

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, April 12th, 2023 at which were present:

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

forming quorum under the chairmanship of Mayor Tim Watchorn.

The Director general, Mr. Hugo Lépine is present.

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

119.04.23 ADOPTION OF THE AGENDA

It is proposed by Councillor Carole Patenaude

And unanimously resolved by all councillors:

TO ADOPT the agenda as presented by 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 meeting of March 8 th , 2023 |
| 3 2 | Minutes of the special meeting of March 20 th , 2023 |
| 3 3 | Minutes of the local heritage council meeting of March 22 nd , 2023 |
| 3 4 | Minutes of the Environment advisory committee meeting of March 16 th , 2023 |
| 3 5 | Minutes of correction – Resolution 416.11.22 – Contract – Purchase of a snow removal tractor |
| 4 | DIRECTOR GENERAL'S MONTHLY REPORT |
| 4 1 | Report regarding the follow-up of dossiers |
| 4 2 | Report regarding the use of delegated power |
| 4 3 | Report regarding budgetary transfers |

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- 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 Adjudication of the issuance of banknotes – Renewal of various loans
- 5 4 2 Concurrence and short-term resolution for a bond issue in the amount of \$ 3 836,000 to be completed on April 24th, 2023
- 5 4 3 Notice of motion and tabling – By-law (669-2023) providing financing for the acquisition of lots 4 186 899, 4 186 900, 5 491 369 et 3 737 991 and decree of a loan for this purpose
- 5 4 4 Exercise of the right of first refusal on lots 4 186 899, 4 186 900, 5 491 369 et 3 737 991
- 5 4 5 Authorization to tender regarding the Municipality's group insurance
- 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 Hiring – junior firefighters
- 6 4 By-laws and various resolutions
- 6 4 1 Authorization for a roadblock for the 2023 Garde-Manger PDH food drive
- 6 4 2 2022 annual activity report – risk coverage plan
- 7 PUBLIC WORKS AND INFRASTRUCTURES**
- 7 1 Director's monthly report
- 7 2 Public works, buildings and facilities
- 7 2 1 Contract for lawn maintenance – rejection of offer
- 7 2 2 Contract – supply of granular material
- 7 2 3 Contract – Paving repairs – rue Bennett
- 7 2 4 Permit request to the Quebec Ministry of transport regarding the LED lighting system conversion project
- 7 2 5 Contract – Janitorial services - renewal option
- 7 2 6 Local roads assistance program – status of work
- 7 3 Environmental hygiene
- 7 3 1 Contract – Professional services – Automated systems for aqueducts
- 7 4 Report regarding the treatment of petitions and requests
- 7 5 Human resources
- 7 5 1 Hiring of a full-time horticulturist
- 7 5 2 Dismissal of employee 133
- 7 6 By-laws and various resolutions
- 7 6 1 Adoption – By-law (661-2023) providing financing for the upgrades to the Riverview aqueduct station and a loan for this purpose
- 7 6 2 Adoption – By-law (662-2023) providing financing for the upgrades to the Alpino aqueduct station and a loan for this purpose
- 7 6 3 Adoption – By-law (663-2023) providing financing for the upgrades to the Salzbouurg aqueduct station and a loan for this purpose
- 7 6 4 Adoption – By-law (664-2023) providing financing for the upgrades to the Bastien aqueduct station and a loan for this purpose
- 7 6 5 Adoption – By-law (665-2023) providing financing for the work to increase the capacity of the Balmoral aqueduct station and a loan for this purpose
- 7 6 6 Adoption – By-law (666-2023) providing financing for the repairs to the roof of the municipal garage and a loan for this purpose
- 7 6 7 -
- 7 6 8 Repeal of the surplus excavation policy
- 7 6 9 Modification to the Municipality of infrastructures policy
- 7 6 10 Notice of motion and tabling of By-law (668-2023) providing financing for the 2023 roadwork and decree of a loan for this purpose

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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 exemption and SPAIP
8	5	Human resources
8	6	By-laws and various resolutions
8	6 1	Notice of motion – By-laws modifying Zoning by-law (642-2022) in order for the usage « Short-term rental » be strictly prohibited within zones AF-1, C-1, C-2, C-4, C-5, C-6, CONS-1, CONS-2, I-1, I-2, MIX-2, MIX-3, REC-1, REC-2, REC-3, REC-4, REC-5, RF-1, RF-2, RF-3, RF-4, RF-5, RF-6, RF-7, RF-8, RF-9, RF-10, RF-11, RV-1, RV-2, RV-3, RV-4, RV-5, RV-6, RV-9, RV-10, RV-11, RV-12, RV-13, RV-14, RV-15, RV-16, RV-17, RV-18, RV-19, RV-20, RV-21, RV-22, RV-23, RV-24, RV-25, RV-26, RV-27, RV-28, RV-29, RV-30, RV-31, RV-32, RV-33, RV-34, RV-35 and RV-37
8	6 2	Contribution for parks, playground or natural area purposes – lots 3 205 984 and 3 205 985, Lakeshore
8	6 3	Contract – Purchase of a business vehicle
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	7	By-laws and various resolutions
9	7 1	Adoption – By-law (654-2022) concerning the recognition of the United Church of Canada in Morin-Heights as a cultural heritage
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

120.04.23 MINUTES OF THE REGULAR MEETING OF MARCH 8TH, 2023

The minutes of the regular meeting of March 8th, 2023 were notified to Council members, by means of the electronic assembly file folder.

It is proposed by Councillor Peter MacLaurin
And unanimously resolved by all councillors:

TO ADOPT the minutes of the regular meeting of March 8th, 2023;

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121.04.23 MINUTES OF THE SPECIAL MEETING OF MARCH 20TH,
2023

The minutes of the special meeting of March 20th, 2023 were notified to Council members, by means of the electronic assembly file folder.

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

TO ADOPT the minutes of the special meeting of March 20th, 2023;

122.04.23 MINUTES OF THE LOCAL HERITAGE COUNCIL MEETING OF
MARCH 22ND, 2023

The Director general presents the minutes of the local heritage council meeting of March 22nd, 2023 via the electronic file;

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

TO ADOPT the minutes of the local heritage council meeting of March 22nd, 2023 and make the pertinent recommendations.

123.04.23 MINUTES OF THE ENVIRONMENT ADVISORY COMMITTEE
MEETING OF MARCH 16TH, 2023

The Director general presents the minutes of the latest Environment advisory committee meeting of March 16th, 2023 via the electronic file;

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

TO ADOPT the minutes of the latest environment advisory committee meeting of March 16th, 2023 and make the pertinent recommendations.

124.04.23 MINUTES OF CORRECTION – RESOLUTION 416.11.22 –
CONTRACT – PURCHASE OF A SNOW REMOVAL TRACTOR

Minutes of correction of resolution 416.11.22;

In accordance to Article 202.1 C.M., the Director general presents the municipal council with the following minutes of correction for resolution 416.11.22 as it appears in the documents submitted to the municipal council.

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125.04.23 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.

126.04.23 REPORT REGARDING THE FOLLOW-UP OF DOSSIERS

The Director general presents his monthly activities report.

127.04.23 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.

128.04.23 REPORT REGARDING BUDGETARY TRANSFERS

In accordance with By-law (577-2019) regarding financial administration, the Director General tables a report on the budget transfers authorized during the last month.

129.04.23 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of March 2023 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 March 1st to 31st, 2023	
Purchases of the month	\$ 1 115,721.00
Total supplier purchases	\$ 1 115 121.00
Direct bank payments	\$ 2 334.00
Sub-total – purchases and direct payments	\$ 1 118 055.00
Net salaries	\$ 203 768.00
GRAND TOTAL (March 2023)	\$ 1 321 823.00

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

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130.04.23 STATEMENT OF FINANCIAL ACTIVITIES

The Director general presents Council who acknowledges receipt of the statement of financial activities to March 31st, 2023 and comments on them.

131.04.23 ADJUDICATION OF THE ISSUANCE OF BANKNTES – RENEWAL OF VARIOUS LOANS

WHEREAS the provisions of articles 1065 and following of the Municipal Code (RLRQ., c. C-27.1) and the Municipal Debt and Loans Act (RLRQ., c. D-7);

WHEREAS the Director General may award the contract hereunder in accordance with Section 40.3 of the Financial Administration By-law (577-2019);

WHEREAS in accordance with borrowing by-laws 423 (Chemin de la Petite Suisse), 494-2012 (Paving work), 517-2014 (Which decrees the municipalisation of the Ski Morin Heights drinking water network, the upgrading work and a loan for this purpose in the amount of \$ 1 432,000), 517-2014 (Which decrees the municipalisation of the Ski Morin Heights drinking water network, the upgrading work and a loan for this purpose in the amount of \$ 1 432,000), 525-2015 (Work at 27, rue Bellevue), 543-2013 (Restoration of 27, rue Bellevue), 546-2016 (Lighting – Doral sector), 548-2016 (Which decrees the work for the replacement of the drinking water distribution network and the pertinent work on chemin du Village and a loan for this purpose within the gasoline excise tax reimbursement program, 584-2019 (Providing financing for the construction of outdoor skating rinks as well as a service building and the decree of a loan for this purpose, 636-2022 (Providing financing for the repair work on the aqueduct conduits on Argyle and Campbell roads and the decree of a loan for this purpose, the Municipality wishes to issue a series of bonds, one bond per maturity;

WHEREAS the Municipality has requested, in this regard, through the electronic system "Service d'adjudication et de publication des résultats de titres d'emprunts émis aux fins du financement municipal", bids for the sale of a bond issue, dated April 24th, 2023 in the amount of \$3,836,000;

WHEREAS, following the public call for tenders for the sale of the above-designated issue, the Department of Finance received five compliant bids, all in accordance with Section 1066 of the Quebec Municipal Code (RLRQ, chapter C 27.1) and the resolution adopted pursuant to this section;

Municipality of Morin-Heights

1. Marché Mondiaux CIBC Inc.		
\$ 233,000	5,00000 %	April 24 th , 2024
\$ 244,000	4,60000 %	April 24 th , 2025
\$ 256,000	4,40000 %	April 24 th , 2026
\$ 268,000	4,20000 %	April 24 th , 2027
\$ 2 835,000	4,20000 %	April 24 th , 2028
Price : 99,18370	True cost :	4,44327 %

2. Valeurs mobilières Banque Laurentienne Inc.		
\$ 233,000	4,80000 %	April 24 th , 2024
\$ 244,000	4,50000 %	April 24 th , 2025
\$ 256,000	4,25000 %	April 24 th , 2026
\$ 268,000	4,10000 %	April 24 th , 2027
\$ 2 835,000	4,10000 %	April 24 th , 2028
Price : 98,76462	True cost :	4,44689 %

3. Valeurs mobilières Desjardins Inc.		
233,000 \$	4,85000 %	April 24 th , 2024
244,000 \$	4,60000 %	April 24 th , 2025
256,000 \$	4,25000 %	April 24 th , 2026
268,000 \$	4,10000 %	April 24 th , 2027
2 835,000 \$	4,05000 %	April 24 th , 2028
Price: 98,56900	True cost :	4,45895 %

4. La Banque Toronto-Dominion		
233,000 \$	4,80000 %	April 24 th , 2024
244,000 \$	4,50000 %	April 24 th , 2025
256,000 \$	4,25000 %	April 24 th , 2026
268,000 \$	4,10000 %	April 24 th , 2027
2 835,000 \$	4,10000 %	April 24 th , 2028
Price: 98,58985	True cost :	4,49213 %

5. Financière Banque Nationale Inc.		
233,000 \$	4,80000 %	April 24 th , 2024
244,000 \$	4,40000 %	April 24 th , 2025
256,000 \$	4,10000 %	April 24 th , 2026
268,000 \$	4,10000 %	April 24 th , 2027
2 835,000 \$	4,05000 %	April 24 th , 2028
Price: 98,35400	True cost :	4,50048 %

WHEREAS the result of the actual cost calculation indicates that the bid submitted by the firm Marchés Mondiaux CIBC Inc. is the most advantageous;

It is proposed by Councillor Claude P. Lemire and unanimously resolved ;

THAT the preamble to this resolution be made an integral part of it as if it were reproduced here in full;

THAT the Municipality of Morin-Heights bond issue in the amount of \$3 836,000 be awarded to the firm Marchés Mondiaux CIBC Inc.;

Municipality of Morin-Heights

THAT the request be made to the latter to mandate CDS Clearing and Depository Services Inc. for the book entry of this issue;

THAT CDS act on behalf of its participants as book-entry agent, bondholder agent, paying agent and responsible for the transactions to be carried out in respect of its participants;

THAT CDS proceed with the transfer of funds in accordance with the legal requirements of the bond, to this effect, Council authorizes the Secretary-Treasurer to sign the document required by the Canadian banking system entitled "Authorization for the Pre-Authorized Debit Plan for Business";

THAT the Mayor and the registrar-treasurer be authorized to sign the bonds covered by this issue, one bond per maturity.

132.04.23 CONCURRENCE AND SHORT-TERM RESOLUTION FOR A BOND ISSUE IN THE AMOUNT OF \$ 3 836 000 TO BE COMPLETED ON APRIL 24TH, 2023

WHEREAS, in accordance with the following borrowing by-laws and for the amounts indicated opposite each of them, the Municipality of Morin-Heights wishes to issue a series of bonds, one bond per maturity, for a total amount of \$ 3 836,000 to be realized on April 24th, 2023, distributed as follows:

Borrowing by-laws #	For an amount of \$
423 Chemin de la Petite Suisse	\$ 82,000
494-2012 Paving work	\$ 628,000
517-2014 Which decrees the municipalisation of the Ski Morin Heights drinking water network, the upgrading work and a loan of \$ 1 432,000 \$ for this purpose	\$ 392,800
517-2014 Which decrees the municipaliation of the Ski Morin Heights drinking water network, the upgrading work and a loan of \$ 1 432,000 for this purpose	\$ 332,400
525-2015 Work at 27, rue Bellevue	\$ 399,600
543-2013 Restoration at 27, rue Bellevue	\$ 782,600
546-2016 Lighting - Doral sector	\$ 18,000
548-2016 Which decrees the work for the replacement of the drinking water distribution network and the pertinent work on chemin du Village and a loan for this purpose within the gasoline excise tax reimbursement program	\$ 726,600
584-2019 Providing financing for the construction of outdoor skating rinks as well as a service building and the decree of a loan for this purpose	\$ 303,515
636-2022 Providing financing for the repair work on the aqueduct conduits on Argyle and Campbell roads and the decree of a loan for this purpose	\$ 170,485

WHEREAS it is necessary to amend the borrowing by-laws accordingly;

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WHEREAS, in accordance with the 1st paragraph of Section 2 of the Act respecting municipal debts and loans (RLRQ, chapter D 7), for the purposes of this bond issue and for borrowing by-laws number 494-2012, 517-2014, 525-2015, 543-2016, 548-2016, 584-2019 and 636-2022, the Municipality of Morin Heights wishes to issue for a shorter term than the one originally set in these by-laws;

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

THAT the borrowing by-laws indicated in the 1st paragraph of the preamble be financed by bonds, in accordance with the following:

1. the bonds, one bond per maturity, will be dated April 24th, 2023;
2. interest will be payable semi-annually on April 24th and October 24th of each year;
3. the bonds shall not be redeemable in advance; however, they may be redeemed with the consent of the holders in accordance with the Act respecting municipal debts and loans (R.S.Q., c. M-7);
4. the Bonds will be registered in the name of CDS Clearing and Depository Services Inc. and will be deposited with CDS;
5. CDS will act on behalf of its participants as Book-Entry Agent, Bondholder Agent, Paying Agent and Transaction Agent for its participants;
6. CDS will affect the transfer of funds in accordance with the legal requirements of the Bond, to which end the Board authorizes the Clerk-Treasurer to execute the document required by the Canadian banking system entitled "Authorization for Corporate pre-authorized debit Plan";
7. CDS shall make payments of principal and interest to participants by electronic funds transfer and, for this purpose, CDS shall directly debit the required amounts from the following account:

C.D. DE LA VALLEE DES PAYS D'EN HAUT
218, RUE PRINCIPALE
SAINT SAUVEUR, QC J0R 1R0
8. That the bonds be signed by the mayor and the secretary treasurer. The Municipality of Morin-Heights, as permitted by the Act, has mandated CDS to act as authenticating financial agent and the bonds will come into force only when they have been authenticated;

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THAT, with respect to the annual capital amortizations provided for the years 2029 and following, the term provided for in borrowing by-laws 494-2012, 517-2014, 525-2015, 543-2016, 548-2016, 584-2019 and 636-2022 be shorter than the one originally set, that is, for a term of **five (5) years** (starting on April 24th, 2023), instead of the term prescribed for said amortizations, each subsequent issue being for the balance or part of the balance due on the loan;

A.M. 14.04.23 NOTICE OF MOTION AND TABLING – BY-LAW (669-2023) PROVIDING FINANCING FOR THE ACQUISITION OF LOTS 4 186 899, 4 186 900, 5 491 369 AND 3 737 991 AND DECREE OF A LOAN FOR THIS PURPOSE

Notice of motion is given by Councillor Gilles Saulnier that By-law (669-2023) providing financing for the acquisition of lots 4 186 899, 4 186 900, 5 491 369 et 3 737 991 and decree of a loan for this purpose will be presented at a future council meeting.

Draft by-law (669-2023) providing financing for the acquisition of lots 4 186 899, 4 186 900, 5 491 369 et 3 737 991 and decree of a loan for this purpose is presented herewith.

**133.04.23 EXERCISE OF THE RIGHT OF FIRST REFUSAL ON LOTS
4 186 899, 4 186 900, 5 491 369 AND 3 737 991**

WHEREAS on August 10th, 2022 and February 8th, 2023, the Municipality authorized, by resolutions 271-08-22 and 46-02-23, the publication of a notice of subjection of lots 4,186,899, 4,186,900, 5,491,369 and 3,737,991 to the right of pre-emption provided for in Section 3 of By-law (640-2022) on the exercise of the right of pre-emption on an immovable on the territory;

WHEREAS on February 23rd, 2023, the Municipality received by email and via notary, a copy of an accepted offer to purchase the said lots;

WHEREAS, in accordance with Article 1104.1.5 of the Municipal Code, the Municipality must make known its intention or not to exercise the above-mentioned right of pre-emption within sixty (60) days following the formal receipt of a copy of any offer to purchase accepted by the owner;

CONSIDERING the reasons given in support of resolutions 271-08-22 and 46-02-23 to justify the exercise of a right of first refusal;

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CONSIDERING THAT the offerors for the purchase of the lots covered by this resolution have made known their intention to proceed with a residential development of these lots if the projected transaction is completed and if the Municipality does not exercise its right of first refusal;

It is proposed by Councillor Gilles Saulnier

IT IS RESOLVED:

TO NOTIFY (or not) to the owner a notice of intention to exercise its right of pre-emption and to acquire lots 4,186,899, 4,186,900, 5,491,369 and 3,737,991 at the price and under the conditions that are set out in the offer of February 23, 2023, attached hereto to form an integral part hereof, subject to any modification subsequently agreed upon with the owner;

TO MANDATE the Director General, and he is hereby mandated, to sign, for and in the name of the Municipality, such a notice of intent conditional to the ministerial approval of any borrowing by-law to finance the acquisition of said lots;

134.04.23 AUTHORIZATION TO TENDER REGARDING THE MUNICIPALITY'S GROUP INSURANCE

WHEREAS, in accordance with Section 14.7.1 of the Municipal Code (RLRQ, ch. C-27.1) and the UMQ Solution (group insurance), the Municipality wishes to authorize the launching of a public call for tenders to obtain group insurance products for its employees and, when applicable, for its elected officials, for the period of January 1st, 2024 to December 31st, 2028;

WHEREAS Mallette actuaries Inc. has already been awarded the mandate, following a public call for tenders, for the independent consulting services required by the Union des municipalités du Québec (UMQ) in the application of the UMQ Solution;

WHEREAS the remuneration provided for in the contract - UMQ Solution - to be awarded is 0.65% to the consultant Mallette actuaires Inc. and the management fees provided for the UMQ are 1.15 %;

WHEREAS the Municipality now wishes to confirm its adherence to the UMQ group insurance solution and the mandate to Mallette actuaries Inc. accordingly;

It is proposed by Councillor Carole Patenaude

IT IS RESOLVED:

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

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TO CONFIRM its adhesion to the UMQ Solution for group insurance for its employees and/or elected officials, at the municipality's choice, for a maximum period of five years, from January 1st, 2024 to December 31st, 2028;

TO MANDATE the UMQ to act as its agent to represent it in the group insurance contract to be awarded following the application of the present document as well as its renewal, as well as for access to its group insurance file with the insurer, in compliance with the rules of protection of personal information;

TO PAY the UMQ a management fee of 1.15% of the total premiums paid by the Municipality during the contract and a fee of 0.65% of the total premiums paid by the Municipality to the consultant Mallette Actuaries Inc. whose mandate the Municipality also joins, obtained for the grouping, following a public invitation to tender;

TO RESPECT the terms and conditions of the contract to be entered into with the insurance company to which the contract will be awarded as well as the conditions of the consultant's mandate.

135.04.23 MONTHLY REPORT FROM THE DIRECTOR

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

136.04.23 SÛRETÉ DU QUÉBEC POLICE DEPARTMENT'S MONTHLY REPORT

General management has not received any report.

137.04.23 HIRING – JUNIOR FIREFIGHTERS

CONSIDERING the fire department's needs;

WHEREAS THAT the Fire department, in accordance to the policies in effect and to the firefighter's collective agreement, proceeded with a call for candidacies to fill available and vacant part time and on-call positions;

CONSIDERING THAT the selection committee, comprised of the director and assistant-director of the fire department, proceeded with the analysis of candidacies received and to the pertinent interviews;

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CONSIDERING the selection committee's report and recommendation;

It is proposed by Councillor Leigh MacLeod

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO PROCEED with the hiring of Mr. Samuel Boyer and Mr. Kevin Lisio as part-time, on-call junior firefighters at the conditions stipulated in the policies in effect and pursuant to the terms of the collective agreement in effect for the Municipality's firefighters;

TO MANDATE the Director of finance and the Director of the Fire department to follow-up with this dossier.

138.04.23 AUTHORIZATION FOR A ROADBLOCK FOR THE 2023 GARDE -MANGER PDH FOOD DRIVE

CONSIDERING that Council has received the following request from the Garde-manger des Pays-d'en-Haut regarding the organizing of its annual food drive which will be held on December 9th;

CONSIDERING the Garde-manger des Pays-d'en-Haut is responsible for obtaining the proper authorization from the Minister of transport and the Sûreté du Québec;

TAKING INTO ACCOUNT By-law SQ-2019 regarding traffic and parking and the road safety Code;

It is proposed by Councillor Leigh MacLeod

And unanimously resolved by all councillors:

TO SUPPORT the organization's request made to the Minister of Transport for the set-up of a roadblock next December 9th at the intersection of Village road and Route 364;

TO NOTIFY the Garde-manger des Pays-d'en-Haut that they are responsible for gathering volunteers and the necessary personnel for the activities;

139.04.23 2021 ANNUAL ACTIVITY REPORT – RISK COVERAGE PLAN

CONSIDERING the recommendation issued by the members of the Pays-d'en-Haut fire safety committee (CSI) to proceed with the adoption of the 2022 statement for the MRC des Pays-d'en-Haut's territory regarding its forwarding to the Ministry of public safety (MSP) in accordance to the Fire safety Act (RLRQ., ch. S-3-4);

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It is proposed by Councillor Leigh MacLeod
And resolved:

TO APPROVE the 2022 statement for the application of the risk coverage fire safety (SCRI) and authorize its forwarding to the general management of the Ministry of public safety (MSP);

140.04.23 MONTHLY REPORT FROM THE DIRECTOR

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

141.04.23 CONTRACT FOR LAWN MAINTENANCE – REJECTION OF OFFER

CONSIDERING THE Municipality’s 2023 budget;

CONSIDERING By-law (571-2019) regarding contractual management and its regulations regarding the management of call or tenders for contracts between \$50 000 and less than \$121,200;

CONSIDERING THAT the Administration proceeded with a call for tenders on invitation for lawn maintenance for 2023, 2024 along with an optional year;

CONSIDERING THAT the Municipality has received the following compliant offer:

Name	Price (including taxes)
Pelouse Croque-Herbes Inc.	\$ 270,731.08

CONSIDERING a selection committee proceeded with the analysis of tenders received and has presented its report;

WHEREAS THAT the only offer presented far exceeds the initial estimate for this contract as well as the budget allocated;

It is proposed by Councillor Peter MacLaurin
IT IS RESOLVED:

THAT THE preamble form an integral part hereof;

TO REJECT all offers received as per the call for tenders number 2023-12;

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142.03.23 **CONTRACT – SUPPLY OF GRANULAR MATERIAL**

The Mayor divulges his interest in the present dossier and withdraws from the meeting.

The acting mayor Carole Patenaude presides over the meeting for this article of the agenda.

CONSIDERING the Municipality's requirements and needs with regards the purchase of granular material;

CONSIDERING the estimate of costs of a contract for the granular material based on previous years' history;

WHEREAS the need for granular material is recurrent but the quantity, pace and frequency of acquisition are uncertain;

WHEREAS THAT Article 936.0.1.3 of the Municipal Code (RLRQ, ch. C-27.1) allow for the Municipality to enter into purchase order contracts,

WHEREAS a call for tenders by invitation was sent on March 22nd to four potential suppliers;

- Location Jean Miller Inc.
- David Riddell Excavation et transport
- Lafarge Canada Inc.
- Sintra

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

CONSIDERING the Municipality has received two quotes within the delays stipulated in the specifications, specifically:

- Lafarge Canada Inc.
- David Riddell excavation/transport

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;

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It is proposed by Councillor Peter MacLaurin

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO AUTHORIZE the Public works department to call upon the services of the suppliers having presented the lowest offer in conformity to the applicable Laws, as shown in the minutes of the opening of offers attached herewith forming an integral part hereof;

TO AUTHORIZE the payment will be made after verification of quantities and price per unit submitted on the forms;

TO REQUIRE the delivery, if necessary, be made during the Public works and infrastructures department's regular hours in accordance to By-law SQ-2019 regarding traffic, parking, peace and order;

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;

The Mayor returns to the meeting and presides over the debates.

143.04.23 **CONTRACT – PAVING REPAIRS – RUE BENNETT**

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

The acting Mayor Carole Patenaude presides over the meeting for this article of the agenda.

CONSIDERING THE Municipality's PTI 2023-2024-2025;

CONSIDERING By-law (571-2019) regarding contractual management and its regulations regarding the management of call or tenders for contracts over \$ 121 200;

CONSIDERING THAT the Administration proceeded with a public call for tenders via SEAO for the paving repairs of rue Bennett ;

CONSIDERING THAT the Municipality has received the following seven compliant tenders:

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Name	Price (including taxes)
Monco Construction Inc.	\$ 559 275,63
D. Riddell Exc/transport	\$ 564 375,92
Excapro Inc.	\$ 598 332,65
Pavage Jérômien Inc.	\$ 959 863,04
LEGD Inc.	\$ 640 359,99
Entreprises C. Rodrigue	\$ 632 388,93
9267-7368 Quebec Inc.	\$ 585 004,91

CONSIDERING a selection committee proceeded with the analysis of tenders received and has presented its report;

It is proposed by Councillor Louise Cossette

IT IS RESOLVED:

TO GRANT the contract for the paving repairs to rue Bennett to the lowest bidder in conformity, specifically Monco Construction Inc. for the amount of \$ 559 275,63, including taxes conditional to the obtaining of the ministry's authorization for the borrowing by-law allowing for the funding of this project;

TO AUTHORIZE the Director general to sign any document for the follow-up hereof.

The Mayor returns to the meeting and presides over the debates.

**144.04.23 PERMIT REQUEST TO THE QUEBEC MINISTRY OF
TRANSPORT REGARDING THE LED LIGHTING SYSTEM
CONVERSION PROJECT**

WHEREAS Council has given its approval to the realization of a project to convert the public lighting system to LED technology within the framework of the contract between Énergère Inc. and the Fédération québécoise des municipalités in which the Municipality participates by virtue of resolution 308-09-22;

WHEREAS the Municipality has signed, as a result, an agreement approved in this same resolution;

WHEREAS Council has authorized the execution of the work provided for in a contract awarded to Energère Inc. in resolution 468-12-22;

WHEREAS certain municipal light fixtures are located in the area under the management of the ministère des Transports du Québec, along routes 329 and 364;

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WHEREAS a road permit is required, pursuant to Section 37 of the Roads Act (RLRQ, c. V-2), in order to carry out the upcoming work on said municipal lights;

It is proposed by Councillor Peter MacLaurin

IT IS RESOLVED :

TO CONFIRM that the Municipality is the owner of the luminaires covered by the request for road permission;

TO CONFIRM that the Municipality assumes all costs related to the work of the said request;

TO CONFIRM that the Municipality has obtained a certificate of compliance from an engineer for the conversion of municipal lighting fixtures located along the road network under the management of the Ministère des Transports;

TO CONFIRM a commitment to assume the costs and responsibility for the inspection, maintenance and electricity of the equipment covered by this resolution;

145.04.23 CONTRACT – JANITORIAL SERVICES – RENEWAL OPTION

CONSIDERING the Municipality's 2023 budget;

WHEREAS THAT resolution 163.05.22 granted the contract for janitorial services for Chalet Bellevue for a period of one year with the option of renewing for one year to Services d'entretien Optimal Inc. for an amount of \$ 60,085.93 including taxes;

CONSIDERING THAT the Public works and infrastructures department proceeded with a performance evaluation of this business;

WHEREAS THAT this evaluation was positive and that the Director, Public works and infrastructures recommends that Council take advantage of the option to renew for one year for an amount of \$ 61,258.68 including taxes as specified in the offer of May 2022;

It is proposed by Councillor Carole Patenaude

IT IS RESOLVED:

TO EXERCISE the option to renew the janitorial services contract for Chalet Bellevue for one year granted to Services d'entretien Optimal Inc. within resolution 165.05.22 for the amount of \$ 61,258.68 including taxes;

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TO AUTHORIZE the Director general and he is hereinafter authorized to sign for and in the Municipality's name, any document to follow up on the present;

146.04.23 LOCAL ROADS ASSISTANCE PROGRAM – STATUS OF WORK

CONSIDERING THAT the Municipality's file of the Local Roads Assistance Program (PAVL) number CKJ78362 concerns various roadway repairs;

CONSIDERING the letter of announcement dated November 11th, 2021 confirming the grant awarded within the framework of this program and the work which is the object of this grant;

Considering that it is the Municipality's responsibility to carry out the work within a period of 12 months from the date of issuance of the Minister's letter of announcement;

CONSIDERING THAT it is the responsibility of the Municipality to confirm to the Minister, by resolution, if the work could not be completed within a 12-month period and its intention to complete the authorized work as well as the schedule for this purpose;

CONSIDERING THAT the authorized work on chemin Bélisle and Rang 2 must be completed between June 1st and September 30th, 2023;

It is proposed by Councillor Louise Cossette

IT IS RESOLVED:

TO CONFIRM to the Minister the municipality's intention to complete the authorized work by September 30th, 2023 and to request, consequently, an extension of twelve (12) additional months from the date of the letter of announcement in order to ensure the completion of the last authorized work;

147.04.23 CONTRACT – PROFESSIONAL SERVICES – AUTOMATED SYSTEMS FOR AQUEDUCTS

WHEREAS the Municipality's aqueducts operate with automated computerized control and monitoring systems;

WHEREAS the aqueducts are subject to improvement work and upgrading to standards, which work is planned in the Municipality's 2023-2024-2025 three-Year capital expenditure program and financed by various borrowing by-laws;

Municipality of Morin-Heights

WHEREAS the automated water systems, following the work planned for 2023, must be adjusted and reprogrammed by the sole supplier of these systems, namely Automation RL Inc;

WHEREAS, in such circumstances, article 938 (1, pr. 2.3 d) of the Municipal Code allows for a derogation from the Municipality's purchasing policy;

CONSIDERING the price quote from Automation RL Inc. for professional services for the programming of the various municipal aqueducts, which Council members have had the opportunity to examine;

WHEREAS the Director General and the Director of Public Works and Infrastructures recommend that Council award a contract for professional services to Automation RL Inc. as per the terms of the above-mentioned price quote;

It is proposed by Councillor Gilles Saulnier

IT IS RESOLVED :

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

TO AWARD a contract for professional services in computer science to Automation RL Inc. in the amount of \$ 41,800, plus taxes, for various programming modifications and adjustments to the automated control and monitoring systems of the municipal waterworks;

TO MANDATE the Director General, and he is hereby mandated, to sign, for and in the name of the Municipality, all documents required to give effect to this contract;

148.04.23 REPORT REGARDING THE TREATMENT OF PETITIONS AND REQUESTS

The Director general presents Council who acknowledge receipt, of summary report regarding petitions and requests to March 31st, 2023.

149.04.23 HIRING OF A FULL-TIME HORTICULTURIST

WHEREAS resolution 59.02.23 regarding the creation of the position of horticulturists;

CONSIDERING resolution 60.02.23 regarding the hiring of two horticulturists and that one of them has declined;

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WHEREAS the Public works and infrastructures department proceeded with a call for candidates to fill the said positions, in accordance with the collective agreement in force;

WHEREAS a selection committee has analysed all the applications received and carried out all necessary and appropriate verifications;

It is proposed by Councillor Gilles Saulnier

IT IS RESOLVED:

TO proceed with the hiring of Mrs. Sandra Gallant as horticulturist and in accordance with the terms and conditions of the collective agreement in effect for the Municipality's blue collar workers;

150.04.23 DISMISSAL OF EMPLOYEE 133

WHEREAS, Employee 133 was hired on December 15th, 2021;

WHEREAS, Employee 133 is a unionized employee and the Blue and white collar collective agreement applies to him;

WHEREAS all applicable provisions of that agreement have been met in this case;

WHEREAS the employee was given a verbal warning on January 12th, 2023 after being the subject of a disciplinary investigation;

WHEREAS employee 133 was given written warnings on January 16th and 18th, 2023 as well as on March 20th and 23rd, 2023 after a proper disciplinary investigation;

WHEREAS employee 133 was suspended without pay on April 12th, 2023 after a disciplinary investigation was duly conducted

CONSIDERING THAT employee 133 committed another disciplinary infraction on March 31

CONSIDERING article 7 and following of the above-mentioned collective agreement;

It is proposed by Councillor Claude P. Lemire

BE IT RESOLVED:

TO DISMISS employee 133;

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151.04.23 ADOPTION – BY-LAW (661-2023) PROVIDING FINANCING FOR THE UPGRADES TO THE RIVERVIEW AQUEDUCT STATION AND 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 Peter MacLaurin
And unanimously resolved by all councillors:

TO ADOPT the French and English versions of By-law (661-2023) providing financing for the upgrades to the Riverview aqueduct station and a loan for this purpose as follows:

**By-law 661-2023
providing financing for the upgrades to the Riverview aqueduct station
and a loan for this purpose**

EXPLANATORY NOTE

This by-law decrees, in accordance to the Municipal works Act (RLRQ, ch. T-2), work for the upgrading of the Riverview aqueduct station.

It provides for the terms of repayment in accordance with 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 Municipality's 2023-2024-2025 three-year capital program;

CONSIDERING THAT the work may, in part, be funded through the Programme de la taxe sur l'essence et contribution du Québec (TECQ 2019-2023) or through any other grant obtained by the Municipality to fund for their financing;

CONSIDERING THAT paragraph 5 of Article 1061 of the Municipal Code stipulates that a borrowing by-law for which at least 50% of the expense is the subject of a grant for which the instalment is provided by the government or by one of the ministries or organizations is not submitted for approval by those able to vote ;

WHEREAS THAT a notice of motion was given by Councillor Peter MacLaurin at the regular council meeting of March 8th, 2023;

WHEREAS THAT the present by-law was tabled and presented at the regular meeting of March 8th, 2023 ;

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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 work for the upgrading of the Riverview aqueduct plant as specified in Annex A prepared by Mr. Sacha Desfossés, engineering and Director of Public works and infrastructures and by Mr. Michel Grenier, Director, Finances and administration, evaluated at \$ 756,500 :

CHAPTER II : LOAN AND EXPENSES

3. ***Authorized loan*** – For the purpose of paying the expenses provided for in the present by-law, Council authorizes a loan in the amount of \$ 756,500, to be reimbursed over a period of fifteen (15) years.
4. ***Authorization of expenses*** – An expense of seven hundred and fifty-six thousand five hundred dollars (\$ 756,500) is authorized for the purpose of the present by-law.
5. ***Allocation to the reduction of the loan*** – Council allocates to the reduction of the loan decreed by the present by-law any contribution or grant that may be paid to it for the payment of part or all of the expenditure decreed by the present by-law.

Council also allocates, to the payment of part or all of the debt service, any grant payable over several years, notably the TECQ grant (2019-2023) in the amount of \$500,000 for which the work schedule is an integral part of this by-law. The loan repayment term corresponding to the amount of the grant will be automatically adjusted to the period set for the payment of the grant.

6. ***Levy and imposition of tax*** – To provide for the expenses incurred in relation to the interest and the reimbursement in capital of the annual due dates of the loan, it is by the present by-law imposed and it will be levied, annually, during the term of the loan, on all taxable immovables located within the territory of the sector in question and described in Annex B, a special tax at a sufficient rate according to their value as it appears on the assessment roll in effect each year.
7. ***Use of surplus*** – If the amount of any appropriation authorized by this by-law is greater than the amount actually expended in connection with such appropriation, Council is authorized to use such surplus to pay any other expenditure enacted by this by-law for which the appropriation is insufficient.

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CHAPTER III : FINAL PROVISIONS

8. ***Entering into effect*** - The present by-law enters into effect in accordance to the Law.

Tim Watchorn
Mayor

Hugo Lépine
Director general / registrar-treasurer

152.04.23 ADOPTION – BY-LAW (662-2023) PROVIDING FINANCING FOR THE UPGRADES TO THE ALPINO AQUEDUCT STATION AND 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 (662-2023) providing financing for the upgrades to the Alpino aqueduct station and a loan for this purpose as follows:

**By-law 662-2023
providing financing for the upgrades to the Alpino aqueduct station
and a loan for this purpose**

EXPLANATORY NOTE

This by-law decrees, in accordance to the Municipal works Act (RLRQ, ch. T-2), work for the upgrading of the Alpino aqueduct station.

It provides for the terms of repayment in accordance with 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 Municipality's 2023-2024-2025 three-year capital program ;

CONSIDERING THAT the work may, in part, be funded through the Programme de la taxe sur l'essence et contribution du Québec (TECQ 2019-2023) or through any other grant obtained by the Municipality to the fund for their financing ;

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CONSIDERING THAT paragraph 5 of Article 1061 of the Municipal Code stipulates that a borrowing by-law for which at least 50% of the expense is the subject of a grant for which the instalment is provided by the government or by one of the ministries or organizations is not submitted for approval by those able to vote ;

WHEREAS THAT a notice of motion was given by Councillor Gilles Saulnier at the regular council meeting of March 8th, 2023;

WHEREAS THAT the present by-law was tabled and presented at the regular meeting of March 8th, 2023 ;

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 work for the upgrading of the Alpino aqueduct plant as specified in Annex A prepared by Mr. Sacha Desfossés, engineer and Director, Public works and infrastructures and Mr. Michel Grenier, Director, Finances and administration, evaluated at \$ 102,000 :

CHAPTER II : LOAN AND EXPENSES

3. ***Authorized loan*** – For the purpose of paying the expenses provided for in the present by-law, Council authorizes a loan in the amount of \$ 102,000 to be reimbursed over a period of five (5) years.
4. ***Authorization of expenses*** – An expense of one hundred two thousand dollars (\$ 102, 000) is authorized for the purpose of the present by-law.
5. ***Allocation to the reduction of the loan*** – Council allocates to the reduction of the loan decreed by the present by-law, any contribution or grant that may be paid to it for the payment of part or all of the expenditure decreed by the present by-law.

Council also allocates, to the payment of part or all of the debt service, any grant payable over several years, notably the TECQ grant (2019-2023) in the amount of \$ 100,000 for which the work schedule is an integral part of this by-law. The loan repayment term corresponding to the amount of the grant will be automatically adjusted to the period set for the payment of the grant.