

## **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, April 13th, 2016 at which were present:

Councillor Leigh MacLeod  
Councillor Mona Wood  
Councillor Jean Dutil  
Councillor Peter MacLaurin  
Councillor Jean-Pierre Dorais

forming quorum under the chairmanship of Mayor Timothy Watchorn.

Councillor Claude P. Lemire is absent.

The Director general, Yves Desmarais, is present.

At 7:34 p.m., the Mayor states quorum, and Council deliberates on the following dossiers.

#### **71.04.16 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.

#### **AGENDA**

- |   |   |   |
|---|---|---|
| 1 |   | Opening of the council meeting  |
| 2 |   | Adoption of the agenda  |
| 3 |   | <b>Administration</b>   |
| 3 | 1 | 1 Approval of the minutes   |
| 3 | 1 | 2 Director general's report regarding the follow-up of current dossiers   |
| 3 | 2 | <b>Finances</b>   |
| 3 | 2 | 1 Expense statement   |
| 3 | 2 | 2 Statement of financial activities to March 31 <sup>st</sup> , 2016  |
| 3 | 2 | 3 Presentation of the 2015 financial statements and auditor's report  |
| 3 | 3 | <b>Correspondence</b>   |
| 3 | 4 | <b>Personnel</b>  |
| 3 | 4 | 1 2016 conferences and seminars   |
| 3 | 5 | <b>Resolution</b>   |
| 3 | 5 | 1 Purchasing policy – update  |
| 3 | 5 | 2 Contractual management policy- update   |
| 3 | 5 | 3 Policy aimed at countering psychological harassment   |
| 3 | 5 | 4 Contract – professional architecture services – 27, Bellevue  |
| 3 | 5 | 5 Mont-Plaisant road – Lot 3 735 961  |
| 3 | 6 | <b>Regulations</b>  |
| 3 | 6 | 1 Notice of motion – By-law 539-2016 – snowblower supervision   |
| 3 | 6 | 2 Notice of motion – By-law 540-2016 which modifies by-law 466 – methods of tax payments  |
| 3 | 6 | 3 Adoption of by-law 537-2016 – which increases the value of the working capital fund   |
| 3 | 6 | 4 Adoption of by-law 538-2016 – which modifies and replaces by-law 448 (490-2011) regarding delegations                                   |
| 3 | 6 | 5 Adoption of by-law 541-2016 – which modifies by-law 464 which decrees the levying of a tax for the financing of emergency 9-1-1 centers |

## **Municipality of Morin-Heights**

<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	Roadblock for the Soupe populaire de la Vallée de Saint-Sauveur
4	3	2	Authorization request – La Grande Traversée (LGT)
<b>4</b>	<b>4</b>		<b>Regulations</b>
4	4	1	
<b>5</b>			<b>PUBLIC WORKS</b>
5	1		Monthly report from the Director
<b>5</b>	<b>2</b>		<b>Personnel</b>
5	2	1	
<b>5</b>	<b>3</b>		<b>Resolution</b>
5	3	1	Contract – sweeping of roads 2016
5	3	2	Contract – brushcutting 2016
5	3	3	Contract – line markings
5	3	4	Contract – patchwork paving
5	3	5	Contract – granular material 2016
5	3	6	Contract – vehicle and equipment rental 2016
<b>5</b>	<b>4</b>		<b>Regulations</b>
5	4	1	Notice of motion – By-law 542-2016 which modifies by-law 495-2012 – regarding usage of drinking water
<b>6</b>			<b>URBANISM, ENVIRONMENT AND LAND DEVELOPMENT PLANNING</b>
6	1		Monthly report from the Director
6	1	2	
<b>6</b>	<b>2</b>		<b>Personnel</b>
6	2	1	Nomination, division head, permits and inspections
6	2	2	Hiring – inspector, urbanism and environment departments
<b>6</b>	<b>3</b>		<b>Resolution</b>
6	3	1	Agreement regarding the maintenance of flowerbeds and flowers
6	3	2	Maintenance of lawn on school grounds and soccer field
<b>6</b>	<b>4</b>		<b>Regulations</b>
6	4	1	Minor derogation – lot 4 543 300 – Lac-Écho road (lot 4 543 300) : CCU 04.02.16
6	4	2	
<b>7</b>			<b>RECREATION, OUTDOOR NETWORK AND COMMUNITY SERVICES</b>
7	1	1	Monthly report from the Director
			Report from the Director, outdoor network
7	1	2	Minutes of the library committee meeting
<b>7</b>	<b>2</b>		<b>Personnel</b>
7	2	1	
<b>7</b>	<b>3</b>		<b>Resolution</b>
7	3	1	Children requiring personalized services at day camp
8			New Business
9			Question period
10			End of the meeting

### **72.04.16 APPROVAL OF THE MINUTES**

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The minutes of the regular meeting of March 9<sup>th</sup>, 2016 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 council meeting of March 9<sup>th</sup>, 2016.

### **73.04.16 DIRECTOR GENERAL'S REPORT REGARDING THE FOLLOW-UP OF DOSSIERS**

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The Director general presents Council, who acknowledge receipt, of the report regarding the follow-up of different dossiers.

## **Municipality of Morin-Heights**

### **74.04.16 EXPENSE STATEMENT**

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The list of accounts payable and accounts paid during the month of March 2016 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.

Councillor Jean Dutil studied the lists and answered questions asked by the council members.

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

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

<b>Expense statements from March 1<sup>st</sup> to 31<sup>st</sup>, 2016</b>	
Accounts to be paid	\$ 182,741.12
Accounts paid in advance	\$ 571,315.10
<b>Total purchases</b>	<b>\$ 754,056.22</b>
Direct bank payments for the month	\$ 9 542.33
<b>Total expenses</b>	<b>\$ 763,598.55</b>
<b>Net salaries</b>	<b>\$ 122,615.35</b>
<b>GRAND TOTAL (March 2016)</b>	<b>\$ 886,213.90</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.*

### **75.04.16 STATEMENT OF FINANCIAL ACTIVITIES TO MARCH 31<sup>ST</sup>, 2016**

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The Director general presents Council, who acknowledge receipt of the statement of financial activities to March 31<sup>st</sup>, 2016.

### **76.04.16 PRESENTATION OF THE 2015 FINANCIAL STATEMENTS AND AUDITOR'S REPORT**

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The Director general presents Council, who acknowledge receipt of the 2015 financial statement and of the auditor's report as well as a summary report.

The documents will be presented to the Minister of municipal affairs and land occupancy over the next few days in accordance to the provisions of the Law.

### **CORRESPONDENCE**

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The Director general reviews the correspondence for the month of March 2016. 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.

## **Municipality of Morin-Heights**

### **Correspondence received**

Comité logement abordable pour aînés de Morin-Heights : summary of meeting  
Citizens' surveys (3)  
Scouts Morin-Heights : thanks  
Cosy Corners: thanks  
Carrefour jeunesse-emploi: Pays-d'en-Haut 100% enraciné project  
S. McCullough : thanks to the MH fire department  
Canadian Heritage: approved financing  
Heritage Club: thanks  
MAMOT – refusal of financial assistance – community center  
MRC: grant refusal  
RIDR – minutes January 2016  
Tender – price request – sweeping of roads  
Tender – architects, 27, Bellevue  
Tender – gravel and stones  
Tender – equipment rental  
Tender – tracing of lines  
Tender – patchwork paving  
Tender - price request - brushcutting

### **77.04.16 2016 CONFERENCES AND SEMINARS**

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Considering that as per Article 15 of By-law 448 which decrees the regulations regarding budgetary control and the delegation of expenses pertaining to seminars and conferences, travel and representation costs therefore come under Council's jurisdiction;

Considering the credits are provided for in each department's training budget;

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

That Council authorize the registration to the following seminars along with the pertinent costs for 2016 as follows:

Association	Dates	Location	Authorized personnel	Registration fees
COMAQ	May 25-27	Malbaie	Michel Grenier	\$ 680
ACSIQ	May 20-23	Gatineau	Charles Bernard	\$ 438
AIMQ	Sept.	Victoriaville	Alain Bérubé	550 \$
ADMQ	June 15-17	Québec	Yves Desmarais	ADMQ Administrator
ADMQ	October 26-27	Val David	Yves Desmarais	\$ 275
AQLM	5 au 7 octobre	Rivière-du-Loup	James Jackson / Jonathan Savard	405 \$

That the lodging, travelling and subsistence costs be reimbursed upon presentation of receipts.

### **78.04.16 PURCHASING POLICY - UPDATE**

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Considering that the Municipality adopted a policy regarding purchasing by resolution 105.05.03;

Considering this policy must be updated;

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

That Council adopt the attached Purchasing policy dated on this day which replaces the Policy adopted in 2003.

**Municipality of Morin-Heights**

**79.04.16      POLICY PERTAINING TO TRAVEL AND REPRESENTATION**

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Considering that the municipality adopted a policy regarding travel and representation by resolution 189.08.06;

Considering this policy must be updated;

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

That Council adopt the attached travel and representation policy dated on this day which replaces the Policy adopted in 2006.

**80.04.16      POLICY AIMED AT COUNTERING PSYCHOLOGICAL HARASSMENT**

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Considering that the municipality adopted a policy aimed at countering psychological harassment by resolution 6.01.05;

Considering this policy must be updated;

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

That Council adopt the attached Policy aimed at countering psychological harassment dated on this day which replaces the Policy adopted in 2005.

**81.04.16      CONTRACT – PROFESSIONAL ARCHITECTURAL SERVICES – 27, BELLEVUE**

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Considering the administration has proceeded with tenders by way of the système électronique d'appel d'offres (SEAO) for professional architecture services at 27, Bellevue;

Considering the Municipality has received five offers which, after analysis by the selection committee, have received the following points:

NAME	POINTS
Éric Painchaud, architecte et Associées Inc.	28,59
Architecturama, Sylvain Bilodeau, architecte	27,86
Atelier Idea, Denis Désilet, architecte	25,37
Jean Damecour, architecte	21,58
TLA architectes, Benoît Lalonde	38,87

Considering the credits are provided for as per by-law number 525-2015;

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

That Council grant the contract to the lowest bidder with the best points specifically: TLA architects for professional architecture services at 27, Bellevue at the price of \$ 36,792 as per the conditions of the tender.

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

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**Municipality of Morin-Heights**

**82.04.16 MONT-PLAISANT ROAD – LOT 3 735 961**

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Considering the Municipality has approved the sale of lot 3,735,961, which represents an unbuilt section Mont Plaisant road, by resolution 116.06.15;

Considering the costs relating to Revenue Canada's intervention in this case;

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

That resolution 116.06.15 be amended to the effect that the sale be made for the sum of \$ 3,600, and if there is a resale to the neighbour of part of the lot the for maximum amount allowed be \$ 4 per square meter.

**A.M. 04.04.16 NOTICE OF MOTION  
BY-LAW 539-2016 – SNOWBLOWER SUPERVISION**

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Notice of motion is given by Councillor Leigh MacLeod that by-law 539-2016 regarding snowblower supervision will be presented at a future meeting.

The draft by-law is given to Council.

**A.M. 05.04.16 NOTICE OF MOTION  
BY-LAW 540-2016 WHICH MODIFIES BY-LAW 466 –  
METHODS OF TAX PAYMENTS**

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Notice of motion is given by Councillor Jean Dutil that by-law 540-2016 which modifies by-law 466 – methods of tax payments will be presented at a future council meeting.

**83.04.16 ADOPTION OF BY-LAW 537-2016 – WHICH INCREASES  
THE VALUE OF THE WORKING CAPITAL FUND**

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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 Jean Dutil  
And unanimously resolved by all councillors:

That by-law 537-2016 be adopted as follows:

**BY-LAW 537-2016  
WHICH INCREASES THE VALUE OF THE WORKING CAPITAL FUND**

Whereas the Municipality is equipped with a working capital fund by the adoption of By-law 377 as per Article 1094 of the Quebec municipal code;

Whereas the amount of the fund cannot exceed 20% of the credits provided for in the Municipality's current year's budget;

Whereas the Municipality may borrow from this fund, either by waiting for the collection of revenues or for the payment of a fixed assets expense;

Whereas Council intends to increase the value of the fund;

**Municipality of Morin-Heights**

Whereas a notice of motion of the present by-law was given at the regular meeting of March 9<sup>th</sup>, 2016 by Councillor Jean Dutil;

THAT THE PRESENT BY-LAW BE STATUED AND ORDAINED AS FOLLOWS:

**ARTICLE 1**

That Council allocate the amount of \$ 200,000 from the non-allocated surplus to the increase in the working capital fund, bringing its value to \$ 800,000.

**ARTICLE 2**

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

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Timothy Watchorn  
Mayor

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Yves Desmarais  
Director general /  
Secretary-treasurer

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**84.04.16      ADOPTION OF BY-LAW 538-2016 – WHICH MODIFIES  
AND REPLACES BY-LAW 448 (490-2011) REGARDING  
DELEGATIONS**

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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 Peter MacLaurin  
And unanimously resolved by all councillors:

That by-law 538-2016 be adopted as follows:

**BY-LAW 538-2016  
WHICH MODIFIES AND REPLACES BY-LAW 448 (490-2011)  
REGARDING DELEGATIONS**

*(By-law only available in French)*

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**85.04.16      ADOPTION OF BY-LAW 541-2016 – WHICH MODIFIES BY-  
LAW 464 WHICH DECREES THE LEVYING OF A TAX  
FOR THE FINANCING OF EMERGENCY 9-1-1 SERVICES**

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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 Mona Wood  
And unanimously resolved by all councillors:

That by-law 541-2016 be adopted as follows:

**Municipality of Morin-Heights**

**BY-LAW 541-2016  
WHICH MODIFIES BY-LAW 464 WHICH DECREES THE LEVYING OF A  
TAX FOR THE FINANCING OF EMERGENCY 9-1-1 SERVICES**

Considering a notice of motion does not have to precede the adoption of this by-law;

Considering the government's decision to modify the by-law as per Articles 244.68 to 244.74 of the Act respecting municipal taxation;

THAT THE FOLLOWING BE STATUED AND ORDAINED BY THE PRESENT BY-LAW, as follows:

That Article 2 of by-law 464 be replaced by the following:

“As of August 1<sup>st</sup>, 2016 a tax will be levied on telephone service for an amount of 0,46 \$ per month for each telephone service, per telephone number or, in the case of a multi-line service other than Centrex, per access line.”

The present by-law enters into effect on the publication date of a notice in this regard, that the Minister of municipal affairs and land occupancy published in the Gazette officielle du Québec.

\_\_\_\_\_  
Timothy Watchorn  
Maire

\_\_\_\_\_  
Yves Desmarais  
Directeur général /  
Secrétaire-trésorier

**86.04.16 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 March from the Director, Fire department, the list of authorized expenses for the month as per competency delegation, by-law 351.

**87.04.16 SQ ACTIVITY REPORT**

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The Director general presents council, who acknowledge receipt, of the Sûreté du Québec's March 2016 report.

**88.04.16 ROADBLOCK FOR THE SOUPE POPULAIRE DE LA  
VALLÉE DE SAINT-SAUVEUR**

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Considering that Council has received a request from the Soupe populaire de la Vallée de Saint-Sauveur regarding the organization of a roadblock within the “Semaine de Partage” theme to be held on Saturday, May 21<sup>st</sup> or Sunday, May 22<sup>nd</sup>, 2016;

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

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



## ***Municipality of Morin-Heights***

That Council authorize the the Soupe populaire de la Vallée de Saint-Sauveur to erect a roadblock at the intersection of Village and Watchorn / Lac Écho roads, on May 21<sup>st</sup> or 22<sup>nd</sup>, weather permitting, between 9:00 a.m. and 1:00 p.m.

That Council notify the Soupe populaire de la Vallée de Saint-Sauveur that they are responsible for gathering volunteers and the necessary personnel for these activities.

### **89.04.16 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 2016 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;

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 authorize the activity and notify the organizers of the Grande Traversée LGT that they are responsible for gathering volunteers and the necessary personnel for this activity.

### **90.04.16 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 March, of the list of daily calls as well as the list of expenses authorized during the month as per the delegation of competency, by-law 351.

### **91.04.16 CONTRACT – SWEEPING OF ROADS - 2016**

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Considering the administration has asked the company for an offer for services for the sweeping of roads throughout the municipality's territory on the basis of 170 hours;

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 grant the contract to Balaye-Pro Inc., for the sweeping of roads throughout the Municipality for a total of \$ 18,568.46, including taxes.

That the Director general be authorized to sign the contract and make the payments as per the price per unit, before taxes, of \$ 95 per hour and the conditions of the tender.

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**92.04.16 CONTRACT – BRUSHCUTTING 2016**

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Considering the administration has asked two companies, Entreprises N. Théorêt Inc. and Entreprise Lake Inc. for an offer for services for brushcutting over 188,010 meters throughout the municipality's territory;

Considering the municipality has received the following offers:

NOM	PRIX (taxes incluses)
Entreprises N. Théorêt Inc.	5 133,91 \$
Entreprise Lake Inc.	4 809,66 \$

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 grant the contract to Entreprise Lake Inc. for the brushcutting throughout the Municipality for a total of \$ 4,809.66, including taxes.

That the Director general be authorized to sign the contract and make the payments as per the price per meter, before taxes of \$ 22.25 and the conditions of the tender.

**93.04.16 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
Lignes Maska	

Considering the Municipality has received the following offers:

NAME	PRICE (taxes included)
Lignes Maska	\$ 24,474.43
Marquage et traçage du Québec	\$ 27,462.03

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 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 \$ 24 474.43, including taxes.

That the director general be authorized to sign the contract and make the payments as per the conditions of the tender with regards to the final estimates of quantities as stipulated in the tender.

## **Municipality of Morin-Heights**

### **94.04.16 CONTRACT – SECTIONAL PAVING WORK**

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Considering the administration has proceeded with tenders by way of the système électronique d'appel d'offres (SEAO) for sectional paving work throughout the Municipality's territory;

Considering the Municipality has received the following offers with prices per unit, before taxes:

NAME	PRICE (including taxes)
Pavage des Moulins Inc.	215 003,25 \$
Pavage Jérômien Inc.	189 248,85 \$
Asphalte Bélanger INC.	194 307,75 \$
Les Embellissements Monaco Inc.	242 091,36 \$
130247 Canada Inc. / Pavage Inter-Cité	371 944,13 \$
Uniroc Construction Inc.	215 187,21 \$
Les Entreprises Bucaro Inc.	245 299,16 \$
9299-6404 Québec Inc. / Pavage Laurentien	194 997,60 \$
Contruction Anor Inc.	228 915,23 \$

Considering the credits are provided for in the budget;

Considering that three offers do not comply with the chapter regarding ISO certification;

- Pavage Jérômien Inc.
- Les Embellissements Monaco Inc
- 9299-6404 Québec Inc. / Pavage Laurentien

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

That Council grant the contract to the lowest bidder in conformity, Asphalte Bélanger Inc. for the sectional paving work on the Municipality's territory as per the various options for the 2016 season at the above-mentioned price.

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

### **95.04.16 CONTRACT – GRANULAR MATERIAL 2016**

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Considering the Administration proceeded with a call for tenders and has invited the following companies to present offers for the supply of gravel and crushed stone for the year 2016;

Lafarge Canada Inc.
Béton Grilli Inc.
Location Jean Miller Inc.
Beauval Sable L.G.
David Riddell Excavation et transport
Les Entreprises forestières T&W Seale Inc.
Excavation Yvon Talbot Enr.
Sintra

Considering the Municipality has received offers from the following companies:

## **Municipality of Morin-Heights**

Sintra Inc.	Lafarge Canada Inc.
Entreprise Claude Rodrigue	Carrière Miller 2015
Sable L.G. Bauval Inc.	

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 authorize the Administration to call upon the services of the suppliers who have presented the lowest offer as shown in the minutes of the opening of bids which is attached herewith forming an integral part hereof.

The payment will be made after the evaluation of quantities and for the submitted price per unit.

That the delivery, if necessary, be made during regular business hours and in accordance to the nuisance by-law.

### **96.04.16      CONTRACT – VEHICLE AND EQUIPMENT RENTAL 2016**

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Considering the Administration has proceeded with a request for tenders and has invited the following companies to present offers for the short-term rental of equipment and vehicles, with operator:

Les entreprises RG Gravel	Mini excavation F. Bertrand
Transport PH Pagé	David Riddell Excavation et transport
ET Kirkpatrick Excavation	Les entreprises TW Seale
Construction Stewart	Excavations Mario Pagé
Excavation Daniel Filion	Martin Thibeault
Groulx mini-excavation	Danny Morrow Excavation
Excavation Constantineau	

Considering credits are provided for in the current budget;

Considering the following companies presented offers detailed in the minutes of the opening of bids:

Excavation Constantineau	Entreprises Claude Rodrigue Inc.
Daniel Filion Excavation	Groulx mini excavation
E&T Kirkpatrick Inc.	
Construction Stewart	

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

That Council authorizes the administration to call upon the services of the suppliers who presented the lowest offers as shown in the minutes of the opening of the bids which is attached herewith forming an integral part hereof.

That the Director, public works be authorized to call on another supplier should equipment not be available at the time it is required.

That the Director general be authorized to make the payments as per the price per unit and the conditions of the tender.

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***Municipality of Morin-Heights***

**A.M. 06.04.16 NOTICE OF MOTION – BY-LAW WHICH MODIFIES  
BY-LAW 495-2012 REGARDING USAGE OF DRINKING  
WATER**

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Notice of motion is given by Councillor Peter MacLaurin that by-law 542-2016 which modifies by-law 495-2012 regarding usage of drinking water will be presented at a future council meeting.

A copy of the draft by-law was given to Council.

**97.04.16 MONTHLY REPORT FROM THE URBANISM,  
ENVIRONMENT AND LAND DEVELOPMENT PLANNING**

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The Director general presents Council who acknowledge receipt of monthly report for March 2016 from the Director of the Urbanism, environment and land development department.

**98.04.16 NOMINATION, DIVISION HEAD, PERMITS AND  
INSPECTIONS**

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Considering the Municipality created the position of « Division head : permits and inspection » as per Council's resolution 39.02.16;

Considering the Department Director's recommendation with regards to naming Mrs. Karen Arredondo to this position;

Considering that this is a class 3 management position;

Considering this position is regulated by the Remuneration and management personnel and non-unionized professionals policy as well as the working conditions for management and non-unionized professionals;

Considering the credits are provided for in the current budget;

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

That Council name Mrs. Karen Arredondo to the position of "Division Head: permits and inspections".

That the remuneration be adjusted to Echelon 1, class 3 from January 1<sup>st</sup>, 2016.

That the remuneration attributed to this position be subject to revision at the time of the presentation of the analysis regarding salary equity.

**99.04.16 HIRING – INSPECTOR, URBANISM AND ENVIRONMENT  
DEPARTMENTS**

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Considering the Municipality created the position « INSPECTOR, URBANISM AND ENVIRONMENT » as per Council's resolution 40.02.16;

Considering that at the union SCFP, local 3950's request, the Administration has agreed that this position be unionized;

## ***Municipality of Morin-Heights***

Considering the Administration's recommendation;

Considering the credits are provided for in the current budget;

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

That Council name Mr. Dominique Jarry to the position of "inspector, urbanism and environment" at the conditions provided for in the 2015-2019 collective agreement.

### **100.04.16 AGREEMENT REGARDING THE MAINTENANCE OF FLOWERBEDS AND FLOWERS**

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Considering an agreement was entered into with Vaux VERT / Bordelac, Mr. Gilles Saulnier, to undertake work pertaining to the maintenance of flowerbeds for the 2016;

Considering the credits are available in the current budget;

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

That Council approve the terms of the agreement for which the amount is established at \$ 24,147.70, including taxes, 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.

### **101.04.16 MAINTENANCE OF LAWN ON SCHOOL GROUNDS AND SOCCER FIELD**

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Considering an agreement was entered into with Mr. Daniel Corbeil to undertake the maintenance work on grass and soccer field for the 2016 season.

Considering the credits are available in the current budget;

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

That Council approve the terms of the agreement which amount is established at \$ 24 500 including taxes which is attached herewith forming an integral part hereof and authorize 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 stipulated in the document.

### **102.04.16 MINOR DEROGATION – LAC-ECHO ROAD (LOT 4 543 300) CCU 04.02.16**

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Considering Council postponed its decision following the consultation meeting regarding the minor derogation held on March 9<sup>th</sup> by its resolution 62.03.16;

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Considering a request for minor derogation to zoning by-law 416 aimed at reducing the set-back to a waterway and the increase of the encroachment within a set-back for a new construction was presented;

Considering the members of the PAC studied the request and recommend that Council approve the requested minor derogation;

Considering the right-of-way must be regulated for lot 4 543 300 at the location of the drinking water conduit and the access road to 27, Bellevue built and developed by the Basler family which was not carried over on the titles;

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

That Council approve the derogation, specifically to reduce the set-back for a waterway, from 20 meters to 15,6 meters, for the main building and increase the maximum authorized encroachment within the set-back for a waterway, from 1,5 meters to 6,4 meters for a gallery, as stipulated in the draft development plan prepared by Richard Barry, minutes 6634, at the following conditions:

- That the servitude certificate for the passage, construction and maintenance of conduits on lot 4 543 300 be regulated – the costs of this settlement will be paid for by the Municipality and that the Mayor and the Director general be authorized to sign and pay for and in the Municipality's name;
- That a complete request for PIIA be presented for recommendation and approval;
- That a ground soil study be done in order to determine the feasibility of installing a septic system which would be in conformity will be presented for analysis.

### **103.04.16 MONTHLY REPORTS FROM THE RECREATION AND OUTDOOR NETWORK DEPARTMENT AND COMMUNITY SERVICES**

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The Director general presents Council, who acknowledge receipt, of the monthly report for the month of March 2016 prepared by the Director, recreation department and of the list of expenses as per the delegation of competency by-law 351.

The Director general presents Council, who acknowledge receipt, of the monthly report prepared by the Director, outdoor network.

### **104.04.16 MINUTES OF THE LIBRARY COMMITTEE MEETING**

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The Director general presents Council, who acknowledge receipt of the minutes of the library committee meeting dated March 7<sup>th</sup>, 2016.

### **105.04.16 CHILDREN REQUIRING PERSONALIZED SERVICES AT DAY CAMP**

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Whereas most municipalities within the MRC des Pays-d'en-Haut offer a day camp to children aged from 5 to 15 years, including a winter camp for the school break week;

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Whereas children of a municipality have always been able to register at another municipality's camp;

Whereas children with special needs require personalized care and that certain ones must be accompanied by a shadow;

Whereas municipalities agree that an agreement is needed for these children to be integrated into a day camp activities;

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

That the Municipality accept the terms of the agreement and authorize the Mayor and the Director general to sign the draft agreement for which a draft is attached herewith forming an integral part hereof.

### **QUESTION PERIOD**

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Council answers questions asked by the public.

### **106.04.16 END OF THE MEETING**

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It is proposed by Councillor Peter MacLaurin that the meeting end at 9:20 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

Nine people attended the meeting.