

***Municipality of Morin-Heights***

**412.12.21      PRESENTATION – COMMISSION MUNICIPALE AUDIT REPORT  
REGARDING THE ADOPTION PROCESS FOR MUNICIPALITIES  
TRIENNIAL CAPITAL ASSETS PROGRAMS**

---

The Director general presents Council, who acknowledge receipt of the Commission municipale's audit report regarding the adoption process for municipalities' triennial capital assets programs;

**413.12.21      PRESENTATION AND READING – CORRESPONDENCE FROM  
THE COMMISSION MUNICIPALE ADDRESSED TO COUNCIL  
MEMBERS**

---

The Director general presents Council, who acknowledge receipt of the correspondence from the Commission municipale addressed to council members and reads the document pursuant to section 86.8 to the Law;

**414.12.21      REPRESENTATION MANDATE – PFD AVOCATS**

---

WHEREAS THAT in 2020, Gestion Campus Corbusier Ltée presented to the Tribunal administratif du Québec, a request to revise the real estate value of the property located at 148, chemin Watchorn for the Municipality's 2016-2017-2018 role;

WHEREAS THAT, in accordance to By-law (577-2019) regarding financial administration, the Director general mandated the Municipality's Law firm, specifically, PFD Avocats, to represent the Municipality in this instance and present a request for inadmissibility since the revision request was presented out of the delays prescribed by the Act respecting municipal taxation (RLRQ, ch. F-2.1);

It is proposed by Councillor Gilles Saulnier  
IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO MANDATE PFD Avocats to represent the Municipality in the Tribunal administratif du Québec's dossier SAI-M-289768-1909 as per the usual agreement fees;

**Municipality of Morin-Heights**

**415.12.21      MONTHLY REPORT FROM THE DIRECTOR**

---

The Director general presents council, who acknowledge receipt of the monthly reports for the month of November from the Director, Fire department and the list of authorized expenses for the month as per By-law (577-2019) regarding financial administration.

**416.12.21      SÛRETÉ DU QUÉBEC POLICE DEPARTMENT’S MONTHLY REPORT**

---

General management acknowledges receipt of the Sûreté du Québec police department’s reports.

**417.12.21    OBTAINING OF REGULAR FIREFIGHTER STATUS**

---

CONSIDERING Article 3.23 of the Municipality’s firefighters collective agreement;

WHEREAS THAT many junior firefighters have completed their ‘Firefighter 1’ training as well as their probation periods;

It is proposed by Councillor Leigh MacLeod  
IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO CONFIRM the obtaining of firefighter status for the following individuals:

Name
Kristopher-Bryan Bell
Oscar Diaz Camejo
Samuel St-Laurent
Pascal Marois

**418.12.21      CONGRATULATIONS AND RECOGNITION MOTION – CAPTAIN TIM ARCHIBALD**

---

WHEREAS THAT Captain Tim Archibald advised of his resignation from the Fire department on November 14<sup>th</sup>, 2021;

TAKING INTO account the status of captain Archibald;

WHEREAS he has been a firefighter since March 15<sup>th</sup>, 2001;

IT IS UNANIMOUSLY RESOLVED:

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

TO THANK AND CONGRATULATE Captain Tim Archibald for this loyal, devoted and constant implication to the Municipality's population over the last twenty years of service;

### **419.12.21      MONTHLY REPORT FROM THE DIRECTOR**

---

The Director general presents Council, who acknowledge receipt of the monthly report for the month of November from the Director, public works and infrastructures, the list of requests as well as the list of expenses authorized as per By-law (577-2019) regarding financial administration.

### **420.12.21      ADOPTION – 2020 REPORT REGARDING THE MANAGEMENT OF DRINKING WATER**

---

The Director general presents Council who acknowledge receipt, of the 2020 report regarding the management of drinking water;

WHEREAS THAT the Stratégie Québécoise d'économie de l'eau potable stipulates the requirement to annually produce a report regarding the management of drinking water by the Municipality;

CONSIDERING the legislative framework regarding drinking water, specifically the Act affirming the collective nature of water resources and to promote better governance (RLRQ, ch. C-6.2), the Environment quality Act (RLRQ, ch. Q-2) as well as its by-law regarding the quality of drinking water;

It is proposed by Councillor Peter MacLaurin  
IT IS RESOLVED:

TO ADOPT the Municipality's 2020 report regarding drinking water management;

### **421.12.21      CONTRACT – TECHNICAL SUPPORT – AQUEDUCT NETWORK AQUATECH**

---

CONSIDERING THE director of the public works and infrastructures department has asked for a proposal for technical support for professional services for the operations of drinking water production;

CONSIDERING By-law (571-2019) regarding contractual management;

CONSIDERING THAT the estimate of this forthcoming contract is less than \$ 50,000;

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

CONSIDERING THAT the Municipality has received an offer for technical support of professional services for the operations of drinking water production from the firm Aquatech for an annual flat rate of \$25,492 plus taxes;

CONSIDERING the Director general and Director of the Public works and infrastructures department's recommendations;

It is proposed by Councillor Louise Cossette

IT IS RESOLVED :

THAT the preamble form an integral part hereof;

TO GRANT the contract for professional services to the firm Aquatech for technical support for professional services for the operations of drinking water production as described in the presented proposal for which a copy was given to council members for an amount of \$ 25,492, plus taxes conditional to the hours truly dedicated to the specified work;

TO AUTHORIZE the Director general and the Director, Public works and infrastructures department to sign any document to follow-up, for and in the Municipality's name;

### **422.12.21      REPORT REGARDING THE TREATMENT OF PETITIONS AND REQUESTS**

---

The Director general presents Council who acknowledge receipt, of summary report regarding petitions and requests to November 23<sup>rd</sup>, 2021.

### **423.12.21      HIRING – MECHANIC ON TRIAL BASIS**

---

WHEREAS THAT Mr. Simon Turcot resigned from his position as mechanic as of November 18<sup>th</sup>, 2021;

WHEREAS THAT the position of mechanic on trial basis must be filled;

It is proposed by Councillor Carole Patenaude

IT IS RESOLVED:

THAT the preamble form an integral part hereof;



***Municipality of Morin-Heights***

TO AUTHORIZE the hiring of Mr. Patrick Duchesne to the position of mechanic on trial basis status with all of the pertinent benefits as per the policies in effect.

**424.12.21     OBTAINING OF ON TRIAL EMPLOYEE STATUS –  
MRS. JOSÉE ROCHON**

---

CONSIDERING the provisions of the Municipality's 2022 budget;

CONSIDERING the provisions of the Municipality's blue and white collar employee's collective agreement;

WHEREAS THAT Mrs. Josée Rochon was hired as civil engineering technician on June 14<sup>th</sup>, 2021 pursuant to the provisions of the letter of intent number 5 dated May 31<sup>st</sup>, 2021 to a temporary salaried employee status;

It is proposed by Councillor Gilles Saulnier

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO CONFIRM the obtaining of on trial employee status for Mrs. Josée Rochon, civil engineering technician pursuant to the provisions of the collective agreement in effect;

**425.12.21     AWARDING OF A CONTRACT FOR THE PURCHASE OF A 10  
-WHEEL 2021 OR 2022 TRUCK**

---

CONSIDERING the Municipality's requirements and needs with regards to the purchase of vehicles;

CONSIDERING the Municipality's 2022-2023-2024 triennial capital assets program;

CONSIDERING the estimate of costs of a contract for the purchase of trucks based on previous years' history;

WHEREAS the Administration proceeded with a public call for tenders via SEAO for the purchase of a 2021 or 2022 10-wheel truck;

WHEREAS By-law (571-2019) regarding contractual management;

CONSIDERING the Municipality has received one quote within the delays stipulated in the specifications, specifically:

***Municipality of Morin-Heights***

GloboCAM (Montréal) Inc. at the price of \$ 365, 620.50 including taxes;

CONSIDERING Article 936 of the Quebec municipal code;

CONSIDERING THE offer presented complies with the specifications;

CONSIDERING THAT the verifications required by Law were done and that the tenderer has the certification required by the Quebec Revenue agency and is not listed in the non-authorized business registry;

It is proposed by Councillor Peter MacLaurin  
IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO GRANT the contract for the purchase of 2021, 10-wheel truck to GloboCam (Montréal) Inc. for the amount of \$ 365,620.50 including taxes, as per the terms of the specifications ;

TO AUTHORIZE the Director general and he is hereby authorized, to sign for an in the Municipality's name, any document to follow-up on this resolution;

**426.12.21          DIRECTOR'S MONTHLY REPORT**

---

The Director general presents Council, who acknowledge receipt of the monthly report for November 2021 from the Director of the Urbanism and Environment as well as the list of authorized expenses as per By-law (577-2019) regarding financial administration.

**427.12.21          REPORT REGARDING PERMITS AND CERTIFICATES**

---

The Director general presents Council who acknowledge receipt, of the list of permits and certificates to November 30<sup>th</sup>, 2021.

**428.12.21          ANIMAL PROTECTION AND CONTROL SOCIETY'S  
ACTIVITY REPORT**

---

The Director general hasn't received any reports.

***Municipality of Morin-Heights***

**429.12.21          NOMINATION OF THE MEMBERS OF THE PLANNING  
ADVISORY COMMITTEE**

---

WHEREAS THAT the mandate of all of the committee members have expired;

WHEREAS THAT Article 8 of By-law (463) regarding the planning advisory committee stipulates that it is possible to renew the members' expired mandates for an additional period of two years;

WHEREAS THAT Article 9 of this same by-law stipulates that Council name the committee's president amongst its members;

CONSIDERING the results of the November 7<sup>th</sup>, 2021 general election;

CONSIDERING THAT the following members have expressed their interest to pursue their work within the committee, specifically, Nathalie Garneau and Marjorie Valiquette, Patrice Germain, Jacques Hébert and Jean Dutil;

AND UNANIMOUSLY RESOLVED:

That Council name Mrs. Nathalie Garneau and Marjorie Valiquette and Mr. Jacques Hébert, Jean Dutil, James Jackson and Patrice Germain as well as municipal councillors Carole Patenaude and Claude-Philippe Lemire, members of the Planning advisory committee for a mandate of two (2) years;

TO once again NAME Mr. Patrice Germain as president of the Committee;

**430.12.21          NOMINATION – ENVIRONMENT PLANNING ADVISORY  
COMMITTEE**

---

CONSIDERING the results of the November 7<sup>th</sup>, 2021 general election;

CONSIDERING By-law (567-2019) regarding the Environment planning advisory meeting stipulates that Council may renew the mandates of the committee members by resolution;

CONSIDERING THAT Article 12 stipulates that the committee's president is elected duly named by Council;

IT IS UNANIMOUSLY RESOLVED:

***Municipality of Morin-Heights***

TO NAME Mr. Gilles Saulnier as a member of the committee for a two-year mandate;

**431.12.21** OBTAINING OF ON TRIAL EMPLOYEE STATUS –  
MRS. MARTINE MAJOR

---

CONSIDERING the provisions of the Municipality's 2022 budget;

CONSIDERING the provisions of the Municipality's blue and white collar employee's collective agreement;

WHEREAS THAT Mrs. Martine Major was hired as administrative assistant on June 9<sup>th</sup>, 2021 for the Urbanism and environment department at a temporary salaried employee status;

It is proposed by Councillor Louise Cossette  
IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO CONFIRM the obtaining of on trial employee status for Mrs. Martine Major, administrative assistant pursuant to the provisions of the collective agreement in effect;

**432.12.21** OBTAINING OF ON TRIAL EMPLOYEE STATUS –  
MRS. MATTEA DOYON

---

CONSIDERING the provisions of the Municipality's 2022 budget;

CONSIDERING the provisions of the Municipality's blue and white collar employee's collective agreement;

WHEREAS THAT Mrs. Mattea Doyon was hired as municipal inspector on June 9<sup>th</sup>, 2021 for the Urbanism and environment department at a temporary salaried employee status;

It is proposed by Councillor Leigh MacLeod  
IT IS RESOLVED:

THAT the preamble form an integral part hereof;

## **Municipality of Morin-Heights**

TO CONFIRM the obtaining of on trial employee status for Mrs. Mattea Doyon, municipal inspector pursuant to the provisions of the collective agreement in effect;

**433.12.21**      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

---

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 Louise Cossette  
And unanimously resolved by all councillors:

TO ADOPT the French and English versions of 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 as follows:

### **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**

---

#### *Explanatory note*

*This by-law once again modifies By-law (607-2020) regarding temporary control to establish a new method of calculating park fee contributions as stipulated in Article 21 of Subdivision By-law (417). The calculation of this contribution will hereinafter be done as per the value of the site established pursuant to the concepts applicable in matters of expropriation, by a certified appraiser named by the Municipality and paid by the property owner. The By-law stipulates that this new method applies, despite Article 5, to all requests for cadastral operations whether the projected use is residential or not.*

*Finally, this by-law enacts a new norm regarding the calculation of lot frontage.*

---

CONSIDERING Article 112.2 of the Act respecting land use planning and development (RLRQ., ch. A-19.1) ;

CONSIDERING temporary control resolution 288-09-20 dated September 9<sup>th</sup>, 2020;

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

WHEREAS THAT in September 2020, the municipal council initiated the preparation process for the overhaul of the urbanism plan and all related regulation in order to update the Municipality's major directions as well as the rules enacting urbanism and land use planning on its territory;

WHEREAS THAT Council would like to limit the increase in density on the territory within certain areas of the Municipality;

WHEREAS THAT the carrying-out of a subdivision project in compliance to the by-laws in effect could compromise the accomplishment of Council's strategic vision and new directions with regards to the development of the territory;

WHEREAS a notice of motion was given by Councillor Louise Cossette at the time of the regular council meeting of November 17<sup>th</sup>, 2021 ;

WHEREAS THAT the draft by-law was given at the regular meeting of November 17<sup>th</sup>, 2021;

WHEREAS a summary of the draft by-law was presented by the Director general:

CONSEQUENTLY, the municipal council decrees the following :

### **CHAPTER 1:     INTRODUCTORY PROVISIONS**

1.       ***Preamble*** - The preamble forms an integral part of the present by-law.
2.       ***Goal*** - The present by-law is to avoid compromising the accomplishment and carrying-out the municipal council's vision and its new directions in matters pertaining to the territory's land use planning and urbanism.
3.       ***Objective*** - The By-law's objective is to update By-law (607-2020) regarding temporary control limiting cadastral operations to respect future directions of the new urbanism plan pertaining to the calculation of the calculation of park fees as well as the calculation of lot frontage.

It also aims at once again allowing the municipal council to be able to benefit from the necessary time to complete the preparation and adoption of the new urbanism plan which will replace the one in effect since 2007.

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

### **CHAPTER 2 : AMENDING PROVISIONS**

4. ***Regulatory scope of application*** – Article 5 of By-law (607-2020) regarding temporary control limiting cadastral operations to have future directions of the new urbanism plan respected is modified with the addition of the following paragraph :

« For purposes of applying Article 12.1, the by-law applies to every request for subdivision in conformity to By-law (417) regarding subdivision, notwithstanding the projected use. ».

5. ***Calculation of the park fee contribution*** – By-law (607-2020) regarding temporary control limiting cadastral operations in order to respect future directions of the new urbanism plan is modified with the addition of the following, after Article 12:

« 12.1 ***Calculation of the park fee contribution*** – Notwithstanding paragraph 11 of Article 21 of Subdivision By-law (417), the value of the site specified in said Article 21 of Subdivision By-law (417) must be established as per the concept applicable in matters of expropriation by a certified appraiser mandated by the Municipality, at the property owner's cost ».

6. ***Lot frontage*** – By-law (607-2020) regarding temporary control limiting cadastral operations in order to have future directions of the new urbanism plan modified with the addition of the following, after Article 13 :

« 13.1 ***Lot frontage*** – Notwithstanding paragraph 1 of Article 5, the minimum frontage of lots, within the entire zones stipulated in Zoning By-law (416) is as follows :

- a) Unserved lots outside of the riparian corridor : 40 meters
- b) Partially served lots outside of the riparian corridor : 25 meters
- c) Fully served lots outside of the riparian corridor : 25 meters
- d) Unserved lots within the riparian corridor : 40 meters
- e) Partially served lots within the riparian corridor : 25 meters
- f) Fully served within the riparian corridor : 25 meters. ».

7. ***Deforestation*** – By-law (607-2020) regarding temporary control limiting cadastral operations in order to respect future guidelines of the new urbanism plan is modified with the addition of the following, after Article 13.1:

« 13.2 ***Deforestation*** – Notwithstanding Article 126 of Zoning by-law (416) or any provision to the contrary, deforestation for the construction of a main building and accessory buildings, infrastructures and landscaping is authorized up to a minimum of 20% of the site's surface area without exceeding 3,000 square meters, whichever comes first.

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

In addition to the required information as per Article 40 of By-law (419) regarding permits and certificates and specific conditions for the issuance of a construction permit stipulated in Article 30 of the same by-law, any authorization certificate request to proceed with the deforestation stipulated in paragraph 1 must include a forest cover conservation plan prepared by an arborist which specifies the required deforestation as well as the necessary plantations and deforestation respecting paragraph 1 ».

### **CHAPTER 3 : FINAL PROVISIONS**

8. ***Entering into effect*** – The present by-law enters into effect on the day of its publication.

---

Tim Watchorn  
Mayor

---

Hugo Lépine  
Director general /  
Registrar-treasurer

#### **434.12.21 MONTHLY REPORT FROM THE DIRECTOR**

The Director presents Council, who acknowledge receipt of her monthly report as well as the lists of authorized expenses during the month of November 2021 as per By-law (577-2019) regarding financial administration.

#### **435.12.21 MODIFICATIONS TO CERTAIN POSITIONS AND FUNCTIONS WITHIN CULTURE AND COMMUNITY LIFE**

WHEREAS THAT administrative and organizational adjustments have become necessary to ensure better functioning of the Recreation, culture and community life department and more particularly, to the culture, community life and sporting activities;

CONSIDERING THAT the Municipality's triennial capital assets program provides for, until 2024, preliminary studies for a new library;

CONSIDERING the description of tasks and functions of the coordinator, sports and events which includes coordinating operations at Chalet Bellevue and recreational site supervisors and attendants for the skating rinks recreational sites;

CONSIDERING the person responsible for the library's retirement;

CONSIDERING the Municipality's 2022 budget;



***Municipality of Morin-Heights***

It is proposed by Councillor Carole Patenaude  
IT IS RESOLVED:

TO ABOLISH the positions of coordinator, culture, community life and communications, responsible for the library;

TO CREATE a permanent full time non-professional non-unionized position of cultural development agent responsible for communications;

TO CREATE a library coordinator permanent full time management position;

**436.12.21      NOMINATION OF MRS. MARILYNE LORTIE AS COORDINATOR,  
SPORTS AND EVENTS**

---

CONSIDERING the Municipality's 2022 budget;

WHEREAS Council planned on eventually creating the management position of coordinator, sports and events upon the recommendation of the director general as per the administrative organization of February 2019;

WHEREAS THAT Mrs. Marilyne Lortie was hired on a temporary basis on May 26<sup>th</sup>, 2021 to the position of coordinator, sports and events until September 30<sup>th</sup>, 2021 and that her contract was renewed until December 23<sup>rd</sup>, 2021;

TAKING INTO ACCOUNT the Policy regarding working conditions for management and non-unionized professionals as well as the Management remuneration policy;

CONSIDERING the Director general's positive evaluations and recommendations;

It is proposed by Councillor Leigh MacLeod  
IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO AUTHORIZE the hiring and the nomination of Mrs. Marilyne Lortie as coordinator, sports and events, permanent full-time position at the conditions stipulated in the contract attached herewith forming an integral part hereof, at echelon 9 of the scale provided for class 1 managers in the Management remuneration policy;

TO CONFIRM the probation period of five months taking into account the hiring date of May 26<sup>th</sup>, 2021;

***Municipality of Morin-Heights***

**437.12.21 NOMINATION OF MRS. KARYNE BERGERON AS CULTURAL AND  
DEVELOPMENT AGENT RESPONSIBLE FOR COMMUNICATIONS**

---

CONSIDERING the resolution adopted at article 9.6.1 of this meeting;

CONSIDERING, the job description for this position, among others, the support for cultural activities and community organizations, the local cultural heritage as well as all of the Municipality's communications;

It is proposed by Councillor Peter MacLaurin

IT IS RESOLVED:

TO NAME Mrs. Karyne Bergeron as cultural and community development agent and responsible for communications, at the conditions stipulated in the Policy regarding working conditions for management and non-unionized professionals and at echelon 5 of the salary scale applicable for this position;

**438.12.21 HIRING OF SKATING RINK AND RECREATIONAL SITE  
SUPERVISOR FOR THE 2021-2022 WINTER SEASON**

---

WHEREAS the Municipality's 2021 budget;

WHEREAS the hiring of a skating rink supervisor as well as a recreational site supervisor is required in order to operate the skating rink;

WHEREAS the recommendation from the Director of the Recreation, culture and community life department and the director general;

CONSIDERING the Remuneration policy for employees of the Recreation, culture and community life department;

It is proposed by Councillor Leigh MacLeod

AND RESOLVED:

THAT the preamble form an integral part hereof;

TO PROCEED with the hiring of Mr. Yannick Bergeron and Félix Deslauriers-Nantel as supervisors of the skating rinks and recreational sites, seasonal on-call positions for the 2021-2022 season at the salary provided for in 2021 and 2022 as of January 1<sup>st</sup>, 2022 for these positions.

***Municipality of Morin-Heights***

**439.12.21    HIRING OF MRS. SANDRINE GAMACHE AS LIBRARY  
COORDINATOR**

---

CONSIDERING the resolution adopted in Article 9.6.1 of this meeting;

CONSIDERING the Municipality's 2022 budget;

WHEREAS THAT the person responsible for the library announced her retirement;

WHEREAS THAT the Municipality proceeded with a call for candidacies to fill the position of coordinator of the library;

WHEREAS THAT a selection committee analyzed the candidacies received and proceeded with interviews;

SINCE the committee's recommendation proceeded with the hiring of Mrs. Sandrine Gamache;

It is proposed by Councillor Louise Cossette

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO AUTHORIZE the hiring of Mrs. Sandrine Gamache as library coordinator, a permanent full-time position at the conditions stipulated in the contract attached herewith forming an integral part hereof as well as the Policy regarding working conditions for management and non-unionized professionals and the Remuneration of management personnel policy, echelon 1, class 1;

TO CONFIRM the one-year probation period;

---

**QUESTION PERIOD**

---

Council answers questions from the public by video conference.

**Municipality of Morin-Heights**

**440.12.21            END OF THE MEETING**

---

The agenda having been completed, it is proposed by Councillor Claude P. Lemire that the regular meeting end at 20:50.

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

---

Timothy Watchorn  
Mayor

---

Hugo Lépine  
Director general

Ten people attended the meeting.