

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, December 14th, 2016 at which were present:

Councillor Jean Dutil
Councillor Claude P. Lemire
Councillor Mona Wood
Councillor Leigh MacLeod
Councillor Jean-Pierre Dorais

forming quorum under the chairmanship of Mayor Timothy Watchorn.

Councillor Peter MacLaurin is absent.

The Director general, Yves Desmarais, is present.

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

324.12.16 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.

That the dossier regarding the purchase of a new loader-backhoe be postponed to an adjournment meeting.

1		Opening of the council meeting in the community room at 567, Village road
2		Adoption of the agenda
3		Administration
3	1	1 Approval of the minutes
3	1	2 Director general's report regarding the follow-up of current dossiers
3	2	Finances
3	2	1 Expense statement
3	2	2 Statement of financial activities to November 30 th , 2016
3	2	3 Allocation of surplus
3	2	4 Approval of rolling fund projects
3	2	5
3	3	Correspondence
3	4	Personnel
3	4	1 Nomination of substitute mayors
3	4	2 Code of ethics – presentation of declarations for 2016
3	4	3 Presentation of the elected representative's pecuniary interest declarations
3	5	Resolution
3	5	1 2017 council meeting schedule
3	5	2
3	6	Regulations
3	6	1 Notice of motion – By-law 548-2017 – work on Village aqueduct
3	6	2
4		PUBLIC SAFETY
4	1	1 Monthly report from the Director
4	1	2 Monthly activity report from the SQ
4	2	Personnel
4	2	1
4	3	Resolution

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4	3	1	
4	4		Regulations
4	4	1	
5			PUBLIC WORKS
5	1		Monthly report from the Director
5	2		Personnel
5	2	1	Agreement – work schedule 'team B'
5	3		Resolution
5	3	1	Purchase of a new loader-backhoe
5	3	2	
5	4		Regulations
6			URBANISM, ENVIRONMENT AND LAND DEVELOPMENT PLANNING
6	1		Monthly report from the Director
6	1	2	
6	3		Resolution
6	3	1	Municipalisation of du Portageur road
6	4		Regulations
6	4	1	
7			RECREATION, OUTDOOR NETWORK AND COMMUNITY SERVICES
7	1	1	Report
7	1	2	Report from the Director, outdoor network
7	2		Personnel
7	2	1	Hiring – cross-country ski and snowshoe personnel
7	2	2	Hiring – supervision of the skating rink
7	3		Resolution
7	3	1	Renewal of the draft agreement pertaining to children requiring personalized services at day camp
7	4		Regulations
8			New Business
9			Question period
10			End of the meeting

325.12.16 APPROVAL OF THE MINUTES

The minutes of the regular meeting of November 9th, 2016 were given to members of Council, by means of the electronic assembly file folder.

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

That Council adopt the minutes of the regular meeting of November 9th, 2016 and take note of the corrections made to the following resolutions:

A.M. 09.08.16 (Notice of motion – By-law 544-2016 which modifies the good conduct and code of ethics for representatives of the Municipality of Morin-Heights adopted by by-law-2013).

239.09.16 (Adoption of by-law 544-2016 which modifies the good conduct and code of ethics for representatives of the Municipality of Morin-Heights adopted by by-law-2013).

326.12.16 DIRECTOR GENERAL'S REPORT REGARDING THE FOLLOW-UP OF CURRENT DOSSIERS

The Director general presents Council, who acknowledge receipt of the follow-up dossier regarding projects dated December 7th, 2016.

327.12.16 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of November 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.

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It is proposed by Councillor Claude P. Lemire who studied the lists and answered questions asked by the council members.

And unanimously resolved by all councillors:

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

Expense statements from November 1 st to 30 th , 2016	
Accounts to be paid	\$ 710,809.17
Accounts paid in advance	\$ 291,710.77
Total purchases	\$ 1 002,519.94
Direct bank payments for the month	\$ 6,111.44
Total expenses	\$ 1 008,631.38
Net salaries	\$ 108,308.26
GRAND TOTAL (November 2016)	\$ 1 116,939.64

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.

328.12.16 STATEMENT OF FINANCIAL ACTIVITIES TO NOVEMBER 30TH, 2016

The Director general presents Council, who acknowledge receipt of the statement of financial activities to November 30th, 2016.

329.12.16 ALLOCATION OF SURPLUS

Considering Council studied the infrastructure projects and budgetary evaluations for 2017;

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

That Council allocate the available surplus to the 2017 budget as follows:

2017 infrastructure work	\$ 195 621,00
2017 elections	\$ 36 866,00

330.12.16 APPROVAL OF THE 2017 INVESTMENT PROJECTS

Considering Council studied the requests for service with regards to the necessary investments;

Considering these investments are provided for in the 2017 triennial fixed assets program;

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

That Council approve the following projects which will be financed by the rolling fund:

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SSI	Purchase of a truck	\$ 30 000,00
PLEIN-AIR	Purchase of a shredder	\$ 20 000,00
TP	Replacement of the 1984 tanker truck	\$ 25 000,00
TP	Exchange the CAT backhoe	\$ 111 000,00
PARC	Purchase of a lawn tractor for soccer	\$ 7 000,00
PLEIN-AIR	Construction of a shelter for equipment	\$ 10 000,00
PARC	Extend the higher parking area at Lummis	\$ 20 000,00
TP	Construction of a shelter for storage	\$ 30 000,00

That the amortization period will be established at the time of the adoption of the resolution regarding the purchase.

CORRESPONDENCE

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

F. Gratton : 903, Primeroses
M. Lafleur: 40, de Cahors
D. Bayers: 93, Old Settlers west
MAMOT: comments regarding the intervention plan
CCQ: permanent employees
M. Boucher: road sharing
P. Blanchard: survey
J. Richard: garbage – 50, Chevreuil
Elections – annex PL 83
FQM: draft by-law 102
Lafarge Canada: sand
Directeur general des élections: by-law 83
MRC des Pays-d'en-Haut: Citizen's guide
MAMOT : refusal – grant for chalet Bellevue
Prévoyance envers les aînés : request for financial assistance
Akifer : offer of services
Loisirs Laurentides : Quebec games
Statistiques Canada : survey
UMQ : membership
B. Bélanger: rue Clairière
Domaine Balmoral: general meeting
Québec municipal: 2017 membership
MMQ: course calendar
Québec-Municipalités – redefining
Residual matters – November 2016
RIDR – bulletins
T. Leslie (Common's) - thanks

331.12.16 NOMINATION OF SUBSTITUTE MAYORS

Considering that in accordance with the Municipal Code, an Acting Mayor should be nominated in order to carry on duties for the Municipality in absence of the Mayor;

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

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That this Council nominate the following Councillors as substitute mayor, for a period of three months each:

Date	Name
1 ^{er} janvier – 31 mars 2017	Leigh MacLeod
1 ^{er} avril – 30 juin 2017	Jean Dutil
1 ^{er} juillet – 30 septembre 2017	Jean-Pierre Dorais
1 ^{er} octobre – 31 décembre 2017	Claude Philippe Lemire

That Council authorize that the quarterly payments of the professional fees for substitute mayor be paid once per year, around December 15th.

That Council name Councillor Claude Philippe Lemire as the Municipality's substitute representative to the Council of the MRC des Pays-d'en-Haut in the Mayor's absence.

That Council authorize the following councillors to sign bank documents in the Mayor's absence; Councillors Leigh MacLeod, Claude Philippe Lemire, Jean Dutil, Jean-Pierre Dorais, along with co-signers, Director general, Yves Desmarais and Assistant secretary-treasurer, Michel Grenier.

332.12.16 CODE OF ETHICS: PRESENTATION OF DECLARATIONS OF 2016

The Director informs Council that he has not received any declaration to the public register by a council member since the last meeting at which such an excerpt was presented, when an donation was received, a hospitality gesture or any other benefit which is not purely private in nature or which is not prohibited by the 4th paragraph of Article 6 of the Loi sur l'éthique et de la déontologie en matière municipale (known as: "Loi sur l'éthique") (c. E-15.1.0.1) and the Code d'éthique et de déontologie des élus de la Municipalité de Morin-Heights.

333.12.16 PRESENTATION OF THE ELECTED REPRESENTATIVE'S PECUNIARY INTEREST DECLARATIONS

The Director general presents Council, who acknowledge receipt of the declarations of pecuniary interests in accordance to the provisions of the Referendums and elections in municipalities Act for 2017 from all council members: Mayor Timothy Watchorn and councillors Mona Wood, Leigh MacLeod, Peter MacLaurin, Jean Dutil, Jean-Pierre Dorais and Claude P. Lemire.

334.12.16 2017 COUNCIL MEETING SCHEDULE

Considering Article 148 of the *Quebec Municipal Code* stipulates, at the beginning of each civil year, Council must establish the calendar of its regular sittings for the year, by setting the date and time for each sitting;

Consequently,

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

That the following calendar be adopted with regards to the holding of the municipal council's regular sittings for 2017 which will be held on Wednesday and will begin at 7:30 p.m.:

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January 18	July 12
February 8	August 9
March 8	September 13
April 12	October 4
May 10	November 15
June 14	December 13

That a public notice with the contents of the following calendar be published by the Director general and Secretary-treasurer, in accordance to the Act which regulates the Municipality.

A.M. 16.12.16 NOTICE OF MOTION BY-LAW 548-2017 – WORK ON VILLAGE AQUEDUCT

Notice is given by councillor Claude P. Lemire that by-law 548-2017 regarding the work for the replacement of the water distribution conduit and pertinent work on Village road along with a loan of \$ 2 724,519 in order to do so will be presented at a future council meeting.

That the total amount of \$ 1 383,679.95 from the reimbursement of the gasoline excise tax program be allocated to the project.

That the by-law be amortized over a period of 20 years and be 75% paid for by a tax on the evaluation of properties supplied by this drinking water network and 25% by a real estate tax on all properties within the municipality.

335.12.16 MONTHLY REPORT FROM THE DIRECTOR

The Director general presents Council who acknowledge receipt of the monthly report for the month of November 2016 from the Director, Fire department, the list of authorized expenses for the month as per competency delegation, by-law 351.

336.12.16 SQ ACTIVITY REPORT

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

337.12.16 MONTHLY REPORT FROM THE DIRECTOR, SERVICE DES TRAVAUX PUBLICS

The Director general presents Council who acknowledge receipt of the monthly report for the month of November, 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.

338.12.16 AGREEMENT – WORK SCHEDULE 'B'

Considering that as per Article 13.01 b) blue collars, of the collective agreement in effect, there is an evening shift at the public works department for the winter season, from December 1st to April 15th;

Considering no regular driver-labourer-operator that has shown interest in working the evening shift;

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Considering both parties agree to a pilot project for the 2016-2017 winter in accordance to Article 53 of the Loi sur les normes de travail N-1.1 which authorizes “the staggering of its employees work schedule on a basis other than weekly, on the condition that the average work hours be equivalent to the norms stipulated by Law or by-laws;

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

That Council hire Mr. Mathieu Groulx to the position of temporary labourer-driver-operator to ‘team B’ for the 2016-2017 winter season as per the terms of the letter of intent dated December 7th, 2016 and of the collective agreement in effect.

339.12.16 MONTHLY REPORT FROM THE URBANISM, ENVIRONMENT AND LAND DEVELOPMENT PLANNING

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

340.12.16 MUNICIPALISATION OF DU PORTAGEUR ROAD

Considering the company which owns Boisé du Sommet presented a request in order to have du Portageur road integrated into the municipal roads network;

Considering the work for the construction of the roads infrastructure are done in accordance to the Municipality’s Politique de construction des infrastructures and the required conditions as per resolution 297.12.15 have been met, as confirmed by Paul Mondor, project manager from Équipe Laurence, consultants in his correspondence dated November 10th, 2016;

Considering the Policy stipulates that the municipalisation of the road is accepted when there is a minimum of four buildings built with a declared value representing \$ 100,000 per one hundred meters;

Considering the value on the valuation roll of the eight properties that have been build is \$ 3 170,200, which represents a ratio of \$ 487,723 per one hundred meters;

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

That Council accept to municipalize the road.

That the following road be transferred to the Municipality, free of charge, and be integrated into the municipal roads network:

ROAD	DISTANCE	LOTS
Rue du Portageur	650 m	5 086 123

That the costs related to the purchase of the road be paid for by the developer.

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

That this road continue to be maintained during the 2016-2017 winter while the transaction is being prepared.

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341.12.16 RECREATION AND COMMUNITY SERVICES DEPARTMENT

The Director general presents Council, who acknowledge receipt of the list of expenses as per the delegation of competency by-law 351.

342.12.16 MONTHLY REPORT FROM THE DIRECTOR, OUTDOOR NETWORK

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

343.12.16 HIRING OF THE CROSS-COUNTRY SKI AND SNOWSHOE PERSONNEL

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

Considering an employee hired by resolution 288.10.16 is on sick leave;

Considering the Director, Outdoor network has presented Council with a job description regarding these positions dated December 7th , 2016;

Considering these credits are available in the 2016-2017 cross-country ski operations budget;

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

That Council authorize the hiring of the following employees at the conditions established in the "Salary policy for outdoor network employees":

Names	Position	Échelon 2017
Darren Green	Attendant, trail maintenance	9
Adrian Horn	Attendant, trail maintenance	1
Regan Moran	Attendant, trail maintenance	6

344.12.16 HIRING – SUPERVISION OF THE SKATING RINK

Considering the report prepared by the Director, Service des loisirs dated December 7th, 2016;

Considering the amounts are provided for in the Recreation department's operations budget;

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

That Council authorize the hiring of two employees for the supervision of the skating rink for the 2016-2017 winter at the conditions established in the job description attached herewith as follows:

Name	Position	Hourly rate
Roberta Hurwitz	Skating rink supervisor	\$ 17.00

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345.12.16 RENEWAL OF THE DRAFT AGREEMENT PERTAINING TO CHILDREN REQUIRING PERSONALIZED SERVICES AT DAY CAMP

Whereas most municipalities within the MRC des Pays-d'en-Haut offer a summer camp to children aged from 5 to 14 years;

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

Whereas municipalities that would like to follow these same steps, specifically, register children from another municipality to summer camp;

Whereas recent judgements rendered in Stoneham and Quebec regarding the registration of children needing a shadow;

Whereas more and more children with special needs associated to a medical diagnosis require personalized care;

Whereas municipalities recognize that is imperative for these children to be integrated into summer day camp activities;

Whereas often, these children must be accompanied by a shadow;

Whereas resolution 93.04.16;

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

That the Municipality agrees to pay the costs relating to the hiring of a shadow at the time of the registration of a child of the Municipality to the day camp of another municipality. These costs represent true costs for the hiring of the required personnel less registration fees. To these costs, administration fees may be added, representing a maximum of 15% as per the host municipality's policy.

QUESTION PERIOD

Council answers questions asked by the public.

346.12.16 END OF THE MEETING

It is proposed by Councillor Leigh MacLeod

That this meeting be adjourned to Wednesday, December 21st, 2016 at 5:00 p.m. for the following dossier:

- Purchase of a loader-backhoe

I have approved each and every resolution in these minutes

Timothy Watchorn
Mayor

Yves Desmarais
Director general
Secretary-treasurer

Seven people attended the meeting.