

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, September 14th, 2022 at which were present:

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

forming quorum under the chairmanship of Mayor Timothy Watchorn.

Councillor Peter MacLaurin is absent.

The Director general, Mr. Hugo Lépine is present.

At 19:30, the Mayor states quorum, and Council deliberates on the following dossiers;

289.09.22 ADOPTION OF THE AGENDA

It is proposed by Councillor Gilles Saulnier
And unanimously resolved by all councillors:

TO ADOPT the agenda as presented by Director general with the withdrawal of Article 8.4.4 – Minor exemption – 111, Place de la Petite-Suisse.

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 August 10 th , 2022 |
| 3 2 | Minutes of the Planning advisory committee meeting of August 23 rd , 2022 |
| 3 3 | Minutes of the Planning advisory committee's special meeting of September 6 th , 2022 |
| 4 | DIRECTOR GENERAL'S MONTHLY REPORT |
| 4 1 | Report regarding the follow-up of dossiers |
| 4 2 | Report regarding the use of delegated power |

Municipality of Morin-Heights

5 FINANCES AND ADMINISTRATION

- 5 1 Expense statements
- 5 2 Statement of financial activities
- 5 3 Human resources
- 5 4 By-laws and various resolutions
- 5 4 1 Creation and appointment of members of the Access to information and privacy committee
- 5 4 2 Designation of the Director general as Access to Information and Privacy Officer
- 5 4 3 Adoption – Protection of personal information and processing of complaints Policy
- 5 4 4 Adoption – Confidentiality policy
- 5 4 5 Vote and appropriation of additional funds in the amount of \$1,241.73 for the public distribution of compost and transfer accordingly from the financial reserve for waste management to the general fund

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 4 By-laws and various resolutions
- 6 4 1 Repeal – Fire hydrant procedure
- 6 4 2 Creation and appointment of employer representatives of the occupational health and safety committee

7 PUBLIC WORKS AND INFRASTRUCTURES

- 7 1 Director's monthly report
- 7 2 Public works, buildings and facilities
- 7 2 1 Agreement and other formalities resulting from the call for tenders for the awarding of a contract for LED streetlights and related services for the benefit of municipalities
- 7 2 2 Upgrade to standards roadwork on rue Forget
- 7 2 3 Contract for the supply of salt – winter 2022-2023
- 7 2 4 Contract for the supply of sand – winter 2022-2023
- 7 3 Environmental hygiene
- 7 3 1 Repeal – Procedure for connection requests to drinking water networks
- 7 4 Report regarding the treatment of petitions and requests
- 7 5 Human resources
- 7 6 By-laws and various resolutions
- 7 6 1 Adoption - By-law (651-2022) providing financing for the acquisition and installation of outdoor urban furniture and the decree of a loan for this purpose
- 7 6 2 Repeal – Procedure for dumping in ditches or streets, storage on streets and other unauthorized uses in the right-of-way
- 7 6 3 Contract – purchase of a new pick-up truck
- 7 6 4 Contract – bulk hauling services – residual mulch – storm of May 21st, 2022

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 4 1 SPAIP – 646, chemin du Village
- 8 4 2 Modification to resolution 255-07-22 regarding a request for SPAIP at 184, chemin Watchorn
- 8 4 3 SPAIP – 214, chemin Watchorn
- 8 4 4 -
- 8 5 Human resources
- 8 6 By-laws and various resolutions
- 8 6 1 Adoption – By-law (649-2022) regarding drinking water
- 8 6 2 Notice of motion and presentation of draft By-law (641-2022) regarding the urbanism plan

Municipality of Morin-Heights

8	6	3	Notice of motion and presentation of draft By-law (642-2022) regarding zoning
8	6	4	Notice of motion and presentation of draft By-law (643-2022) regarding subdivisions
8	6	5	Notice of motion and presentation of draft By-law (644-2022) regarding construction
8	6	6	Notice of motion and presentation of draft By-law (645-2022) regarding permits and certificates
8	6	7	Notice of motion and presentation of draft By-law (646-2022) regarding minor exemptions
8	6	8	Notice of motion and presentation of draft By-law (647-2022) regarding site planning and architectural integration program
8	6	9	Notice of motion and presentation of first draft – By-law (648-2022) respecting specific construction, alteration and occupancy projects
8	6	10	Adoption – draft By-law (641-2022) regarding the urbanism plan
8	6	11	Adoption of first draft By-law (642-2022) regarding zoning
8	6	12	Adoption of first draft By-law (643-2022) regarding subdivisions
8	6	13	Adoption – draft By-law (644-2022) regarding construction
8	6	14	Adoption – draft By-law (645-2022) regarding permits and certificates
8	6	15	Adoption – draft By-law (646-2022) regarding minor exemptions
8	6	16	Adoption – draft By-law (647-2022) regarding site planning and architectural integration program
8	6	17	Adoption of first draft – By-law (648-2022) respecting specific construction, alteration and occupancy projects
8	6	18	Repeal – Procedure establishing new servitudes on private properties
8	6	19	Repeal – Procedure for encroachment applications on municipal property
8	6	20	Contribution for parks purposes, montée Hurtubise, lot 6 008 758
9			RECREATION, CULTURE AND COMMUNITY LIFE
9	1		Director's monthly report
9	2		Recreation
9	3		Culture
9	3	1	Professional services contract for the redevelopment of the library, plans and specifications and technical support
9	4		Outdoor network
9	5		Events
9	5	1	Closing of a portion of Village road on October 31 st , 2022
9	5	2	Congratulations motion – 2022 Superfolk festival
9	6		Human resources
9	6	1	Hiring of Mrs. Élisabeth Vanier as library counter clerk
9	7		By-laws and various resolutions
9	7	1	Congratulations motion – Blood drive of August 11 th , 2022
9	7	2	Request to restore Canada Post hours of operation in Morin-Heights
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

290.09.22 MINUTES OF THE REGULAR MEETING OF AUGUST 10TH, 2022

The minutes of the regular meeting of August 10th, 2022 were notified to Council members, by means of the electronic assembly file folder.

Municipality of Morin-Heights

It is proposed by Councillor Louise Cossette

And unanimously resolved by all councillors:

TO ADOPT the minutes of the regular meeting of August 10th, 2022;

291.09.22 MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING OF AUGUST 23rd, 2022

The Director general presents the minutes of the latest town planning advisory committee meeting of August 23rd, 2022 via the electronic file;

It is proposed by Councillor Carole Patenaude

And unanimously resolved by all councillors:

TO ADOPT the minutes of the latest town planning advisory committee meeting of August 23rd, 2022 and make the pertinent recommendations.

292.09.22 MINUTES OF THE PLANNING ADVISORY COMMITTEE'S SPECIAL MEETING OF SEPTEMBER 6th 2022

The Director general presents the minutes of the town planning advisory committee's special meeting of September 6th, 2022 via the electronic file;

It is proposed by Councillor Claude P. Lemire

And unanimously resolved by all councillors:

TO ADOPT the minutes of the town planning advisory committee's special meeting of September 6th, 2022 and make the pertinent recommendations.

293.09.22 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.

294.09.22 REPORT REGARDING THE FOLLOW-UP OF DOSSIERS

The Director general presents his monthly activities report.

295.09.22 REPORT REGARDING THE USE OF DELEGATED POWER

The Director general presents his monthly report regarding the use of his delegated power in accordance to Article 11 of By-law (577-2019) regarding financial administration.

Municipality of Morin-Heights

296.09.22 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of August 2022 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:

TO APPROVE the accounts as detailed on the lists presented.

Expense statements from August 1 st to 31 st , 2022	
Accounts to be paid	\$ 690,046.00
Accounts paid in advance	\$ 729,912.00
Total purchases	\$ 1 419,958.00
Direct bank payments	\$ 820.00
Sub-total – purchases and direct payments	\$ 1 420,778.00
Net salaries	\$ 171,143.00
GRAND TOTAL (August 2022)	\$ 1 591,921.00

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;

297.09.22 STATEMENT OF FINANCIAL ACTIVITIES

The Director general presents Council who acknowledges receipt of the statement of financial activities to August 31st, 2022 and comments on them.

298.09.22 CREATION AND APPOINTMENT OF MEMBERS OF THE
ACCESS TO INFORMATION AND PRIVACY COMMITTEE

WHEREAS the National Assembly of Quebec adopted, in 2021, Bill 64 amending the Act respecting access to documents and the protection of personal information (R.S.Q., c. A-2.1) in order, among other things, to create various obligations for public bodies with respect to the processing of access requests and the protection of personal information in the highly digital context of today's society;

Municipality of Morin-Heights

WHEREAS the new section 8 of the above-mentioned law requires the appointment of a Privacy Officer;

WHEREAS section 8.1 provides for the creation of a committee on access to documents and the protection of personal information;

It is proposed by Councillor Leigh MacLeod
BE IT RESOLVED:

THAT the preamble form an integral part hereof;

TO CREATE the Access to Documents and Privacy Committee;

TO APPOINT the following persons as members of the committee:

Mr. Hugo Lépine
Ms. Louise Atkinson
Ms. Martine Major
Ms. Linda Zinkewich.

**299.09.22 DESIGNATION OF THE DIRECTOR GENERAL AS ACCESS TO
INFORMATION AND PRIVACY COMMITTEE**

WHEREAS the National Assembly of Quebec adopted, in 2021, Bill 64 amending the Act respecting access to documents and the protection of personal information (R.S.Q., c. A-2.1) in order, among other things, to create various obligations for public bodies with respect to the processing of access requests and the protection of personal information in the highly digital context of today's society;

WHEREAS the new section 8 of the above-mentioned law requires the appointment of a person responsible for the protection of personal information;

WHEREAS section 8.1 provides for the creation of a committee on access to documents and the protection of personal information;

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

THAT the preamble be made an integral part of the present document;

TO DELEGATE to Mr. Hugo Lépine, Director General and Registrar-Treasurer, the title of person responsible for access to documents and the protection of personal information within the meaning of the law.

Municipality of Morin-Heights

**300.09.22 ADOPTION – PROTECTION OF PERSONAL INFORMATION
AND PROCESSING OF COMPLAINTS POLICY**

WHEREAS the National Assembly of Quebec adopted, in 2021, Bill 64 amending the Act respecting access to documents and the protection of personal information (R.S.Q., c. A-2.1) in order, among other things, to create various obligations for public bodies with respect to the processing of access requests and the protection of personal information in the highly digital context of today's society;

WHEREAS the obligations imposed under section 63.3 of the Act regarding the governance of personal information;

WHEREAS the Director General has tabled a draft policy on the protection of personal information and the processing of complaints;

It is proposed by Councillor Carole Patenaude

IT IS RESOLVED:

TO ADOPT the Protection of personal information and processing of complaints policy;

301.09.22 ADOPTION – CONFIDENTIALITY POLICY

WHEREAS the National Assembly of Quebec has adopted, in 2021, Bill 64 amending the Act respecting access to documents and the protection of personal information (R.R.S.Q., c. A-2.1) in order to, among other things, create various obligations for public bodies with respect to the processing of access requests as well as the protection of personal information in the highly digital context of today's society;

WHEREAS the Director General has tabled a draft confidentiality policy and recommends its adoption by Council;

WHEREAS the purpose of this draft is to ensure adequate protection of the confidentiality of data collected in the course of the use, by citizens and municipal employees in the course of their duties, of the various digital platforms and social networking pages of the Municipality;

It is proposed by Councillor Gilles Saulnier

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO ADOPT the Confidentiality Policy.

Municipality of Morin-Heights

302.09.22 VOTE AND APPROPRIATION OF ADDITIONAL FUNDS IN THE AMOUNT OF \$ 1,241.73 FOR THE PUBLIC DISTRIBUTION OF COMPOST AND TRANSFER ACCORDINGLY FROM THE FINANCIAL RESERVE FOR WASTE MANAGEMENT TO THE GENERAL FUND

CONSIDERING THAT, following the massive distribution of mulch collected and shredded by the Municipality following the Derecho storm of May 21st, 2022, Council had decided to proceed, at the same time, with the distribution of compost to the public on June 11th and 12th, 2022;

WHEREAS the funds required for the purchase of said compost were not provided for in the Municipality's operating budget for the current year;

It is proposed by Councillor Louise Cossette

IT IS RESOLVED:

TO VOTE AND APPROPRIATE to the Urbanism and Environment Department, additional appropriations in the amount of \$1,241.73 to finance the purchase of compost distributed to the public;

TO AUTHORIZE the Director of Finance and Administration to determine the appropriate budget line item for the above allocation.

303.09.22 MONTHLY REPORT FROM THE DIRECTOR

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

304.09.22 SÛRETÉ DU QUÉBEC POLICE DEPARTMENT'S MONTHLY REPORT

General management has not received any report.

Municipality of Morin-Heights

305.09.22 REPEAL – FIRE HYDRANT PROCEDURE

WHEREAS the Fire Hydrant Procedure was adopted in 2002;

WHEREAS this procedure is obsolete;

WHEREAS the Fire Chief has reviewed this procedure and confirms that it is no longer relevant;

WHEREAS the Director General recommends the repeal of this procedure;

It is proposed by Councillor Leigh MacLeod

IT IS RESOLVED:

TO REPEAL the Procedure for the installation of water intakes for firefighting purposes.

**306.09.22 CREATION AND APPOINTMENT OF EMPLOYER
REPRESENTATIVES TO THE OCCUPATIONAL HEALTH AND
SAFETY COMMITTEE**

WHEREAS the National Assembly of Quebec adopted, in 2021, Bill 59 aimed at modernizing the occupational health and safety regime;

WHEREAS section 68 of the Act respecting occupational health and safety (R.R.S.Q., c. S-2.1) now requires the creation of an occupational health and safety committee for every enterprise with 20 or more employees;

WHEREAS the two collective agreements in force for certain employees of the Municipality provide for the creation and operation of occupational health and safety committees;

WHEREAS it is necessary to ensure the existence of an occupational health and safety committee for all municipal employees;

WHEREAS the collective agreements and the above-mentioned law provide that the employee representatives on this committee are appointed by the employees themselves;

WHEREAS the Municipality has an occupational health and safety prevention plan which is monitored by the Public Security Department of the Municipality;

WHEREAS discussions must be held with the two unions in order to agree to maintain various health and safety committees or to combine them into a single committee in accordance with the law;

Municipality of Morin-Heights

It is proposed by Councillor Carole Patenaude
IT IS RESOLVED:

TO CREATE the Municipality's Occupational Health and Safety Committee;

TO APPOINT the following persons to represent the employer

Mr. Hugo Lépine;
Mr. Michel Grenier;
Mr. Patrick Marier.

307.09.22 MONTHLY REPORT FROM THE DIRECTOR

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

308.09.22 AGREEMENT AND OTHER FORMALITIES RESULTING FROM THE CALL FOR TENDERS FOR THE AWARDING OF A CONTRACT FOR LED STREETLIGHTS AND RELATED SERVICES FOR THE BENEFIT OF MUNICIPALITIES

CONSIDERING THAT section 14.7.1 of the Municipal Code provides that a municipality may enter into an agreement with the Fédération québécoise des municipalités (FQM) for the purchase of equipment or materials, the execution of work or the awarding of a contract for insurance or the provision of services by the FQM on behalf of the municipality;

CONSIDERING THAT the FQM has adopted a contract management policy for the awarding of contracts within the framework of group purchases, as is the case here;

CONSIDERING, in compliance with its contract management policy, the FQM has issued a call for tenders for the awarding of a contract for the supply of LED streetlights, including installation as well as energy efficiency analysis and design services (hereinafter the "Call for Tenders") for the benefit of municipalities;

CONSIDERING THAT Energère Inc. submitted the bid with the highest score and was awarded a contract in accordance with the terms and conditions of the Call for Tenders, the FQM being responsible for the execution of this contract (hereinafter the "Contract");

Municipality of Morin-Heights

CONSIDERING THAT in order to benefit from the terms and conditions of the Contract, the Municipality must enter into an agreement with the FQM;

CONSIDERING THAT the Municipality wishes to benefit from the terms and conditions of the Contract between the FQM and Energère;

CONSIDERING THAT the FQM agrees to sign an agreement with the Municipality of Morin-Heights so that the latter can adhere to the Contract;

It is proposed by Councillor Gilles Saulnier

IT IS RESOLVED:

THAT the Municipality of Morin-Heights participate in the call for tenders issued by the FQM and benefit from the terms and conditions of the Contract and, to this end, adhere to it:

TO AUTHORIZE the Mayor and the Director General, and they are hereby authorized, to sign, for and in the name of the Municipality, an agreement with the FQM allowing it to adhere to said contract;

TO AUTHORIZE the Director General to request the completion, on behalf of the Municipality, of the opportunity analysis and, if applicable, the feasibility analysis provided for in the call for tenders;

THAT the Director General or any person he designates be authorized to transmit any document or perform any formality arising from the agreement to be signed with the FQM, the Call for tenders or the Contract.

309.09.22 UPGRADE TO STANDARDS ROADWORK ON RUE FORGET

CONSIDERING THAT Council has authorized a development project along Forget Street which it also authorized to be conditionally reopened in resolution 52.02.22;

CONSIDERING THAT the promoter of the development project on rue Paradis has agreed to pay the cost of upgrading Forget Street, after evaluation by engineers mandated by the Municipality and paid by the developer;

WHEREAS this evaluation has been completed;

WHEREAS Forget Street is a public street;

WHEREAS the Municipal Works Act (RLRQ, c. T-14) and its section 2 provide that Council must order the required upgrading work by Council resolution;

Municipality of Morin-Heights

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

TO ORDER the upgrading of Forget Street as set out in the engineer's report attached hereto to form an integral part hereof

TO MANDATE the developer, Développement Twobolts Inc., to carry out all the required work at its expense in accordance with the conditions set out in council resolution 52.02.22;

**310.09.22 CONTRACT FOR THE SUPPLY OF SALT –
WINTER 2022-2023**

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

CONSIDERING the municipality proceeded with tenders by invitation and has invited the following companies to present their offer for the supply of road salt:

Compass Minerals Canada
Sel Cargill
Lafarge North America
Sel du Nord
Sel Warwick Inc.
Excavation Jean Miller Inc.
Mines Seleine

CONSIDERING THAT the Municipality has received offers from the following companies for the delivery of 400 metric tons:

Bidder	Price (taxes included)
Sel du Nord Inc.	\$ 58,868
Sel Warwick	\$ 49,668
Mines Seleine	- -
Compass Minerals	\$ 47,636

CONSIDERING the credits are provided for in the 2022 budget;

It is proposed by Councillor Leigh MacLeod
IT IS RESOLVED:

TO PROCEED with the awarding of a contract to the lowest bidder in conformity, Compass Minerals, for the delivery of salt to the Municipal garage and upon request, at the price of \$ 103.59 per metric ton for approximately 400 m.t, an expense of approximately \$ 47,636, including taxes.

Municipality of Morin-Heights

**311.09.22 CONTRACT FOR THE SUPPLY OF SAND –
WINTER 2022-2023**

The Mayor discloses his interests in the present dossier and leaves the meeting.

The acting mayor Louise Cossette presides over the meeting for this article of the agenda.

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

CONSIDERING the municipality proceeded with tenders by invitation and has invited the following companies to present their quote for the supply of sand for the 2022-2023 winter;

David Riddell Excavation et transport
Excavation Jean Miller Inc.
Bauval Sable L.G.
Lafarge North America

Considering the Municipality has received the following offer:

Bidder	Price (taxes included)
D. Riddell Excavation/transport	\$ 90,495.00

CONSIDERING THAT the credits are provided for in the 2022 budget;

It is proposed by Councillor Leigh MacLeod
IT IS RESOLVED:

TO PROCEED with the granting of a contract to the lowest bidder in conformity, D. Riddell Excavation/transport, at the price, before taxes, of \$17.50 per metric ton for sand and \$ 1.35 per metric ton to reserve, for a total of \$ 97,425.00, including taxes for the entire contract.

THAT the bidder be notified that the compliant particle size results must be submitted to the Administration before September 18th and that failure to do so, the offer will be deemed non-compliant and rejected.

THAT the gravel samples must be taken in the presence of a representative from the Municipality.

THAT the Public works department be authorized, as of September 22nd, 2022, to re-tender the contract should the bidder retained not be able to comply with the present resolution;

Municipality of Morin-Heights

The Mayor returns and presides over the meeting.

**312.09.22 REPEAL – PROCEDURE FOR CONNECTION REQUESTS TO
THE DRINKING WATER NETWORKS**

WHEREAS, a procedure for applications for connections to the potable water systems has existed since 2015;

WHEREAS, this procedure is no longer required since the administrative reorganization enacted in 2019;

It is proposed by Councillor Louise Cossette

BE IT RESOLVED:

TO REPEAL the Procedure for connection requests to the drinking water systems.

**313.09.22 REPORT REGARDING THE TREATMENT OF PETITIONS AND
REQUESTS**

The Director general presents Council who acknowledge receipt, of summary report regarding petitions and requests to August 31st, 2022.

**314.09.22 ADOPTION OF BY-LAW (651-2022) PROVIDING FINANCING
FOR THE ACQUISITION AND INSTALLATION OF OUTDOOR
URBAN FURNITURE AND THE DECREE OF A LOAN FOR THIS
PURPOSE**

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 Gilles Saulnier

And unanimously resolved by all councillors:

TO ADOPT the French and English versions of By-law (651-2022) providing financing for the acquisition and installation of outdoor urban furniture and the decree of a loan for this purpose as follows:

Municipality of Morin-Heights

By-law 651-2022 providing financing for the acquisition and installation of outdoor urban furniture and the decree of a loan for this purpose

EXPLANATORY NOTE

This by-law decrees, according to the by-laws and policies in effect as well as to the Municipal works Act, the acquisition of outdoor urban furniture lighting and leisure along with the work for its installation for the 2022 fiscal year.

This project will be undertaken as per the obtaining of a grant in the amount of \$ 506,892 from the Federal government's Fonds canadien de revitalization des communautés.

It provides for the repayment terms according to the Act respecting municipal debts and loans and the Municipal Code.

CONSIDERING Articles 1060.1 and following of the Quebec Municipal Code (RLRQ., ch. C-27.1);

CONSIDERING the Act respecting municipal debts and loans (RLRQ, ch. D-7) and the Municipal powers Act (RLRQ., ch. C-47.1) which grants power to the Municipality with matters pertaining to roadwork;

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

CONSIDERING the Municipality has obtained a grant in the amount of five hundred six thousand eight hundred ninety two dollars (\$ 506,892) from the Fonds canadien de revitalization des communautés to finance the acquisition and installation of the urban furniture on the Municipality's main road;

WHEREAS THAT a notice of motion was given by Councillor Gilles Saulnier at the regular Council meeting of August 10th, 2022;

WHEREAS THAT the present by-law was presented at the regular Council meeting of August 10th, 2022;

CONSEQUENTLY, the municipal council decrees the following:

CHAPTER I : INTRODUCTORY PROVISIONS

1. ***Preamble*** – The preamble forms an integral part hereof.
2. ***Authorized work*** – Council authorizes the acquisition of urban furniture and its various installation work, as specified in Annex A prepared by Mr. Michel Grenier, Director, Finance and administration department evaluated at \$ 810,500 :

Municipality of Morin-Heights

CHAPTER II : LOAN AND EXPENSES

3. ***Authorized loan-*** In order to pay for expenses specified in the present by-law, Council authorizes a loan in the amount of \$ 810,500, to be reimbursed over a period of 15 years.

4. **Authorization of expenses** – An expense of eight hundred ten thousand five hundred dollars (\$ 810,500) is authorized for the purpose of the present by-law.

5. **Allocation of the loan reduction** – Council allocates to the reduction of the loan decreed by the present by-law, any contribution or grant which may be paid for the payment of part of or the entire expense decreed by the present by-law.

Council allocates to the reduction of the loan decreed in this by-law the totality of the grant from the Canadian Community Revitalization Fund in the amount of \$506,892 and, if applicable, from any other governmental infrastructure funding program, up to the limits imposed by said program.

6. ***Deduction and levying of tax*** – To provide for expenses incurred with regards to interest and the reimbursement in capital at the loan's annual due dates, a special tax at a sufficient rate as per their value as shown on the evaluation role in effect each year, will be imposed and levied annually during the term of the loan on all taxable properties on the Municipality's territory.

7. ***Use of a surplus*** – Should the allocation amount authorized by the present by-law be higher than the amount actually spent with regards to this allocation, Council is authorized to use this surplus to pay for any other expense decreed by the present by-law for which the allocation is deemed insufficient.

CHAPTER III : FINAL PROVISIONS

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

Timothy Watchorn
Mayor

Hugo Lépine
Director general / Registrar-treasurer

Municipality of Morin-Heights

**315.09.22 REPEAL – PROCEDURE FOR DUMPING IN DITCHES OR
STREETS, STORAGE ON STREETS AND OTHER
UNAUTHORIZED USES IN THE RIGHT-OF-WAY**

WHEREAS Council adopted, in 2015, the By-law governing the occupancy of municipal buildings;

CONSIDERING THAT the Procedure regarding dumping in ditches or streets, storage on the public road and other unauthorized uses in the street right-of-way is confusing and is now obsolete given the new dynamic of work and collaboration between municipal departments;

It Is proposed by Councillor Carole Patenaude
IT IS RESOLVED:

TO REPEAL the Procedure for dumping in ditches or streets, storage on streets and other unauthorized uses in the right-of-way.

316.09.22 CONTRACT – PURCHASE OF A NEW PICK-UP TRUCK

CONSIDERING the Municipality’s requirements and needs with regards to the purchase of vehicles for the Public works and infrastructures department;

CONSIDERING the estimate of costs of a contract for the purchase of trucks based on previous years’ history and the current state of the market;

WHEREAS a call for tenders by invitation was sent on August 17th, 2022 to four potential suppliers;

Les Sommets Chevrolet Buick GMC Ltée	Alliance Ford
Léveillé Ford	Saint-Jérôme Chevrolet

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

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

Name	Price (including taxes)
Les Sommets Chevrolet	\$ 80 261,75 (without options)
Buick GMC Ltée	\$ 91 556,00 (without options)

CONSIDERING Article 936 of the Quebec municipal code;

CONSIDERING THE offer presented complies with the specifications;

Municipality of Morin-Heights

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 Claude P. Lemire
IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO GRANT the contract for the purchase of a new GMC 2500 SLE pick-up truck to Les Sommets Chevrolet Buick GMC Ltée for the amount of \$ 91,556.00 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;

317.09.22 **CONTRACT – BULK HAULING SERVICES – RESIDUAL
MULCH – STORM OF MAY 21st, 2022**

The Mayor discloses his interests in the present dossier and leaves the meeting.

The acting mayor Louise Cossette presides over the meeting for this article of the agenda.

CONSIDERING the storm of May 21st, 2022 caused several damages and several trees fell or had to be felled because of serious damage;

WHEREAS the Mayor, by virtue of the powers conferred upon him by Section 42 of the Civil Protection Act (RLRQ, c. S-2.3), has decreed on May 23, 2022, a local state of emergency for a period of 48 hours;

WHEREAS the Emergency Measures Coordinator has awarded a contract for the collection, transportation and chipping of branches throughout the territory following the storm of May 21st, 2022;

WHEREAS it is now necessary to dispose of the mulch thus produced;

WHEREAS the provisions of the Municipality's Purchasing and Supply Policy 2021;

CONSIDERING the provisions relating to direct agreement contracts contained in By-law 571-2019 on contract management;

Municipality of Morin-Heights

WHEREAS the cost of disposing of the residual mulch collected following the shredding operations is estimated at more than \$25,000 and less than \$50,001;

WHEREAS the Public Works and Infrastructures Department has proceeded with a price search with potential suppliers available in the short term in order to limit the risks of fire, namely the following companies:

Name	Price (avant taxes)
Transport Camille Dionne Inc.	42,100 \$
David Riddell transport	48 500 \$
St-Germain Inc.	30,727 \$
La Belle Tranche	None

It is proposed by Councillor Carole Patenaude
IT IS RESOLVED:

THAT the preamble is an integral part of the present document;

TO AWARD a service contract to the lowest bidder in conformity, specifically, Transport Camille Dionne inc. for an amount not exceeding \$42,100 plus taxes, to transport and dispose of the residual mulch from the storm of May 21st, 2022, as per the Municipality's indications.

The Mayor returns and presides over the meeting.

318.09.22 DIRECTOR’S MONTHLY REPORT

The Director general presents Council, who acknowledge receipt of the monthly report for August 2022 from the Director of the Urbanism and Environment department as well as the list of authorized expenses as per By-law (577-2019) regarding financial administration.

319.09.22 REPORT REGARDING PERMITS AND CERTIFICATES

The Director general presents Council who acknowledge receipt, of the list of permits and certificates to August 31st, 2022.

**320.09.22 ANIMAL PROTECTION AND CONTROL SOCIETY’S
ACTIVITY REPORT**

General management has not received any report.

Municipality of Morin-Heights

321.09.22 SPAIP – 646, CHEMIN DU VILLAGE

CONSIDERING THAT a request presented by the owner of the property located at 646, chemin du Village, within zone 47, was submitted to the site planning and architectural integration program, for approval;

CONSIDERING the submitted proposal presented by the owner to proceed with the exterior renovation of the main building as per the (420) SPAIP by-law;

CONSIDERING THAT the town planning advisory committee studied the proposal and recommends its approval by Council;

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

TO ACCEPT the request for the construction permit for the property located at 646, chemin du Village as per the submitted plans and quotes;

322.09.22 MODIFICATION TO RESOLUTION 255.07.22 REGARDING A
REQUEST FOR SPAIP AT 184, CHEMIN WATCHORN

WHEREAS Council adopted resolution 255-07-22 rejecting a request for a site plan for 184, chemin Watchorn concerning the exterior siding;

CONSIDERING THAT this request was for additional siding following duly approved extensions and renovations;

CONSIDERING THAT the proposed siding was of the same material as the rest of the existing building

WHEREAS a request was made to the Urban Planning Advisory Committee to review the initial negative recommendation in the file

WHEREAS the Planning Advisory Committee has reviewed its recommendation and this time recommends the acceptance of the request by the City Council;

It is proposed by Councillor Leigh MacLeod
IT IS RESOLVED:

TO AMEND Resolution 255-07-22 so that the stipulation reads as follows:

"TO ACCEPT the application for the issuance of the building permit for the property located at 184 Watchorn Road as per the plans and specifications submitted;"

Municipality of Morin-Heights

323.09.22 SPAIP – 214, CHEMIN WATCHORN

CONSIDERING THAT the request presented by the owner of the property located at 214, chemin Watchorn within zone 43 was submitted to the site planning and architectural integration program, for approval;

CONSIDERING THAT the submitted proposal presented by the owners to proceed with the exterior renovation of the main building as per the SPAIP by-laws;

CONSIDERING THAT the town planning advisory committee studied the proposal and recommends its approval to Council;

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

TO REJECT the construction permit request as submitted;

324.09.22 ADOPTION – BY-LAW (649-2022) REGARDING DRINKING WATER

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 Carole Patenaude
And unanimously resolved by all councillors:

TO ADOPT the French and English versions of By-law (649-2022) regarding drinking water as follows:

Municipality of Morin-Heights

By-law 649-2022 Regarding drinking water

EXPLANATORY NOTE

The present by-law enacts the Municipality's legislative framework regarding drinking water, the taking of samples, its production, distribution and consumption.

It falls on the heels of the entering into effect of the Municipality's Environmental policy and its resulting priorities.

It establishes every person's right who are supplied by the Municipality with access to superior quality drinking water compliant to the existing governmental requirements with sufficient quantity to meet their essential needs.

It previously modernizes and meets the requirements of the Quebec government's drinking water conservation strategy and its by-law regarding the quality of drinking water.

This by-law includes provisions aimed at respecting the Municipality's 2020-2030 strategic vision while integrating sustainable development principles.

It adds the Municipality's strict drinking water protection norms and guarantees that every development project cannot be undertaken to the detriment of its sources' sustainability.

It confirms the Municipality's commitment to equip all of its non-residential buildings throughout its territory with meters by September 1st, 2022.

The by-law updates the administrative framework for private aqueducts, submits them to the same drinking water supply protection norms as those applicable to the Municipality and specifies the services for water supply and analysis for private aqueducts;

Finally, the by-law modernizes the provisions regarding the application of norms in effect.

WHEREAS THAT the municipal council may, as per and in accordance to the Municipal Powers Act (RLRQ., ch. C-47.1), establish any standard pertaining to the environment, water supply, sewer and water purification throughout the Municipality's territory;

CONSIDERING Article 19 of the Municipal Powers Act (RLRQ, ch. C-47.1) in matters of the environment;

CONSIDERING the provisions of the Act to affirm the collective nature of water resources and to promote better governance of water and associated environments (RLRQ, ch. C-6.2);

WHEREAS THAT the provincial Regulation respecting the quality of drinking water (RLRQ, ch. Q-2, r. 40) and the Water withdrawal and protection regulation (RLRQ, ch. Q-2, r. 35.2);

CONSIDERING the Municipality's urbanism plan;

Municipality of Morin-Heights

CONSIDERING the Municipality's 2020-2030 strategic vision;

WHEREAS THAT a notice of motion was given by Councillor Carole Patenaude at the regular council meeting of July 13th, 2022;

WHEREAS THAT the draft by-law was presented to council and explained by the general manager at the regular meeting of July 13th, 2022;

CONSEQUENTLY, the municipal council decrees the following :

CHAPTER 1 : INTRODUCTORY PROVISIONS

1. ***Goal*** – The goal of the present by-law is to guarantee that everyone have access to superior quality drinking water throughout the territory supplied by municipal aqueduct networks and to contribute to the Municipality's quality of life.

It aims at allowing the Municipality to reach its objectives and respect the obligations stipulated in the Quebec drinking water savings strategy.

The by-law ensures the protection of the integrity of the drinking water supply by a responsible and respectful management of sustainable development principles.

2. ***Objectives*** – The objectives of the by-law are to regulate the use of drinking water in order to preserve the quality and quantity of water resources and to define measures aimed at rationalizing the use of drinking water supplied by the municipal aqueduct networks.

It also intends on defining the parameters for the management of the aqueduct networks and establish measures for the protection of the Municipality's sources of drinking water.

3. ***Definitions*** – Within the present by-law, unless otherwise specified, the terms are defined as follows:

Automatic watering : designates any watering apparatus connected to a distribution network, automatically operated, including electronic or underground devices.

Manual watering : designates watering with a hose connected to a distribution network equipped with a hand-held shut-off release while in use. It also pertains to watering using a container.

Mechanical watering : designates any watering apparatus connected to a distribution network which must be activated and turned off manually without having to be handheld during use.

Municipality of Morin-Heights

Building : designates any construction used or destined to be used to shelter or receive people, animals or objects.

Water meter : designates an apparatus used to measure water consumption.

Fertilizer : Artificial device to chemically or organically provide food to increase plant growth.

Housing : means any building destined to house human beings including among others, single family or multi-family homes, apartment buildings and intergenerational housing.

Property : designates land, buildings and improvements.

Dwelling : designates a suite to be used or destined as a residence for one or more people and which generally includes a sanitary facility as well as installations to prepare and consume meals as well as for sleeping.

Lot : means a piece of land as identified and defined on a cadastral plan presented in accordance to the requirements of the Civil Code.

Municipality : designates the Municipality as a legal entity under public law.

Person : includes a natural or legal person, partnerships, trusts and cooperatives.

Property owner : designates along with the property owner in question, the occupant, user, tenant, emphyteutic lessee, those in charge or any other beneficiary, one not necessarily excluding another.

Drinking water distribution network : designates a pipe, a conduit assembly or any installation or equipment used to distribute water destined for human consumption, also known as « aqueduct network ». Is however excluded, in the case of a building connected to a distribution network, any interior piping.

Exterior shut-off valve: designates an apparatus installed by the Municipality on the exterior of a building's service entrance, used to interrupt the building's water supply.

Interior piping : designates the interior installation of a building, from the interior shut-off valve.

Interior shut-off valve : designates an apparatus installed within a building used to interrupt the building's water supply.

Municipality of Morin-Heights

Toilet : Sanitary apparatus which includes a bowl, a reservoir or flushing system which is synonym to a toilet.

Flushing : Volume of water necessary for the cleaning of an apparatus and of its trap supplied by a drainage valve.

Main pipe : Piping installed by or for the Municipality to channel the water and allow for its redistribution.

Diversion : Part of a plumbing system which allows for the use of water coming from a public network without it having been recorded by a water meter, if applicable.

Drinking water : Water coming from a municipal water treatment system deemed fit for human consumption in order to supply the public aqueduct network.

Automatic closure: Automatic closing mechanism with handheld device attached at the end of the hose.

Water entrance pipe : Piping installed between the lot line and the interior piping of the building to the interior shut-off valve.

Service pipe : Pipe from the road's main conduit to the lot line including the exterior shut-off valve.

Water entrance :

Service connection

CHAPTER 2 : FIELD OF APPLICATION

4. ***Specified territory*** – The by-law pertains to the entire territory of the Municipality, including underground.

5. ***Specified persons*** – Any person who uses, in one way another, drinking water from a municipal aqueduct, a private well from an aquifer source located on the Municipality's territory or from any other source must respect the present by-law.

CHAPTER 3 : APPLICATION OF THE BY-LAW

4. ***Responsibility*** – The Urbanism and environment department is responsible for applying articles 4, 5, 8 and 11 as well as articles 68 to 75 and consequently, exercise the powers conferred as per the by-law.

The public works and infrastructure department is responsible for applying articles 6, 7 and 11 as well as articles 65 to 67, 76 and 77 and consequently, exercises the powers conferred as per the by-law.

Municipality of Morin-Heights

5. ***Obstruction to the application of the by-law*** – Whomever prevents an employee of the Municipality or any other employed person from undertaking repair work, from reading or verifying, interferes or disturbs them while exercising their tasks, or damages in any way, the distribution network, their devices or accessories, hinders or restricts the operating of the drinking water network, its associated accessories or devices is responsible for damages to the above-mentioned equipment because of their actions, contravene to the present by-law and is liable for sanctions stipulated therein.

6. ***Access to properties*** – The employees specifically designated by the Municipality have the right to enter at reasonable periods, between 7 :00 and 19 :00 in any public or private location within or outside of the Municipality's limits and remain as long as necessary in order to carry-out a repair or to observe if the provisions in the present by-law have been abided by.

Any reasonable collaboration required by a property owner, his representative or any person occupying the location visited must be given to them to facilitate their access.

These employees must have on their person and have visible, when required, a proof of identification issued by the Municipality.

Furthermore, these employees have access, on the inside of buildings, to the indoor valves.

7. ***Closure of water entrances*** - Municipal employees who are authorized, for this purpose, are authorized to shut-off any water entrance to undertake repairs to the distribution network with the Municipality being responsible for any damage resulting in these interruptions.

However, such employees must notify, by any reasonable means, the concerned consumers of water, unless in emergency circumstances.

8. ***Pressure and water flow*** – Notwithstanding the type of connection the Municipality does not guarantee an uninterrupted service nor a determined pressure or flow of water.

A water flow debit or pressure insufficiency does not justify an omission of payment of a compensation, tax or tariff related to the water service of part hereof or reimbursement in whole or in part.

If deemed opportune, the Municipality may require that a property owner install a pressure reducer with a manometer when it surpasses 550 kPa, which must be maintained in proper operating order.

Municipality of Morin-Heights

9. ***Municipal responsibility regarding water service*** – The Municipality is not responsible for damages caused by a too strong or too weak water pressure.

The Municipality cannot be held responsible for losses or damages caused by an interruption or insufficient water supply, if the cause is an accident, a fire, a strike, a riot, a war or for any other cause which is out of its control.

The Municipality is not responsible for damages caused to a private property by water coming from a device used to control water supply such as a faucet or other.

10. ***Management of drinking water*** – The Municipality may take the necessary measures to restrict consumption if the water reserves become insufficient pursuant to the provisions and terms specified in chapter 9.

In such cases, the Municipality may supply water while giving preference to properties deemed a priority before supplying property owners connected to a drinking water distribution network.

11. ***Booster pump*** – It is prohibited to install a booster pump onto a water entrance pipe connected to the municipal aqueduct without having previously obtained the Municipality's written authorization.

12. ***Property owners' responsibility*** – Each property owner must provide, when requested by the Municipality, one or more plan regarding the interior piping of a building or operating details of a device which uses the Municipality's drinking water distribution network.

The property owner of a building or part of a building must provide, install and keep in good operating condition, any piping or necessary piping needed to receive, control, distribute or use water inside or outside his building.

CHAPTER 4 : INDOOR WATER USAGE

13. ***Plumbing code*** – The design and carrying-out of all work pertaining to a plumbing system, undertaken as of the entering into effect of the present by-law must comply to the Code de construction du Québec, chapter III — Plumbing and Quebec Safety Code, chapter I — Plumbing, latest versions.

Modifications made to the codes mentioned in the first paragraph will be part of the present by-law as per the terms of Council's resolution in accordance to Article 6 of the Municipal Powers Act (RLRQ., ch. C-47.1).

Municipality of Morin-Heights

14. ***Air conditioning, refrigeration and compressors*** – It is prohibited to install any air conditioning or refrigeration system which uses drinking water.

This type of system installed before the entering into effect of this by-law must be replaced before January 1st, 2024 by a system which does not use drinking water.

Despite the first paragraph of this article, it is permitted to use an air conditioning or refrigeration system when it is connected to a recirculation loop on which regular maintenance is being done.

It is prohibited to install any compressor using drinking water.

This type of compressor installed before the entering into effect of this by-law must be replaced before January 1st, 2024 by a compressor which does not use drinking water.

Despite the fourth paragraph of this article, it is prohibited from using a compressor when it is connected to a recirculation loop on which regular maintenance is being done.

15. ***Disconnection, replacement of a connection service*** – Each person must notify the Municipality before disconnecting, replacing or moving any service connection.

A permit must be obtained from the Municipality, payment made for excavation and repairs for this cut-off as well as other costs incurred by this disconnection, replacement or move which the Municipality may decree by this by-law.

This also pertains to the service connections supplying automatic sprinkler systems.

16. ***Supply pipe defects*** – Any occupant of a building must notify the Municipality as soon as an abnormal noise can be heard or notices an irregularity to the connection.

Municipal employees will then locate the defect and proceed with the repairs.

If the defect is located within the private piping between the shut-off valve and the meter or between the shut-off faucet and shut-off valve inside the building, if there is no meter or if the meter was installed in a room near the street line, if there are no meters or if the meter is installed in a room near the line of the road, the Municipality notifies the property owner to undertake the repairs within 15 days.

(cont'd in Part 2)