits are provided for in the current budget;

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

That Council grant the contract to the lowest bidder, Lignes Maska for the drawing of axial lines on certain roads of the Municipality for a total of \$ 23,725.65, including taxes.

That the director general be authorized to sign the contract and make the payments as per the conditions of the tender.

### **105.05.15 MUNICIPAL GARAGE RENOVATION**

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Considering the renovation work for the garage's office and rest areas must be done;

Considering that as per the Loi sur le bâtiment, such work must be done by a licensed contractor;

Considering the project was approved for the current year;

It is proposed by Councillor Jean Dutil  
And unanimously resolved by all Councillors:

That Council grant the contract at the hourly rate of \$ 55 to Construction Stewart for a maximum amount \$ 21,550, before taxes, for the renovation work at the municipal garage.

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**MONTHLY REPORT FROM THE DIRECTOR / INSPECTOR,  
ENVIRONMENT AND PARKS DEPARTMENT**

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The Director general presents to Council, who acknowledge receipt of the monthly report prepared by the Director, service de l'environnement et des parcs as well as the joint residual matters plan for MRC of Antoine-Labelle, des Laurentides and des Pays-d'en-Haut and the revision report regarding the MRC des Pays-d'en-Haut's residual matters management plan revision.

**106.05.15            AGREEMENT REGARDING THE MAINTENANCE OF  
FLOWERBEDS AND FLOWERS**

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Considering an agreement was entered into with Mr. Gilles Saulnier to undertake work pertaining to the maintenance of flowerbeds for the 2015 season as per the terms of the tender attached herewith forming an integral part hereof.

Considering the credits are available in the current budget;

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

That Council approve the terms of the agreement for which the amount is established at \$ 20,000, attached herewith forming an integral part hereof and authorizes the Director general to sign the agreement with Mr. Gilles Saulnier for and in the Municipality's name.

That the Director general be authorized to make the necessary payments as stipulated in the document.

**107.05.15    MAINTENANCE OF GRASS AND SOCCER FIELD**

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Considering an agreement was entered into with Mr. Daniel Corbeil for the maintenance and work pertaining to the grass and soccer field for the 2015 season.

Considering the credits are provided for in the current budget;

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

That Council approve the terms of the agreement for which the amount is established at \$ 20,000, which is attached herewith forming an integral part hereof and authorizes the Director general to sign the agreement with Mr. Daniel Corbeil for and in the Municipality's name.

That the Director general be authorized to make the payments as provided for in the document.

**108.05.15    CONTRACT - MOUNTAIN BIKE TRAILS**

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Considering the offer of François Letourneau, Trail Design and construction (9128-2046 Québec Inc.) for the construction and improvement on existing of mountain bike trails described as follows:

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- Upper Rockcliff
- Chicadee between Triangle and access road
- Improving existing trail parallel to Bellevue trail
- Improve rocky area on Bellevue trail
- Summit new trail that goes south of small lake on top of Mt-Bellevue
- Rocky play park, excavation and rock placement
- Improve jump zone, add two or three jumps and add drain to empty wet area
- Plastic culvert
- Build bridges for swamp zones (hemlock)

Considering that credits are provided for in the current budget;

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

That Council grant the contract to François Letourneau, Trail Design and construction (9128-2046 Québec Inc.) in an amount of \$10 042,84, including taxes, as described in the offer dated April 29, 2015.

### 109.05.15 CONTRACT - ENVIRONMENTAL EVALUATION OF SITE

Considering the Administration has requested offers for the environmental evaluation of a site - phase 1 from the following companies:

Terrapex environnement Ltée	Biofilia
Solmatech Inc.	Groupes ABS

Considering the professional fees are covered by the TECQ program the transfer and Quebec gasoline tax contribution;

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

Considering the Municipality has received the following offers:

NAME	PRICE
Terrapex environnement Ltée	\$ 3 437,75
Groupes ABS	\$ 3 667,70

That Council grant the contract to the company Terrapex environnement Ltée for an Environmental evaluation site (ÉES), phase 1, on part of Village road and Carver road to civic number 539, Riverside road to connect to the network located on Route 364, over a distance of approximately 1,500 meters, at the price of \$ 3,437.75, including taxes, as per the conditions of the tender.

### URBANISM AND LAND DEVELOPMENT PLANNING DIRECTOR'S MONTHLY REPORT

The Director general presents Council who acknowledge receipt of monthly report for March 2015 from the Director of the Urbanism and of the list of authorized expenses for the month as per the delegation of competency by-law 351.

### RECREATION AND CULTURE DIRECTOR'S REPORT

The Director general presents Council, who acknowledge receipt, of the reports with regards to the results of the hockey program and plaisir d'hiver activity and of the list of expenses as per the delegation of competency by-law 351.

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QUESTION PERIOD

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Council answers questions asked by the public.

**110.05.15** END OF THE MEETING

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It is proposed by councillor Leigh MacLeod that the meeting end at 7:56 p.m.

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

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Timothy Watchorn  
Mayor

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Yves Desmarais  
Director general / Secretary-treasurer

Four people attended the meeting.