

Municipality of Morin-Heights

**PROVINCE OF QUEBEC
ARGENTEUIL COUNTY
MRC DES PAYS D'EN-HAUT**

MINUTES

*In case of discrepancy, the French version prevails over the
English translation.*

Minutes of the regular session of the Municipal council of Morin-Heights held
at Chalet Bellevue at 27, rue Bellevue on Wednesday, December 15th, 2021
at which were present:

Councillor Claude P. Lemire
Councillor Peter MacLaurin
Councillor Leigh MacLeod
Councillor Louise Cossette
Councillor Gilles Saulnier
Councillor Carole Patenaude

forming quorum under the chairmanship of Mayor Timothy Watchorn.

The Director General, Mr. Hugo Lépine is present.

At 19:47, the Mayor states quorum, welcomes the representatives and
Council deliberates on the following dossiers;

399.12.21 ADOPTION OF THE AGENDA

It is proposed by Councillor Carole Patenaude
And unanimously resolved by all councillors:

TO ADOPT the agenda as presented by the Director general.

AGENDA

- | | |
|----------|--|
| 1 | OPENING OF THE MEETING AND WORD OF WELCOME |
| 2 | ADOPTION OF THE AGENDA |
| 3 | APPROVAL OF THE MINUTES |
| 3 1 | Minutes of the regular sitting of November 17 th , 2021 |
| 4 | DIRECTOR GENERAL'S MONTHLY REPORT |
| 4 1 | Report regarding the follow-up of dossiers |
| 4 2 | Report regarding the use of delegated power |
| 5 | FINANCES AND ADMINISTRATION |
| 5 1 | Expense statements |
| 5 2 | Statement of financial activities |
| 5 3 | Human resources |
| 5 3 1 | Obtaining of regular employee status – Mrs. Chantale Dupont |

Municipality of Morin-Heights

- 5 4 By-laws and various resolutions
- 5 4 1 Adoption – By-law (627-2021) regarding taxes, tariffs, service and compensation fees for the 2022 financial year
- 5 4 2 Presentation - Council members' declaration of pecuniary interest
- 5 4 3 Nomination of substitute mayors
- 5 4 4 Presentation – 2018-2023 action plan follow-up report
- 5 4 5 Presentation – Commission municipale audit report regarding the adoption process for municipal budgets
- 5 4 6 Presentation – Commission municipale audit report regarding the adoption process for municipalities triennial capital assets programs
- 5 4 7 Presentation and reading – Correspondence from the Commission municipale addressed to council members
- 5 4 8 Representation mandate – PFD Avocats
- 6 **PUBLIC AND FIRE SAFETY**
- 6 1 Director's monthly report
- 6 2 Sûreté du Québec police department's activity report
- 6 3 Human resources
- 6 3 1 Obtaining of regular firefighter status
- 6 4 By-laws and various resolutions
- 6 4 1 Congratulations and recognition motion – captain Tim Archibald
- 7 **PUBLIC WORKS AND INFRASTRUCTURES**
- 7 1 Director's monthly report
- 7 2 Public works, buildings and facilities
- 7 3 Environmental hygiene
- 7 3 1 Adoption - 2020 report regarding the management of drinking water
- 7 3 2 Contract – technical support – aqueduct network – Aquatech
- 7 4 Report regarding the treatment of petitions and requests
- 7 5 Human resources
- 7 5 1 Hiring – mechanic on trial basis
- 7 5 2 Obtaining of on trial status employee – Mrs. Josée Rochon
- 7 6 By-laws and various resolutions
- 7 6 1 Awarding of a contract for the purchase of a 10-wheel 2021 or 2022 truck
- 8 **URBANISM AND ENVIRONMENT**
- 8 1 Director's monthly report
- 8 2 Report regarding permits and certificates
- 8 3 Animal protection and control society's activity report
- 8 4 Minor exemptions and SPAIP
- 8 5 Human resources
- 8 5 1 Nomination of the members of the Planning advisory committee
- 8 5 2 Nomination – Environment planning advisory committee
- 8 5 3 Obtaining of on trial status employee – Mrs. Martine Major
- 8 5 4 Obtaining of on trial status employee – Mrs. Mattea Doyon
- 8 6 By-laws and various resolutions
- 8 6 1 Adoption - By-law (626-2021) modifying By-law (607-2020) regarding temporary control restricting cadastral operations to respect future directions for the new urbanism plan in order to modify the method of calculating park fee contributions as well as the norms pertaining to lot frontage
- 9 **RECREATION, CULTURE AND COMMUNITY LIFE**
- 9 1 Director's monthly report
- 9 2 Recreation
- 9 3 Culture
- 9 4 Outdoor network
- 9 5 Events
- 9 6 Human resources
- 9 6 1 Modifications to certain positions and functions within culture and community life

Municipality of Morin-Heights

- 9 6 2 Nomination of Mrs. Marilyne Lortie as coordinator, sports and events
- 9 6 3 Nomination of Mrs. Karyne Bergeron as cultural development and agent responsible of communications
- 9 6 4 Hiring of skating rinks and recreational site supervisor for the 2021-2022 winter season
- 9 6 5 Hiring of Mrs. Sandrine Gamache as library coordinator
- 9 7 By-laws and various resolutions
- 10 **MONTHLY CORRESPONDENCE**
- 11 **COUNCILLORS' DECLARATION**
- 12 **MAYOR'S REPORT**
- 13 **QUESTION PERIOD**
- 13 1 Oral questions and answers
- 13 2 Written questions and answers
- END OF THE MEETING

400.12.21 MINUTES OF THE REGULAR SITTING OF NOVEMBER 17TH, 2021

The minutes of the regular meeting of November 17th, 2021 were given to Council members, by means of the electronic assembly file folder.

It is proposed by Councillor Louise Cossette
And unanimously resolved by all councillors:

TO ADOPT the minutes of the regular meeting of November 17th, 2021;

401.12.21 DIRECTOR GENERAL'S MONTHLY REPORT

The Director general presents his monthly follow-up report as well as the report regarding the use of delegated power as per By-law (577-2019) regarding financial administration.

402.12.21 REPORT REGARDING THE FOLLOW-UP OF DOSSIERS

The Director general presents his monthly activities report.

403.12.21 REPORT REGARDING THE USE OF DELEGATED POWER

In accordance to By-law (577-2019) regarding financial administration, the Director general presents his report regarding the use of delegated power during the last month.

Municipality of Morin-Heights

404.12.21 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of November was given to Council members by means of the electronic assembly as well as the list of authorized expenses for the month as per By-law (577-2019) regarding financial administration.

Councillor Claude P. Lemire studied the dossier.

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

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

Expense statements from November 1st to 30th, 2021

Accounts to be paid	\$ 1,296,418.00
Accounts paid in advance	\$ 216,479.00
Total purchases	\$ 1 512,897.00
Direct bank payments	\$ 22,586.00
Sub-total – purchases and direct payments	1 535,483.00
Net salaries	\$ 191,425.00
<u>GRAND TOTAL (November 2021)</u>	\$ 1,726,908.00

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

The Mayor and the Director general are authorized to make the appropriate payments;

405.12.21 STATEMENT OF FINANCIAL ACTIVITIES

The Director, Finance and administration presents Council who acknowledges receipt of the statement of financial activities to November 30th, 2021 and gives a summary.

406.12.21 OBTAINING – REGULAR EMPLOYEE STATUS – MRS. CHANTALE DUPONT

WHEREAS THAT Mrs. Chantale Dupont was hired as a temporary salaried employee as accounting clerk on May 12th, 2021;

CONSIDERING Mrs. Dupont's positive evaluation done by the Director, finance and administrative services in this regard;

Municipality of Morin-Heights

It is proposed by Councillor Claude P. Lemire
IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO AUTHORIZE Mrs. Chantale Dupont's change of status in order for her to obtain the title of accounting clerk, a regular salaried employee position with all of the pertinent benefits included in the collective agreement and policies in effect;

**407.12.21 ADOPTION – BY-LAW (627-2021) REGARDING TAXES,
TARIFFS, SERVICE AND COMPENSATION FEES FOR THE
2022 FINANCIAL YEAR**

The Director general presents the draft by-law and gives a summary of the by-law and informs Council about the adoption procedure.

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

TO ADOPT the French and English versions of By-law (627-2021) regarding taxes, tariffs, service and compensation fees for the 2022 financial year as follows:

**By-law 627-2021
Regarding taxes, tariffs, service and compensation fees
for the 2022 financial year**

WHEREAS Council adopted the Municipality's budget for the financial year beginning January 1st, 2022 in the amount of \$ 12,314,007 ;

WHEREAS it is necessary to decree the real estate tax and special rates as well as the compensations for the year 2022;

WHEREAS the Municipality does not intend on taking advantage of the provisions of section 111.4 of the Act respecting municipal taxation, LRQ, c. F.2.1 with regards to the variety of real estate tax rates;

WHEREAS a notice of motion was given at the regular meeting of November 17th, 2021 by Councillor Claude-Philippe Lemire;

WHEREAS the draft by-law was presented with the notice of motion;

CONSEQUENTLY, the municipal council decrees the following:

Municipality of Morin-Heights

CHAPTER 1 GENERAL TAXES

1. *General real estate tax* – A general real estate tax at the rate of \$ 0,6540 per \$ 100,00 evaluation is charged by the present by-law and will be levied on all of the municipality’s taxable properties as per their valuation as written in the assessment roll in effect.

CHAPTER 2 SERVICE TARIFFS

SECTION 1 RESIDUAL MATERIAL SERVICES MANAGEMENT

2. *Tariff relating to residual material for residential properties* – An annual tariff of \$ 268 per occupied residential unit is charged by the present by-law and levied to the owner for the management of residual material service.

This tariff is established for the collection of a 360 L bin for ultimate residual material, a 360 L recycling bin and a 240 L compost bin.

3. *Tariff relating to residual material for non-residential properties* – An annual tariff per non-residential occupied unit for normal collection, is by the present by-law, levied and charged to the owner with regards to the management of ultimate residual material.

The annual tariff established as per the number of bins used, up to a maximum of five bins per service, is levied and charged to the owner with regards to the management of residual material.

Ultimate residual material	1 st bin	\$ 268
	2 nd bin	\$ 320
	Each additional bin	\$ 320

Additional bin for composting : \$ 41

4. *Tariff regarding residual material for non-residential properties* – Non-residential properties that generate a higher quantity than 5 bins of either ultimate residual material or recyclables, must be equipped with containers.

Collections are done at the same frequency as the collection for residential properties. Should normal collections be insufficient, the property owner will have to make arrangements with the contractor and pay the excess costs.

An annual tariff established as per the size of the container is levied and charged to the property owner with regards to the management of residual matters and recyclable services.

Municipality of Morin-Heights

Ultimate residual maters	4 yards	\$ 1 850
	8 yards	\$ 3 650

5. **Non-residential units which are not serviced** – The owner of a commercial, industrial and institutional unit may exempt his property from the service tax if the property owner shows annual contractual proof, before November 1st of each year, with regards to his property obtaining a similar service for the collection of ultimate residual material, recyclable and compost material for each unit which is not serviced by a private contractor.

The document must indicate the tonnage of ultimate residual material and recyclables generated per non-residential unit exempt from the tax.

SECTION 2 TARIFFS RELATING TO DRINKING WATER DISTRIBUTION

6. **Residential tariff** – An annual tariff of \$ 303 per occupied unit used for residential purposes, supplied by one of the municipal drinking water distribution networks is by the present by-law levied and charged to the owner.

7. **Tariffs relating to drinking water for non-residential properties** - An annual tariff per occupied unit used for the following purposes served by one of the aqueduct networks is by the present by-law levied to the property owner.

➤ Inn, B&B, hotel, motel, rooming or boarding homes with less than 6 rooms	\$ 600
➤ Inn, B&B, hotel, motel, rooming or boarding homes with 6 to 11 rooms	\$ 1 500
➤ Inn, B&B, hotel, motel, rooming or boarding homes with more than 12 rooms	\$ 4 809
➤ Spa	\$ 3 750
➤ Restaurant, caterer	\$ 1 053
➤ Automatic laundromats, nurseries, cleaners	\$ 3 750
➤ Office	\$ 387
➤ Garage	\$ 1 053
➤ Factory, business with more than 2,000 square meters	\$ 1 600
➤ Other commercial purposes	\$ 324
➤ Private and commercial pool	\$ 200

8. **Tariff per cubic meter for non-residential properties** - The owner of a commercial, industrial and institutional unit may exempt his property from the service tax stipulated in Articles 2.2.1 and 2.2.2 by installing, at his own costs, a water meter approved by the Municipality.

Municipality of Morin-Heights

In this event, a tariff of \$ 1.75 per cubic meter is levied by the present by-law and charged to the owner of any non-residential property equipped with a meter which registers the consumption of drinking water. The minimum annual tariff is the same as a unit used for residential purposes.

SECTION 3 TAXATION

9. ***Multipurpose uses*** – An occupied unit used for many purposes will be charged for each use.

10. ***Property*** – Tariffs for water supply and garbage and recycling collection are charged to the owner of the property which is supplied and are comparable to the real estate tax levied on the property on which they are due in accordance to Article 96 of the Municipal powers Act (RLRQ. Ch. C-47.1).

CHAPITRE 3 INFRASTRUCTURE TAXES ON DRINKING WATER NETWORKS

SECTION 1 Village drinking water network

11. ***Sector tax*** – A special tax at the rate of \$ 0,1278 per \$ 100 evaluation is charged by the present by-law and will be levied on all taxable properties served by the Village aqueduct network as per their valuation as written in the assessment roll in effect.

12. ***Legal basis*** - This tax is levied as per borrowing by-laws 221-96, 314, 334, 368, 392, 421, 433, 451, 491 and 522 and 548.

SECTION 2 Alpino drinking water network

13. ***Sector tax*** – A special tax at the rate of \$ 0,1379 per \$ 100 evaluation is charged by the present by-law and will be levied on all taxable properties served by the Alpino aqueduct network as per their valuation as written in the assessment roll in effect.

14. ***Legal basis*** - This tax is levied as per borrowing by-laws 367, 402 and 452.

Municipality of Morin-Heights

SECTION 3 Beaulieu drinking water network

15. ***Sector tax*** – A special tax at the rate of \$ 0,1475 per \$ 100 evaluation is charged by the present by-law and will be levied on all taxable properties served by the Beaulieu aqueduct network as per their valuation as written in the assessment roll in effect.

16. ***Legal basis*** - This tax is levied as per borrowing by-laws number 366, 404 and 454.

SECTION 4 Balmoral drinking water network

17. ***Sector tax*** – A special tax at the rate of \$ 0,4940 per \$ 100 evaluation is charged by the present by-law and will be levied on all taxable properties served by the Balmoral aqueduct network as per their valuation as written in the assessment roll in effect.

18. ***Legal basis*** - This tax is levied as per borrowing by-laws number 400, 444 and 477.

SECTION 5 Bastien drinking water network

19. ***Sector tax*** – A special tax at the rate of \$ 0,1670 per \$ 100 evaluation is charged by the present by-law and will be levied on all taxable properties served by the Bastien aqueduct network as per their valuation as written in the assessment roll in effect.

20. ***Legal basis*** - This tax is levied as per borrowing by-laws number 387, 403 and 453.

SECTION 6 Salzbouurg drinking water network

21. ***Sector tax*** – A special tax at the rate of \$ 0,1607 per \$ 100 evaluation is charged by the present by-law and will be levied on all taxable properties served by the Salzbouurg aqueduct network as per their valuation as written in the assessment roll in effect.

22. ***Legal basis*** - This tax is levied as per borrowing by-law number 154-92, 365 and 405.

Municipality of Morin-Heights

CHAPTER 4 LOCAL IMPROVEMENT TAXES

SECTION 1 Municipalisation of Petite-Suisse road

23. ***Local improvement*** – A special tax at the rate of \$ 0,1457 per square meter and at the rate of \$ 8,2722 per meter of frontage is charged by the present by-law and will be levied on all taxable properties on Petite-Suisse road that benefit from the roads construction work as per the frontage surface area as shown on the assessment roll in effect.

24. ***Legal basis*** - This tax is levied as per borrowing by-law 423 and are excluded, all properties whose owner paid his share in cash.

SECTION 2 Municipalisation of des Huarts and des Outardes roads

25. ***Local improvement*** – A special tax at the rate of \$ 22,7000 per meter of frontage is charged by the present by-law and will be levied on all taxable properties on des Huarts and des Outardes roads that benefit from the road construction and paving as per the frontage surface area as shown on the assessment roll in effect.

26. ***Legal basis*** - This tax is levied as per borrowing by-laws number 435 and 456.

SECTION 3 Paving of Dwight road

27. ***Local improvement*** – A special tax at the rate of \$ 0,0220 per square meter and at a rate of \$ 2,6000 per meter of frontage is charged by the present by-law and levied on all taxable properties on Dwight road that benefit from the road construction and paving as per the frontage surface area as shown on the assessment roll in effect.

28. ***Legal basis*** - This tax is levied as per borrowing by-law number 462 and are excluded, all properties whose owner paid his share in cash.

SECTION 4 Municipalisation of Lac Théodore road

29. ***REPEALED***

30. ***REPEALED***

Municipality of Morin-Heights

SECTION 5 Sommet Morin Heights aqueduct

31. ***Local improvement*** – A special tax at the rate of \$ 10,931.91 on the Sommet Morin Heights property is charged by the present by-law and levied as per the work for the connection of the Sommet Morin Heights network to the Village drinking water network.

32. ***Legal basis*** -This tax is levied as per borrowing by-law number 552, as modified by by-law 591-2020.

SECTION 6 Domaine Balmoral Lighting

33. ***Local improvement*** – A special tax at the rate of \$ 83,7800 per property is charged by the present by-law and levied on all taxable properties that benefit from the lighting on Augusta, Balmoral and Glen Abbey roads, as stipulated in the pertinent by-law.

34. ***Legal basis*** - This tax is levied as per borrowing by-law number 556.

SECTION 7 Lac-Peter dam

35. ***Local improvement*** – A special tax at the rate listed below is charged by the present by-law and will be levied as per the parameters defined as per the location of the taxable properties on one of the following basins:

Basin 1	0,0765 (55 %)
Basin 2	0,0365 (35 %)
Basin 3	0,0162 (10 %)

36. ***Legal basis*** - This tax is levied as per by-law number 566.

SECTION 8 Lac Corbeil dam

37. ***Local improvement*** – A special tax at the rate of \$ 305,2900 per property is charged by the present by-law and will be levied on all taxable properties bordering Lac Corbeil.

38. ***Legal basis*** - This tax is levied as per by-law number 443.

Municipality of Morin-Heights

SECTION 9 Paving – Doral sector

39. *Local improvement* - A special tax at the rate of \$ 295.0600 per property is charged by the present by-law and will be levied on all taxable properties that benefit from the paving work on Doral, Grand Cypress, Pinehurst and Riviera roads.

40. *Legal basis* - This tax is levied as per borrowing by-law number 476.

SECTION 10 Lac Alpino dam

41. *Local improvement* - A special tax per \$ 100 evaluation is established for each of the five basins part of by-laws 475 and 485 and by the present by-law and will be charged and levied to each taxable property as per their evaluation, as stated on the assessment role in effect:

Basin 1:	0,0520 \$
Basin 2:	0,1341 \$
Basin 3:	0,2081 \$
Basin 4:	0,3994 \$
Basin 5:	0,6522 \$

SECTION 11 Paving – Domaine Balmoral

42. *Local improvement* - A special tax at the rate of \$ 376,0400 per property is charged by the present by-law and will be levied on all taxable properties that benefit from the paving work on Augusta, Balmoral and Glen Abbey roads.

43. *Legal basis* - This tax is levied as per borrowing by-law number 500.

SECTION 12 Paving – Domaine des Bories

44. *Local improvement* - A special tax at the rate of \$ 370,1500 per property is charged by the present by-law and will be levied on all taxable properties that benefit from the paving work on des Bories, Cahors, Chauvenet and de la Savoie roads.

45. *Legal basis* - This tax is levied as per borrowing by-law number 513.

Municipality of Morin-Heights

SECTION 13 Municipalisation – des Trois-Pierre road chaining 250 +

46. ***Local improvement*** – A special tax at the rate of \$ 0,1273 per square meter at the rate of \$ 9,6335 per meter of frontage is charged by the present by-law and will be levied on all taxable properties on des Trois-Pierre road, chaining 250 + that benefit from the construction and paving work as per the surface area and frontage as shown on the assessment role in effect.

47. ***Legal basis*** - This tax is levied as per borrowing by-law number 488.

SECTION 14 Paving – des Trois-Pierre road chaining 0-250

48. ***Local improvement*** - A special tax at the rate of \$ 227,7500 per property is charged by the present by-law and will be levied on all taxable properties that benefit from the paving work on des Trois-Pierre road, chaining 0-250.

49. **Legal basis** - This tax is levied as per borrowing by-law number 530.

SECTION 15 Paving – Bob-Seale road

50. ***Local improvement*** – A special tax at the rate of \$ 0,0706 per \$ 100,00 evaluation is charged by the present by-law and will be levied on all taxable properties that benefit from the paving work on Bob-Seale road, as per the value as shown on the assessment role in effect.

51. **Legal basis** - This tax is levied as per borrowing by-law number 526.

SECTION 16 Aqueduct – Voce road

52. ***Local improvement*** – A special tax at the rate of \$ 0,1816 per \$ 100,00 evaluation is charged by the present by-law and will be levied on all taxable properties served by the drinking waterline on Voce road as per their evaluation of the assessment role in effect.

53. ***Legal basis*** - This tax is levied as per borrowing by-law 527.

Municipality of Morin-Heights

SECTION 17 Aqueduct - Ski Morin Heights

54. ***Local improvement*** – A special tax at the rate of \$ 182.00 per property is charged by the present by-law and will be levied on all taxable properties on des Hauteurs, Primeroses and Bennett roads that benefit from the work pertaining to the Ski Morin Heights drinking water connection to the Village drinking water network.

55. **Legal basis** – The tax is levied as per borrowing by-law 517.

SECTION 18 Aqueduct - Sommet Morin Heights

56. ***Local improvement*** – A special tax at the rate of \$ 47,009,36 on the Sommet Morin Heights property is charged by the present by-law and will be levied as per the Ski Morin Heights connection work to the Village drinking water network.

57. **Legal basis** – This tax is levied as per borrowing by-law 517.

SECTION 19 Lighting – Doral area

58. ***Local improvement*** – A special tax at the rate of \$ 109.1300 per property is charged by the present by-law and will be levied on all taxable properties that benefit from the lighting work on Doral, Grand Cypress, Pinehurst and Riviera roads.

59. **Legal basis** – This tax is levied by borrowing by-law 546.

CHAPTER 5 COMPENSATIONS

60. ***Calculation of the compensation*** – A compensation for municipal services at the rate of 60 ¢ per \$ 100 valuation is charged and levied to the owners of a property mentioned in paragraphs 4, 5, 10 or 11 of Article 204 of the *ACT RESPECTING MUNICIPAL TAXATION* and at the rate of 60 ¢ per \$100 valuation of property owners aimed at in paragraph 12 of Article 204 of the above mentioned Act, in accordance to Article 205 of said Act.

61. **Payment** – This compensation is payable and collected at the same time and in the same way as the general real estate tax.

Municipality of Morin-Heights

CHAPITRE 6 MUNICIPAL SERVICES TARIFFS

62. *Public works* – The following tariffs are decreed for the use of equipment and services as follows:

1. Équipement without an operator:

Service truck	\$ 44 / hour
6 wheel truck	\$ 55 / hour
Street sweeper	\$ 95 / hour
Backhoe	\$ 75 / hour
Truck with snow removal equipment	\$ 95 / hour
10 wheel truck	\$ 67 / hour
Grader	\$ 100 / hour
Loader on wheels	\$ 65 / hour
Mechanical shovel	\$ 130 / hour
Tractor for sidewalks	\$ 50 / hour
Shovel on wheels 318	\$ 110 /hour
Snowblower	\$ 160 /hour

When equipment is rented to an individual, the operator’s time is added.

2. Light equipment without an operator :

Value at purchase	Tariff
Less than \$ 500	\$ 68 / day
From \$ 501 to \$ 1 000	\$ 101 / day
From 1 001 \$ to \$ 2 000	\$ 170 / day
From 2 001 \$ to \$ 5 000	\$ 203 / day
Over \$ 5 000	\$ 338 / day

3. Aqueduct connection:

For a water entrance of 19 mm (¾ of an inch)	2 200,00 \$
For a water entrance of 25,4 mm (1 inch)	2 400,00 \$
For a water entrance of 38,1 mm (1 ½ inch)	2 600,00 \$
For a water entrance of 50,8 mm (2 inch)	2 500,00 \$

When connection work involves the reconstruction of a sidewalk of a sidewalk or roadside, the cost is adjusted as per paragraph 4 of Article 3.

At locations where there are no existing aqueduct entrances in the road, for a juxtaposed semi-detached family home, two aqueduct entrances are required. The connection tariff is same as for an entrance increased by 500 \$.

Municipality of Morin-Heights

At locations where there is an existing aqueduct entrance in the road, for a juxtaposed or superposed family home, a 'Y' connection will be done and the tariff is \$ 300.

If the water entrances is a diameter superior to 50,8 mm (2 inch), the connection will be billed as per the cost price of the material, of labour and the necessary equipment by adding the applicable taxes.

For connections with a diameter superior to 50,8 mm (2 inch), the municipality reserves the right to require that the requestor undertake the connection work under the Municipality's supervision.

In order to do so, costs of \$1,500 are billed to the applicant to cover the costs of the supervision and the re-surfacing, one year later.

If, during the work, the municipality finds rock, the connection costs will be increased by amounts listed by the municipality to remove this rock (i.e. dynamite, etc.).

All connections must be done under pressure.

« The only authorized material for water entrances of 50,8 mm (2 inches) and less : type K copper; for a water entrance of 50,8 mm (2 inches) and more : class DR18 PVC ;and for a sewer entrance: class SDR28 PVC ».

When replacing an aqueduct entrance, if this entrance is not a sufficient dimension, the above-mentioned tariffs apply.

However, if the aqueduct pipe is galvanized, the Town will replace it at no cost.

The only permitted dimension for an aqueduct entrance for single family and two family homes is 19mm (3/4 inch).

4. Repairs to sidewalks and roadsides

For any repairs or reconstructions to sidewalks or roadsides, the required amount is established per linear meter and represents the true costs of the work, increased by 15% for supervision. The minimum cost is \$ 250 per linear meter for the sidewalk and \$ 150 per linear meter for the roadside.

5. Water analysis

Any municipal taxpayer who would like to use water analysis services supplied by the Municipality in order verify the quality of the water which supplies their residence, must pay the true amount of the analysis plus a minimum of one hour for the employee's time.

Municipality of Morin-Heights

This service is available for residences which are not supplied by a municipal or private aqueduct.

The amount of the present article is payable in advance at the municipal office and the invoice is increased by 15% for administrative costs.

6. Sale of water

The sale of drinking water is done at the tariff of \$ 10 per 1 000 litres as per the availability. The delivery cost is additional.

The invoice is increased by 15% for administrative costs.

7. Storage

When the municipality must store furniture, equipment, vehicles or other such items on its property, for any reason, an amount of \$ 30 per day will be charged to the owner of said items.

When the Municipality must also transport items mentioned in the previous paragraph, the amount which will be charged to the owner will be increased by the amount of the tariff stipulated for the equipment used.

When the Municipality must transport or store items mentioned in in the previous paragraph by a private contractor, the amount which will be charged to the owner will be the amount of the true costs as invoiced by said contractor, increased by 15 % for administrative costs.

The owner may claim his goods by beforehand, paying the costs mentioned in the present article to the municipal office.

63. *Fire department* – The following tariffs are decreed for the use of equipment or services as follows:

1. Vehicles and equipment excluding labour

The following tariffs are payable to use the following vehicles and equipment:

Tanker	\$ 250 / hour
Pumper truck	\$ 250 / hour
Rescue unit	\$ 150 / hour
Service vehicles	\$ 50 / hour
Off-road vehicles	\$ 50 / hour
Thermal camera	\$ 100 / hour
Four gas detector	\$ 50 / hour
Pumps	\$ 50 / hour
Extrication tools	\$ 500 / hour
Non-sustainable goods	True cost

Municipality of Morin-Heights

A minimum of one hour per vehicle dispatched to the location of intervention is payable and invoiced.

Costs related to manpower are payable as per the provisions of the collective agreement in effect between the firefighters and the Municipality.

2. Tariffs payable for non-residents

The following tariffs are payable and invoiced for a preventive or to fight a fire for a property owner which is a non-resident of the municipality:

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

64 . ***Recreation, culture and community life*** – The following tariffs are decreed for the use of equipment or services as follows:

1. Use of municipal halls

Tariffs for the use of halls are those established in the Policy pertaining to the use of the municipal halls adopted occasionally by Council’s resolution.

2. Library fees

The following annual tariffs regarding the use of the municipal library’s services are levied:

Residents of Morin-Heights FREE Non-residents Adults \$ 40 Students (13 to 18 yrs) \$15 Children (12 yrs and less) FREE Family \$ 55

These tariffs are non-refundable.

The cost of replacing lost cards is \$ 2.

Municipality of Morin-Heights

3. Cross-country skiing and other winter sports

Products / Services	Tariff 2021-2022	Rebate 5 \$ Nov. 14
SEASON PASS		
Cross-country ski, snowshoe and winter cycling passes		
Adult res. M-H	50,00 \$	
Club Fondeurs Laurentides/J'aime l'hiver	85,00 \$	0 \$
Adult res. MRC des PDH	105,00 \$	100 \$
Adult non-res.	120,00 \$	115,00 \$
Students (18-22 yrs) & Seniors res. M-H (65 yrs and over)	30 \$	25 \$
Students & Seniors, residents of MRC des PDH	75,00 \$	70 \$
Students & Seniors, non-residents of MRC des PDH	95,00 \$	90,00 \$
Snowshoe and winter cycling passes		
Adult res. M-H, with citizens card	FREE	
Adult res. MRC des PDH	50,00 \$	45,00 \$
Adulte non-res.	55,00 \$	50,00 \$
Children res. M-H (17 yrs and under)	FREE	
Students (18-22 yrs) & Seniors res. M-H (65 yrs and over)	FREE	
Students & Seniors, residents of MRC des PDH	35,00 \$	25,75 \$
Students & Seniors, non-residents of MRC des PDH	35,75 \$	30,75 \$

DAILY TICKET		
Cross-country ski		
Adult	17,00 \$	N/A
Seniors (65 yrs and over) and students (13-22 yrs)	14 \$	N/A
Students (18 to 22 yrs) & Seniors residents M-H (65 yrs and over)	7 \$	
Children Morin-Heights 17 yrs and under	FREE	
Children (17 yrs and under)	FREE	
Snowshoe & winter cycling		
Adult	9,00 \$	N/A
Seniors (65 yrs and over) and students (18-22 yrs)	6,25 \$	N/A
Children Morin-Heights 12 yrs and under	FREE	N/A
Children (12 yrs and under)	FREE	
Res. M-H with citizens card	FREE	

Groups (12 paying people + free)		
Adults		
Cross-country ski (\$16,25 - 25%)	13,00 \$	N/A
Snowshoe and winter cycling (8,25-25%)	7,00 \$	N/A
Seniors (65 yrs and over) and 18-22 yrs (Schools or groups)		
Cross-country ski	10,75 \$	N/A
Snowshoe and winter cycling	6 \$	N/A
School (17 yrs and under)	free	N/A

Municipality of Morin-Heights

EQUIPMENT RENTALS	13 yrs and over	12 yrs and under
<i><u>Cross-country ski</u></i>		
Complete equipment	27,00 \$	20,00 \$
Cross-country ski	18,00\$	14,00 \$
Boots	14,00\$	11,00 \$
Poles	6,00\$	6,00 \$
<i><u>Crampons</u></i>	8,00\$	5,50 \$
<i><u>Snowshoe</u></i>	20,00 \$	12,00 \$
20% rebate on group rentals for a minimum of 10 equipment rentals at the regular price		
Card	FREE	

4. Seasonal use of the outdoor network’s bike trails

The following annual seasonal tariffs are imposed for the use of the outdoor networks’ bike trails during the spring, summer and fall:

- 13 to 17 yrs, resident of Morin-Heights Free
- 18 to 22 yrs, resident of Morin-Heights, student \$12.50
- 18 to 64 yrs, resident of Morin-Heights \$ 35.00
- 65 yrs and over, resident of Morin-Heights \$ 12.50
- 13 to 17 yrs, resident of the MRC des PDH \$ 40.50
- 18 to 22 yrs, resident of the MRCPDH, student \$ 40.50
- 18 to 64 yrs, resident of the MRCPDH \$ 55.00
- 65 yrs and over, resident of the MRCPDH \$ 40.50
- 13 to 17 yrs, non-resident \$ 53.25
- 18 to 22 yrs, non-resident, student \$ 53.25
- 18 to 64 yrs, non-resident \$ 65.00
- 65 yrs and over, non-resident \$ 53.25.

5. Citizen cards with options

It is decreed that residents and property owners within Morin-Heights have the right to have a citizen card, free of charge, which will provide the following benefits:

- Access to Lummis park;
- Access to des Bouleaux park;
- Access to tennis and pickleball;
- Annual option for mountain bike for \$ 35;
- Annual option for cross-country skiing for \$ 50.

6. Tariff for access to Lummis park

A daily fee of \$ 5 is imposed for anyone, non-resident nor property owner within Morin-Heights in order to have access to Lummis park.

Municipality of Morin-Heights

7. Daily use of the outdoor network bike trails

The following daily fee is imposed for the use, during the spring, summer and fall, of the outdoor network bike trails : \$ 5 for anyone over 15 years of age, not a property owner nor resident of the Municipality.

65. *Urbanism and Environment* – The following tariffs are decreed for the use of equipment or services as follows:

1. Professional fees

Any requests for modification of a by-law are subject to a fee of \$3,000 payable at the time of the presentation of the request and is non-refundable.

Expenses are added to these fees. These expenses are spent on publication costs of public notices, true costs of preparing the modifications of the by-law, including professional fees incurred for the preparation of texts, maps and public notices as well as the costs of reproduction and reprography, if necessary.

The Municipality may, without being penalized, cease any adoption procedure for any regulation modification issued from a request mentioned in paragraph 1, item1 of Article 65 should the municipal council estimate that the content of such a modification is contrary to public interest.

2. Tariffs

The following tariffs in order to obtain a permit or a certificate apply with regards to any building, be it residential, commercial, industrial or institutional.

New Construction

Residence	\$ 300
Additional dwelling	\$ 100
Building other than residential	\$ 500 + \$2 / 1,000 of work evaluation
Refundable deposit upon presentation of the certification of location	\$ 300 refundable upon receipt of the certificate of location, non refundable if the document has not been forwarded 18 months following the issuance of the permit

Municipality of Morin-Heights

Extension

Residential	\$ 100
Additional dwelling	\$ 100
Building other than residential	\$ 100 + \$2 / \$ 1,000 of work evaluation

Renovation

Residential	\$ 75
Building other than residential	\$ 200

Accessory building

Construction of accessory building other than residential	\$ 100
Renovation, modification, extension of accessory building other than residential	\$ 75
Construction, residential, 25 m² and more	\$ 75
Construction, residential, less than 25 m²	\$ 50
Renovation, extension or modification of a residential accessory building	\$ 50

Construction of an entrance

Deposit for the installation of an entrance culvert of the construction of an entrance This deposit is refundable after certificate of technical services	\$ 1,000
Authorization certificate	\$ 200

Road construction

Request for an authorization certificate	\$ 500 + \$ 2 / linear meter + \$5,000 for refundable deposit after receipt of the TQC report, attestation, servitudes, technical description and certificate of location
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Other permits and certificates

Tree cutting	\$ 0, (no cost) or \$ 10 for tree cut in front yard but \$ 0 if tree is replaced
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Municipality of Morin-Heights

Commercial tree cutting	\$ 400
Change of usage, new or addition	\$ 50
Construction or modification of a septic installation	\$ 120 and \$ 300 deposit refundable upon presentation of the inspection report from a professional non refundable if document is presented 18 months after the issuance of the permit
Replacement of the septic tank only	\$ 100 + \$ 300 refundable deposit upon receipt of the drilling report but non refundable if the document is presented 18 months after the issuance of the permit
Fence or wall	\$ 35
Peddling	\$ 40
Backfill or excavated material	\$ No cost
Building relocation	\$ 50 and \$ 500 deposit if relocated off of property or on road
Joining to aqueduct and connection	\$ 2,200 for the joining and \$ 200 for the connection
Demolition	\$ 35 for accessory building and \$ 50 for main building with deposit of \$ 1,000 refundable at the end of work after cleanup
Signs	\$ 50 / sign
Gallery, patio, balcony, 3-season veranda	\$ 50
Temporary use	\$ 50
Garage sale	\$ No cost
Work along riverbanks and coastline	\$ 50
Pool: above ground or in-ground	\$ 50
Mobile home	\$ 200 installation or replacement
Modification to plans, tender or previously approved document	50% of initial permit cost
Renewal of permit or certificate	Initial cost of permit
Urbanism requests	
Minor exemption	\$ 600
PIIA request	\$ 200
Modification to the urbanism plan	\$ 5 000
SCAOPI	\$ 5000, \$ 2 000, refundable if refused by Council before the first publication for public consultation

Municipality of Morin-Heights

Conditional usage	\$ 500
Subdivision and cadastral operation	
Cadastral operation (less than 5 lots)	\$ 100 for basic + \$ 50 per created lot
Cadastral operation (more than 5 lots)	\$ 1000 for basic + 50 per created lot
Miscellaneous	
Copy of completed urbanism by-law	\$ 150
Exemption for parking area	\$ 1000 / lot
CITQ attestation	\$ 300 deposit refundable when permit is issued
	\$ 35
Information letter regarding septic installations	

Reimbursement policy

Deposits are refunded upon receipt of all required documents and is only granted for a period of 18 months following the issuance of the authorization certificate or permits.

66. Finances and administration – The following tariffs are decreed for the use of equipment or services as follows :

1. Facsimile

Anyone who would like to use the municipal services of a fax to send or receive a personal document may do so by beforehand paying the following tariffs at the municipal office:

Services	Tariff
Document sent within Canada	\$ 3 / page
Document sent outside of Canada	\$ 5 / page
Document received	\$ 0,75 / page

2. Photocopies

The cost of photocopying a document other than within a request to access documents is of \$ 1 for each copied page.

In the case of a request to access documents, the tariff is set as per the Quebec government’s regulation pertaining to the Act respecting access to documents held by public bodies and the protection of personal information (RLRQ., ch. A-2.1).

Municipality of Morin-Heights

3. Printing of cards and documents

Anyone who would like to print a card or municipal document in a format which is superior to the one supported by the photocopier must pay for the true costs as invoiced by the printing company along with 15% administrative fees.

4. Insufficient funds cheque

The penalty charged to a citizen whose cheque is refused by the bank is \$ 40 and this amount is charged to the citizen’s account.

5. Labour

In any case, the cost of labour is billed as per the hours worked by the municipal employee. The applicable rate is established by the collective agreement in effect, increased by overheads, group benefits and 15% for administrative costs.

6. Animal control

The following tariffs are charged as per the by-law regarding the control of domestic animals:

Annual cost of license for non-sterile dog before March 1 st	\$ 40
Annual cost of license for non-sterile dog after March 1 st	\$ 50
Annual cost of license for sterile dog before March 1 st	\$ 25
Annual cost of license for sterile dog after March 1 st	\$ 35
Annual cost of license for non-sterile cat before March 1 st	\$ 25
Annual cost of license for non-sterile cat after March 1 st	\$ 35
Cost of a lifetime license for sterile cat	\$ 30
Fee for the call to pick-up a stray animal (already captured or transferred to animal control)	\$ 60
Daily boarding fee (minimum 1 day)	\$ 30
Fee for the replacement of a dog or cat license during the year – paid by the citizen or custodian	\$ 10
Fee for the call to capture a stray animal (which the service must capture with or without a cage)	\$ 70
Fee for the call to pick-up a found animal	\$ 50
Fee for the call to pick up an injured animal	\$ 50
Fee for the call to pick up a dead animal and its disposal	\$ 75
Veterinary fees for behavioral assessment by animal intervener	\$ 150
Veterinary fees for an animal (in-house first aid or euthanasia)	As per the tariff and terms in effect

Municipality of Morin-Heights

Veterinary fees for an injured animal (first aid or euthanasia)	As per the tariff and terms in effect
Veterinary evaluation fee for a sick or dangerous dog (minimum-maximum) including a basic report	\$ 200-\$300
Hourly rate for court representation	\$ 50
Fee for abandoning an adoptable animal by the custodian, conditional to the availability of a place	As per the tariff and terms in effect
Fee to dispose of a deceased pet	As per the tariff and terms in effect
Fee for the capture of a stray animal	\$ 80 per required outing by an employee
Sterilization cost for stray cats – capture and return to original location	\$ 80
Fee for taking charge of adoption of a cat including sterilization	\$ 80
Abandonment of an animal of more than 3 months by the custodian	\$ 50
Abandonment of a litter of animals by the owner (conditional to the hysterectomy of the mother at the owner’s cost	\$ 50
Tariff for the purchase or replacement of a cat cage-trap	Cost price
Tariff for the purchase or replacement of a dog cage-trap	Cost price
Tariff for the deposit for the loan of a cat cage-trap	\$ 100
Tariff for the deposit for the loan of a dog cage-trap	\$ 500

7. Parking permit

The annual cost of a parking permit is \$ 110.

At the time of the first permit request, it is valid for a period preceding the following April 1st, pro rata to the number of days, for 30 cents per day.

The permit is then renewable for the period of April 1st to March 30th of each year.

The daily cost of a parking permit is \$ 10, such a permit is valid for a minimum of three (3) days.

8. Request for tax confirmation

The occasional request for a tax confirmation for any member of a recognized professional order, in any format, is \$ 55.

Municipality of Morin-Heights

67. *Occupation of public municipal domain* – The following tariffs are charged as per By-law (532-2015) which regulates the occupation of public municipal domain

Annual cost for the occupation of public municipal domain (charged on a triennial basis)	\$ 300
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CHAPITRE 7 TERMS OF PAYMENT OF TAXES AND COMPENSATIONS

68. *Payment of taxes* – Real estate taxes, services and compensations must be paid in one instalment.

However, when the total taxes is equal or superior to \$ 300, the taxpayer has the option of paying in four equal instalments.

69. *Instalments* – The sole instalment or the first instalment of municipal taxes must be paid by the latest, on the thirtieth day following the mailing of the tax account.

The second instalment must be paid by the latest, on the seventieth day following the thirtieth day following the mailing of the tax account.

The third instalment must be made by the latest, on the seventieth day following the delay allotted to pay for the second instalment.

The fourth instalment must be made by the latest, on the seventieth day following the delay allotted to pay for the third instalment.

70. *Single instalment* – The regulation pertaining to single instalments applies to a tax levied pursuant to an additional budget.

71. *Late instalment* – When an instalment is not made within the allotted delay, only the amount of the late instalment becomes payable.

72. *Discount* – A discount established by resolution is granted to anyone who pays for the entire tax bill of a property when it is equal or superior to \$ 300, by the latest, on the thirtieth day following the mailing of the tax account.

73. *Arrears* – Tax and pricing rates must be paid for by the first instalment of the 2020 tax account and they are not dividable.

74. *Inseparable taxes and tariffs* – Various tax and tariff rates applicable to one taxable property are inseparable from one another and are recoverable.

Municipality of Morin-Heights

CHAPTER 8 TAXES, INTERESTS AND PENALTIES

75. ***Taxes and fees*** – Applicable taxes are added to the tariff and fees, unless otherwise indicated.

Mailing and handling costs will be charged to the applicant.

76. ***Interest rate*** – All amounts required by the present by-law, as well as any other real estate tax, specials, tariffs, compensations or other by municipality incur interest to the rate of 12 % per year from the time the amount becomes payable.

77. ***Penalty*** – Along with the interest provided for in Article 76, any amount stated is also subject to a penalty of 5 % per year, this penalty must not exceed 0,5 % of the unpaid principal per complete month for which it is late, up to 5 % per year.

CHAPTER 9 FINAL PROVISIONS

78. ***Provisions regarding the connection to an aqueduct*** – Item 3 of Article 62 will no longer be in effect when a by-law replacing By-law (461) regarding the connection of water entrances enters into effect.

79. ***Entering into effect*** – The present by-law enters into effect on January 1st, 2022.

Timothy Watchorn
Mayor

Hugo Lépine
Director general /
Registrar-treasurer

408.12.21 PRESENTATION – COUNCIL MEMBERS' DECLARATION OF PECUNIARY INTERESTS

The Director general presents Council, in accordance to Article 357 of the Referendums and elections in municipalities Act (RLRQ, ch. E-2.2), the 2021 pecuniary interest declarations from all council members: Mayor Timothy Watchorn and councillors Louise Cossette, Leigh MacLeod, Carole Patenaude, Peter MacLaurin, Claude P. Lemire and Gilles Saulnier.

Municipality of Morin-Heights

409.12.21 NOMINATION OF SUBSTITUTE MAYORS

CONSIDERING THAT in accordance with the Municipal Code, section 116, an Acting Mayor can be authorized to carry on duties for the Municipality in absence of the Mayor;

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

THAT this Council nominates the following Councillors as acting mayor, for a period of two months each:

Date	Name
January 1st – February 28th, 2022	Gilles Saulnier
March 1st – April 30th, 2022	Carole Patenaude
May 1st – June 30th, 2022	Leigh MacLeod
July 1st – August 31st, 2022	Peter MacLaurin
September 1st– October 31st, 2022	Louise Cossette
November 1st - December 31st, 2022	Claude-Philippe Lemire

TO NAME this Council names 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;

TO AUTHORIZE this Council authorizes the following councillors to sign bank documents in the Mayor's absence: Councillors Leigh MacLeod, Claude Philippe Lemire, along with co-signers, Director general, Hugo Lépine OR the Director of Finance, Michel Grenier;

410.12.21 PRESENTATION 2018-2023 ACTION PLAN FOLLOW-UP REPORT

The Director general presents Council, who acknowledge receipt of the 2018-2023 action plan follow-up report;

411.12.21 PRESENTATION – COMMISSION MUNICIPALE AUDIT REPORT REGARDING THE ADOPTION PROCESS FOR MUNICIPAL BUDGETS

The Director general presents Council, who acknowledge receipt of the Commission municipale’s audit report regarding the adoption process for municipal budgets;

(to follow)