

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, January 20th, 2016 at which were present:

Councillor Claude P. Lemire
Councillor Leigh MacLeod
Councillor Mona Wood
Councillor Jean Dutil

forming quorum under the chairmanship of Mayor Timothy Watchorn.

The Assistant Secretary-treasurer, Michel Grenier, is present.

Councillors Jean-Pierre Dorais and Peter MacLaurin are absent.

At 7:35 p.m., the Mayor states quorum, and Council deliberates on the following dossiers.

1.01.16 ADOPTION OF THE AGENDA

It is proposed by Councillor Leigh MacLeod
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 | | Administration |
| 3 | 1 | 1 Approval of the minutes |
| 3 | 2 | Finances |
| 3 | 2 | 1 Expense statement |
| 3 | 2 | 2 Statement of financial activities to December 31 st , 2015 |
| 3 | 2 | 3 List of those indebted to the Municipality |
| 3 | 3 | Correspondence |
| 3 | 4 | Personnel |
| 3 | 4 | 1 Policy regarding work conditions for management and non-unionized professionals |
| 3 | 4 | 2 Congratulations to employees – 2015 CSST report |
| 3 | 5 | Resolution |
| 3 | 5 | 1 Congratulations – nomination of Captain Paul Charbonneau |
| 3 | 6 | Regulations |
| 3 | 6 | 1 |
| 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 Hiring - firefighter |
| 4 | 3 | Resolution |

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4	3	1	Agreement regarding first responders interventions at Ski Morin Heights
4	4		Regulations
4	4	1	
5			PUBLIC WORKS
5	1		Monthly report from the Director
5	2		Personnel
5	2	1	
5	3		Resolution
5	3	1	Contract for the collection of residual matters
5	3	2	Lease of a snow removal truck
5	3	3	Sale of the 2007 Sterling truck
5	3	4	By-law 522-2015 – Temporary acceptance of work – Watchorn area
5	4		Regulations
5	4	1	
6			URBANISM, ENVIRONMENT AND LAND DEVELOPMENT PLANNING
6	1		Monthly report from the Director
6	1	2	Minutes of the Planning advisory committee meeting
6	3		Resolution
6	3	1	Connection of a new public road – lot 3 206 512
6	3	2	Minor derogation – 434, Christievillie road
6	3	3	Toponymy – Old Settlers road
6	3	4	Subdivision plan – Bellevue road – lot 3 737 096
6	4		Regulations
6	4	1	
7			RECREATION, OUTDOOR NETWORK AND COMMUNITY SERVICES
7	1	1	Monthly report from the Director
			Report from the Director, outdoor network
7	1	2	Minutes of the library committee meeting
7	2		Personnel
7	2	1	
7	3		Resolution
7	3	1	
8			New Business
9			Question period
10			End of the meeting

2.01.16 APPROVAL OF THE MINUTES

The minutes of the regular and special meetings of December 9th, 2015 to members of Council, by means of the electronic assembly file folder.

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

That Council adopt the minutes of the regular and special council meetings of December 9th, 2015.

3.01.16 EXPENSE STATEMENT

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

Councillor Claude P. Lemire studied the lists and answered questions asked by the council members.

It is proposed by Councillor Claude Philippe Lemire
And unanimously resolved by all Councillors:

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

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Expense statements from December 1st to 31st, 2015	
Accounts to be paid	\$ 542 640,02
Accounts paid in advance	\$ 215 330,39
Total purchases	\$ 757 970,41
Direct bank payments for the month	\$ 14 252,91
Total expenses	\$ 772 223,32
Net salaries	\$ 138 788,79
GRAND TOTAL (December 2015)	\$ 911 012,11

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.

4.01.16 STATEMENT OF FINANCIAL ACTIVITIES TO DECEMBER 31ST, 2015

The Assistant Secretary-treasurer presents Council, who acknowledge receipt of the statement of financial activities to December 31st, 2015.

5.01.16 LIST OF THOSE INDEBTED TO THE MUNICIPALITY

In accordance to the specifications of Article 1022 of the Municipal Code, the Director general presents to Council the list of those indebted to the Municipality to December 31st, 2015;

Considering that Council studied the contents of the dossier;

Considering that a final notice for payment before December 11th, 2015 has been sent to the property owners before sending the dossier for collection;

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

That Council authorize the Director general to send all dossiers of those indebted to the Municipality to collection whose accounts could be prescribed to the MRC des Pays-d'en-Haut for collection and, if applicable, for the properties to be sold for non-payment of taxes.

That the Director general be authorized to bid for and in the name of the Municipality at the time of the auction sale.

CORRESPONDENCE

The Assistant Secretary-treasurer reviews the correspondence for the month of December 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.

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Correspondence received

MRC des Pays-d'en-Haut: modification to the plan
RIDR : minutes of 16.09.15
RIDR : minutes of 15.10.15
RIDR : nonconforming trips
Farmer's market : request for space
CSST: Municipality's report
RJANP: 2015 activity report
Ecocenter: 2015 statement
MAMOT: grant
PGMR: public notices – public consultation meetings
MRC des Pays-d'en-Haut: offer to manage the corridor
Soupe et compagnie: thanks
Entraide bénévole des Pays-d'en-Haut: thanks – volunteer party
B. Scott & C. Chassé: comments from new residents
École primaire Morin-Heights: thanks
A. Masciangelo: lighting in Domaine Balmoral
Survey
MRC des Pays-d'en-Haut: By-laws 313 to 322-2015
Tricentris Express: December 2015
MRC des Pays-d'en-Haut: By-law 312-2015 & notices 312, 313 and 322
Town of Sainte-Adèle: modification to the urbanism plan
Paroisse Notre-Dame-des-Pays-d'en-Haut: request for sponsorship of Syrian family
Pallia-Vie: Request for donation
Joyful noise choir: request for rehearsal space
CSST: evolution table
Entraide bénévole: receipts from benefit supper

Correspondence sent

Historical association: Bellevue chalet
B. Hunter: cross-country ski trails
M. Vallière: lighting in Domaine Balmoral
M. Bouchard & Laplante: lighting in Domaine Balmoral
V. Larouche: Watchorn road
P. Chamberland: Guénette dam
Laurentians care: letter of support
MAMOT: 2016 budget
D. Courte: Watchorn road

6.01.16 POLICY REGARDING WORK CONDITIONS FOR MANAGEMENT AND NON-UNIONIZED PROFESSIONALS

Considering that the Policy regarding work conditions for management and non-unionized professionals must be updated;

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

That Council take note of the modifications to the Policy regarding work conditions for management and non-unionized personnel and approve the version dated this day which is attached herewith forming an integral hereof.

7.01.16 CONGRATULATIONS TO EMPLOYEES – 2015 CSST REPORT

Considering the Municipality has received a report from the CSST regarding the evolution of amounts charged to our dossier for injuries which have occurred between 2011 and 2015;

Considering that no accidents have occurred within the Municipality in 2015;

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And unanimously resolved:

That Council congratulate all municipal employees for their diligence and efforts to prevent accidents and workplace injuries.

8.01.16 CONGRATULATIONS – NOMINATION OF CAPTAIN PAUL CHARBONNEAU

Considering the Director of the Sûreté du Québec, MRC des Pays-d'en-Haut division, captain Paul Charbonneau will be leaving his position as of January 25th;

Considering Mr. Charbonneau has been named to the position of officer of emergency measures at the bureau du commandant de la region Outaouais-Laurentides;

And unanimously resolved:

That Council congratulate Mr. Paul Charbonneau for his nomination, thank him for his numerous years of exceptional service and wish him much success with his new challenges.

9.01.16 MONTHLY REPORT FROM THE DIRECTOR

The Assistant Secretary-treasurer presents Council who acknowledge receipt of the monthly report for the month of December from the Director, Fire department, the list of authorized expenses for the month as per competency delegation, by-law 351 as well as the revised version of the Schéma de couverture de risques en sécurité incendie.

10.01.16 SQ ACTIVITY REPORT

The Assistant Secretary-treasurer presents council, who acknowledge receipt, of the Sûreté du Québec's December 2015 report.

11.01.16 HIRING - FIREFIGHTER

Considering that the Morin-Heights Fire Safety Department has 26 firefighters and that the credit pertaining to the remuneration are consequently provided for in the budget;

Considering that the Director, Fire Safety Department recommends to Council, the hiring of Mr. Sébastien Rodrigue as a firefighter in order to complete the team;

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

That Council authorize the hiring of Mr. Sébastien Rodrigue as a firefighter at the conditions applicable to the personnel of the Fire Safety Department.

That this individual be submitted to a trial period of three months and to a probation period of twelve months.

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**12.01.16 AGREEMENT REGARDING FIRST RESPONDERS
INTERVENTIONS AT SKI MORIN HEIGHTS**

Considering the agreement entered into with Ski Morin Heights with regards to first responders' interventions which is attached herewith;

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

That Council approve the terms of the agreement and authorize the Director general to sign the "Protocole d'intervention entre les premiers répondants de Morin-Heights et la station de Ski Morin Heights pour tous les cas" for and in the Municipality's name.

**13.01.16 MONTHLY REPORT FROM THE DIRECTOR,
SERVICE DES TRAVAUX PUBLICS**

The Assistant Secretary-treasurer presents Council who acknowledge receipt of the monthly reports for the month of December, 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.

14.01.16 CONTRACT – RESIDUAL MATTERS

Considering the Municipality proceeded with a second request for tender for the contract for residual matters pick-up for the period of May 16th to September 1st, 2016;

Considering the Municipality has received the following offers:

Compo-Recycle	\$ 99 178,99
Les Services R.C. Miller Inc.	\$ 223 597,16

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

That Council grant the contract to the lowest bidder in conformity: Services sanitaires MAJ Inc., Compo-Recycle division, in the amount of \$ 99,178.99 including taxes, for 15 pick-ups of domestic garbage on Thursdays, 8 pick-ups recyclables on Wednesdays and 3 pick-ups of large items on Fridays, as per the terms of the tender dated November 27th, 2015.

15.01.16 LEASE OF A SNOW REMOVAL TRUCK

Considering the Municipality has received an offer for the lease of a 2013 Western Star snow removal truck for a period of 3 months;

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

That Council accept the offer for the lease of a 2013 Western Star 4700 SF, from the company Camions Lussier – Lussicam Inc. for the amount of \$ 8,000 per month for a total of \$ 24,000, including taxes.

That the Director of Administrative services, Mr. Michel Grenier, be authorized to sign documents pertinent to this lease.

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16.01.16 SALE OF THE 2007 STERLING TRUCK

Considering that the Municipality intends to sell a 2007 6-wheel Sterling 9513 truck, which has become obsolete;

That Council has received an offer from Camions Lussier Lussicam;

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

That Council accept the offer from Camions Lussier Lussicam for the amount of \$ 40,000 plus taxes.

That this sale is under the condition that the buyer declares having seen the vehicle and accepts it without any guarantee.

That the Director general be authorized to sign the documents for the transfer of property.

17.01.16 BY-LAW 522-2015 – TEMPORARY ACCEPTANCE OF WORK – WATCHORN AREA

Considering the work for the replacement of the drinking water conduit in the Watchorn area undertaken by the company 9088 9569 Québec Inc.;

Considering the recommendation from Mr. Sébastien Bérubé-Martin, ing. Jr., of the firm Équipe Laurence, consultants, with regards to temporarily accepting the work and reducing the and reducing the contractual amount withheld to 5% of the work's value;

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

That council temporarily accept the work done for the replacement of the drinking water conduit in the Watchorn area and authorize the reduction of the contractual amount withheld to 5% of the value of the completed work and the payment of \$ 5,366.33.

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

The Assistant secretary-treasurer presents Council who acknowledge receipt of monthly report for December 2015 from the Director of the Urbanism, environment and land development department.

19.01.16 MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING

The Director General presents the minutes of the Planning Advisory committee meeting of December 8th, 2015;

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

That Council accept the minutes of the meeting of December 8th, 2015 and make the pertinent recommendations.

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20.01.16 CONNECTION OF NEW PUBLIC ROAD – LOT 3 206 512

Considering that steps are currently underway by developer Invesco Habitation and in discussion with the Municipality with regards to the approval of a new residential project along with the opening of a new public road;

Considering the developer and owner of the firm Invesco Habitation must obtain a road works permit from the Minister of transport authorizing the connection of this new road to Village road (route 329 south) before the final approval of the parcelling project;

Considering the engineering firm, Équipe Laurence, constants, has proceeded with the analysis of two options;

Considering the Municipality agrees with the reconfiguration of this intersection including Allen road;

Considering option 1 meets the provisions pertaining to the layout of the roads in parcelling by-law 471;

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

That the Municipality does not object to the issuance of the road works permit authorizing the projected connection of the new road as per the plans prepared by Équipe Laurence, consultants, dossier 29.56.01 dated January 13th, 2016.

21.01.16 MINOR DEROGATION – 434, CHRISTIEVILLE

- The president of the assembly opens the consultation meeting regarding the minor derogation at 7:50 p.m.
- The president of the assembly gives the floor to the Director general who reads the proposal and explains the requested derogation.
- The president of the assembly invites anyone interested who were duly convened to this meeting by public notice dated December 21st, 2015 to be heard in this dossier.

Considering that a minor derogation request to zoning by-law 416 aiming at reducing the front set-back of the accessory building (garage) in order to legalize the location submitted and presented;

Whereas the committee studied the request and recommends to Council to approve the derogation request;

Whereas a public notice was given in conformity to the law;

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

That this Council approve the derogation aiming at reducing the front setback from 7.5 meters to 1,5 meters, for the accessory building (garage) only as shown on the certificate of location prepared by surveyor Richard Barry, minutes 6586.

22.01.16 TOPONOMY – OLD SETTLERS ROAD

Considering a the administration is aware of the problem accessing properties (civic numbers and street names) in the Old Settlers, Blue Hills, Bazinet and Montfort roads and there is a need to intervene in order to ensure the citizen's safety;

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Considering there are two adjacent municipalities in this area, specifically, Saint-Adolphe-d'Howard and Wentworth-Nord;

Considering the other municipality's fire departments agree that this is a problem with regards to accessing their territory;

Considering the Planning advisory committee recommends the proposed modifications as shown on the attached plan which are recommended by the Director of the Morin-Heights Fire department, and that they be recognized and submitted to both concerned municipalities for their approval.

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

That the toponyms "Old Settlers Est", "Old Settlers Ouest" and "chemin Mayer Nest" be approved and submitted to the Commission de toponymie du Québec for approval, as shown on the presented plan.

23.01.16 SUBDIVISION PROJECT – BELLEVUE ROAD – LOT 3 737 096

Considering the Urbanism department has received a request for a parcelling permit from the owner of a subdivision project of a vacant lot into two distinct lots;

Considering that as per parcelling by-law 417, the approval of a cadastral operation must be submitted to Council in order to rule on the transfer for parks, playground and natural area purposes;

Considering the requestor owns many other properties which are crossed by the trail network which are susceptible of being subdivided for development in this area;

Considering there is interest in consolidating and protecting the trails network in this area, specifically, since a few years;

Considering many meetings have been held since 2013 between the municipal administration, the Mayor, council members and the property owner;

Considering a proposal for relocating the trails initiated by the administration for all properties in the area including the lot aimed at by the present request was presented to the requestor;

Considering that since, a final agreement has not been ratified in this dossier;

Considering a section of the Basler trail presently crosses the lot specified in this request;

Considering the trails actual layout represents approximately 8% of the subdivided lot's surface area which coincides with the percentage required as per parcelling by-law 417;

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

That Council authorize the designated representative to issue the parcelling permit for the cadastral operation as presented on the draft plan prepared by Mylène Pagé-Labelle, surveyor, minutes 47, when the transfer of part of the Basler trail that crosses the property will have been completed as per the requirements of parcelling by-law 417 instead of a monetary contribution.

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

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

The Assistant Secretary-treasurer presents Council, who acknowledge receipt, of the monthly report prepared by the Director, recreation department and of the list of expenses as per the delegation of competency by-law 351.

The Assistant Secretary-treasurer presents Council, who acknowledge receipt, of the monthly report prepared by the Director, outdoor network.

25.01.16 MINUTES OF THE LIBRARY COMMITTEE MEETING

The Assistant Secretary-treasurer presents Council, who acknowledge receipt of the minutes of the library committee meeting dated January 4th, 2016.

QUESTION PERIOD

Council answers questions asked by the public.

26.01.16 END OF THE MEETING

It is proposed by Councillor Claude P. Lemire that the meeting end at 8:00 p.m.

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

Timothy Watchorn
Mayor

Michel Grenier
Secrétaire-trésorier adjoint /
Assistant Secretary-treasurer

Six people attended the meeting.