

## **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, August 9<sup>th</sup>, 2023 at which were present:

Councillor Gilles Saulnier  
Councillor Louise Cossette  
Councillor Peter MacLaurin  
Councillor Claude P. Lemire  
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;

#### **467.08.23 ADOPTION OF THE AGENDA**

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It is proposed by Councillor Louise Cossette  
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 July 12<sup>th</sup>, 2023
- 3    2        Minutes of the special meeting of July 18<sup>th</sup>, 2023
- 3    3        Minutes of the Planning advisory committee of July 18<sup>th</sup>, 2023
- 3    4        Minutes of the Environment advisory committee meeting of July 6<sup>th</sup>, 2023
- 3    5        Minutes of the Demolition committee meeting of July 12<sup>th</sup>, 2023
- 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

## **Municipality of Morin-Heights**

<b>5</b>		<b>FINANCES AND ADMINISTRATION</b>
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 \$ 1 928,000 to be completed on August 16 <sup>th</sup> , 2023
<b>6</b>		<b>PUBLIC AND FIRE SAFETY</b>
6	1	Director’s monthly report
6	2	Sûreté du Québec police department’s activity report
6	3	Human resources
6	3 1	Nomination of Mr. Justin Dion as eligible lieutenant
6	4	By-laws and various resolutions
6	4 1	Authorization to present a request for financial assistance to the improvement and construction of municipal infrastructures program (PRACIM)
<b>7</b>		<b>PUBLIC WORKS AND INFRASTRUCTURES</b>
7	1	Director’s monthly report
7	2	Public works, buildings and facilities
7	2 1	Contract – paving work – damages pursuant to the torrential rains of July 4 <sup>th</sup> , 2023
7	2 2	Local roads assistance program – Pavement repairs – Rang 2 and chemin Bélisle
7	2 3	Application for financial assistance – local roads assistance program (PAVL) – recovery and acceleration component
7	3	Environmental hygiene
7	4	Report regarding the treatment of petitions and requests
7	5	Human resources
7	6	By-laws and various resolutions
<b>8</b>		<b>URBANISM AND ENVIRONMENT</b>
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	4 1	Minor exemption- 31, rue Susan
8	4 2	Minor exemption – 351, chemin du Lac-Écho
8	4 3	Minor exemption – 21, rue Sunset
8	4 4	SPAIP – Lot 3 206 669, rue des Huarts
8	5	Human resources
8	6	By-laws and various resolutions
8	6 1	Presentation of the results of registration procedure of those able to vote regarding By-law (670-2023) amending zoning by-law (642-2022) which allows for a better application of certain new standards and bring certain clarifications to other provisions
8	6 2	Adoption of By-law (670-2023) amending Zoning by-law (642-2022) to allow for a better application of certain new standards and to bring certain clarifications to other provisions
<b>9</b>		<b>RECREATION, CULTURE AND COMMUNITY LIFE</b>
9	1	Director’s monthly report
9	2	Recreation
9	3	Culture
9	4	Outdoor network
9	5	Events
9	6	Human resources
9	6 2	Hiring – customer service agents
9	7	By-laws and various resolutions

**Municipality of 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

**468.08.23** MINUTES OF THE REGULAR MEETING OF JULY 12<sup>TH</sup>,  
2023

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The minutes of the regular meeting of July 12<sup>th</sup>, 2023 were notified to Council members, by means of the electronic assembly file folder.

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

TO ADOPT the minutes of the regular meeting of July 12<sup>th</sup>, 2023;

**469.08.23** MINUTES OF THE SPECIAL MEETING OF JULY 18<sup>TH</sup>,  
2023

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The minutes of the special meeting of July 18<sup>th</sup>, 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 July 18<sup>th</sup>, 2023;

**470.08.23** MINUTES OF THE PLANNING ADVISORY COMMITTEE  
MEETING OF JULY 18<sup>TH</sup>, 2023

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The Director general presents the minutes of the Planning advisory committee meeting of July 18<sup>th</sup>, 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 Planning advisory committee meeting of July 18<sup>th</sup>, 2023 and make the pertinent recommendations.

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

### **471.08.23 MINUTES OF THE ENVIRONMENT ADVISORY COMMITTEE MEETING OF JULY 6<sup>TH</sup>, 2023**

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The Director general presents the minutes of the latest Environment advisory committee meeting of July 6<sup>th</sup>, 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 July 6<sup>th</sup>, 2023 and make the pertinent recommendations.

### **472.08.23 MINUTES OF THE DEMOLITION COMMITTEE MEETING OF JULY 12<sup>TH</sup>, 2023**

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The Director general presents the minutes of the demolition committee meeting of July 12<sup>th</sup>, 2023;

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

TO ADOPT the minutes of the demolition committee meeting of July 12<sup>th</sup>, 2023 and make the pertinent recommendations.

### **473.08.23 DIRECTOR GENERAL'S MONTHLY REPORT**

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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.

### **474.08.23 REPORT REGARDING THE FOLLOW-UP OF DOSSIERS**

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The Director general presents his monthly activities report.

### **475.08.23 REPORT REGARDING THE USE OF DELEGATED POWER**

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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**

**476.08.23**    REPORT REGARDING BUDGETARY TRANSFERS

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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.

**477.08.23**    EXPENSE STATEMENT

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The list of accounts payable and accounts paid during the month of July 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 July 1 <sup>st</sup> to 31 <sup>st</sup> , 2023	
Purchases of the month	\$ 3 203,979.00
Total supplier purchases	\$ 3 203,979.00
Direct bank payments	\$ 1 459.00
Sub-total – purchases and direct payments	\$ 3 205 438.00
Net salaries	\$ 198 589.00
<b>GRAND TOTAL (June 2023)</b>	<b>\$ 3 404 027.00</b>

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

**478.08.23**    STATEMENT OF FINANCIAL ACTIVITIES

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The Director general presents Council who acknowledges receipt of the statement of financial activities to July 31<sup>st</sup>, 2023 and comments on them.

**479.08.23**    ADJUDICATION OF THE ISSUANCE OF BANKNOTES – RENEWAL OF VARIOUS LOANS

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WHEREAS the provisions of articles 1065 and following of the Municipal Code (RLRQ., ch. C-27.1) and the Act respecting municipal debts and loans (RLRQ., ch. D-7);

WHEREAS the Director General may award the contract hereinafter referred to in accordance with Section 40.3 of By-law (577-2019) respecting financial administration;

## **Municipality of Morin-Heights**

WHEREAS, in accordance with Borrowing By-laws 491-2012 (Which decrees the replacement of the drinking water distribution main and related work on Village Road and a loan to provide for this work under the Gasoline Excise Tax Refund Program), 521-2015 (Infrastructure and paving work 2015), 517-2014 (which decrees the municipalization of the drinking water system in the Ski Morin sector and the upgrading work and a loan in the amount of \$1,432,000 to provide for this work) and 548-2016 (which decrees the replacement of the drinking water distribution pipe and related work on Village Road and a loan to provide for this work as part of the gasoline excise tax refund program), the Municipality wishes to issue a series of notes, one note 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 August 16<sup>th</sup>, 2023, in the amount of \$1,928,000;

WHEREAS following the call for public tenders for the sale of the above-mentioned issue, the ministère des Finances received three compliant bids, all in accordance with Section 1066 of the Quebec Municipal Code (RLRQ, chapter C 27.1) and the resolution adopted under this section;

1. Caisse Desjardins de la Vallée des Pays-d'en-Haut		
112 100 \$	5,27000 %	2024
118 500 \$	5,27000 %	2025
124 800 \$	5,27000 %	2026
131 700 \$	5,27000 %	2027
1 440 900 \$	5,27000 %	2028
Prix : 100,00000	Coût réel :	5,27000 %

2. Financière Banque Nationale Inc.		
112 100 \$	5,55000 %	2024
118 500 \$	5,25000 %	2025
124 800 \$	5,05000 %	2026
131 700 \$	5,05000 %	2027
1 440 900 \$	5,00000 %	2028
Prix : 98,93300	Coût réel :	5,29907 %

3. Banque Royale du Canada		
112 100 \$	5,33000 %	2024
118 500 \$	5,33000 %	2025
124 800 \$	5,33000 %	2026
131 700 \$	5,33000 %	2027
1 440 900 \$	5,33000 %	2028
Prix: 100,00000	Coût réel :	5,33000 %

WHEREAS the result of the actual cost calculation indicates that the bid submitted by the firm Caisse Desjardins de la Vallée des Pays-d'en-Haut is the most advantageous;

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

## **Municipality of Morin-Heights**

THAT the preamble to this resolution form an integral part of it as if it were reproduced here in its entirety;

THAT the Municipality of Morin-Heights accept the offer made by Caisse Desjardins de la Vallée des Pays-d'en-Haut for its loan by note dated August 16<sup>th</sup>, 2023 in the amount of \$ 1 928,000 as per borrowing by-laws number 491-2012, 521-2015, 517-2014 and 548-2016. These notes are issued at the price of 100,00000 for each \$ 100,00, nominal value of notes, maturing in series of five (5) years.

THAT these notes, capital and interests, be payable by cheque to the order of the registered holder or by preauthorized bank withdrawals.

**480.08.23 CONCURRENCE AND SHORT-TERM RESOLUTION FOR A LOAN BY BILLS IN THE AMOUNT OF \$1 928,000 TO BE COMPLETED ON AUGUST 16<sup>TH</sup>, 2023**

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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 borrow by notes for a total amount of \$1,928,000 to be realized on August 16, 2023, distributed as follows:

<b>Borrowing by-laws #</b>	<b>For an amount of \$</b>
491-2012 Qui décrète les travaux de remplacement de la conduite de distribution de l'eau potable et les travaux connexes sur le chemin du Village et un emprunt pour y pourvoir dans le cadre du programme de remboursement de la taxe d'accise sur l'essence	165 500 \$
491-2012 Qui décrète les travaux de remplacement de la conduite de distribution de l'eau potable et les travaux connexes sur le chemin du Village et un emprunt pour y pourvoir dans le cadre du programme de remboursement de la taxe d'accise sur l'essence	626 300 \$
521-2015 Travaux d'infrastructure et d'asphaltage 2015	402 200 \$
517-2014 Qui décrète la municipalisation du réseau d'eau potable du secteur Ski Morin et les travaux de mise à niveau et un emprunt au montant de 1 432 000 \$ pour y pourvoir	394 900 \$
548-2016 Qui décrète les travaux de remplacement de la conduite de distribution de l'eau potable et les travaux connexes sur le chemin du Village et un emprunt pour y pourvoir dans le cadre du programme de remboursement de la taxe d'accise sur l'essence	339 100 \$

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

## **Municipality of Morin-Heights**

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 numbers 491-2012, 521-2015, 517-2014 and 548-2016, the Municipality of Morin Heights wishes to issue for a shorter term than that originally set out in these by-laws;

It is proposed by Councillor Carole Patenaude

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 notes will be dated August 16<sup>th</sup>, 2023;
2. Interest will be payable semi-annually on February 16<sup>th</sup> and August 16<sup>th</sup> of each year;
3. the notes will be signed by the mayor and the clerk-treasurer;
4. the principal of the notes will be repaid as follows:

2024	112 100 \$	
2025	118 500 \$	
2026	124 800 \$	
2027	131 700 \$	
2028	139 100 \$	To pay in 2028
2028	1 301 800 \$	To be renewed

THAT, with respect to the annual capital amortizations scheduled for 2029 and subsequent years, the term provided for in borrowing by-laws numbers 491-2012, 521-2015, 517-2014 and 548-2016 be shorter than that originally set, i.e. for a term **of five (5) years** (starting August 16<sup>th</sup>, 2023), instead of the term prescribed for said amortizations, each subsequent issue to be for the balance or part of the balance due on the loan;

### **481.08.23 MONTHLY REPORT FROM THE DIRECTOR**

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

### **482.08.23 SÛRETÉ DU QUÉBEC POLICE DEPARTMENT'S MONTHLY REPORT**

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General management has received a few informative press releases.

***Municipality of Morin-Heights***

**483.08.23**      **NOMINATION OF MR. JUSTIN DION AS ELIGIBLE LIEUTENANT**

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WHEREAS THAT Mr. Justin Dion underwent tests and has passed all of the government regulation exams in order to be able to become eligible lieutenant for the department of public and fire safety;

It is proposed by Councillor Leigh MacLeod

IT IS RESOLVED :

THAT the preamble form an integral part hereof;

TO NAME Mr. Justin Dion to the position of eligible lieutenant for the Municipality's Fire and public safety department;

**484.08.23**      **AUTHORIZATION TO PRESENT A REQUEST FOR FINANCIAL ASSISTANCE TO THE IMPROVEMENT AND CONSTRUCTION OF MUNICIPAL INFRASTRUCTURES PROGRAM (PRACIM)**

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WHEREAS the Municipality of Morin-Heights has taken cognizance of the terms of application as well as the conditions of the Programme d'amélioration et de construction d'infrastructures municipales (PRACIM) and undertakes to respect them;

WHEREAS the Municipality's Programme triennal d'immobilisations 2023-2024-2025 provides for the expansion of the fire hall by 2024;

WHEREAS the plans and specifications for this project are being prepared;

WHEREAS the work or costs inherent in the project are eligible under the PRACIM;

WHEREAS this subsidy programme could finance up to 73% of the project costs;

It is proposed by Councillor Peter MacLaurin

IT IS RESOLVED :

TO AUTHORIZE the submission of a request for financial assistance to the PRACIM;

TO CONFIRM the Municipality's commitment, if it obtains financial assistance for its project, to pay its share of eligible costs as well as the ongoing operating and maintenance costs of the subsidized building;

TO CONFIRM the Municipality's commitment, if it obtains financial assistance for its project, to assume all costs not eligible for PRACIM associated with its project, including any cost overruns.

***Municipality of Morin-Heights***

**485.08.23**    MONTHLY REPORT FROM THE DIRECTOR

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

**486.08.23**    CONTRACT – PAVING WORK – DAMAGES PURSUANT TO THE  
TORRENTIAL RAINS OF JULY 4<sup>TH</sup>, 2023

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WHEREAS the torrential rains of July 4<sup>th</sup>, 2023, caused significant damage to municipal infrastructures, particularly on the Municipality's streets and roads;

WHEREAS the Quebec Minister of Public Security issued Ministerial Order 98-2023 to make the Municipality eligible for the Programme général d'aide financière du gouvernement du Québec en cas de sinistre (Quebec government's general disaster financial assistance program);

WHEREAS this programme will cover close to 71% of the costs incurred to restore the affected infrastructures;

WHEREAS the uncovered portion of these costs will be assumed by the Municipality from the unrestricted operating surplus;

WHEREAS By-law 571-2019 respecting contract management;

CONSIDERING the Purchasing Policy;

CONSIDERING sections 6 to 7.3 of By-law 571-2019 respecting contractual management and the Municipality's Purchasing and Supply Policy, the latter requiring at least two written offers of services, after validation of needs and cost estimates;

WHEREAS the most advantageous written offer of services is that of Le Roy du pavage & Fils Inc. in the amount of \$44 850, plus taxes;

It is proposed by Councillor Louise Cossette

IT IS RESOLVED:

THAT the preamble be an integral part hereof;

TO AWARD a contract for the supply of asphalt to Le Roy du pavage et Fils Inc. in the amount of \$44,850, taxes not included;

**Municipality of Morin-Heights**

TO MANDATE the Director, Public Works and Infrastructures, to carry out this resolution;

**487.08.23** LOCAL ROADS ASSISTANCE PROGRAM – PAVEMENT  
REPAIRS – RANG 2 AND CHEMIN BÉLISLE

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WHEREAS the Municipality has taken notice of and agrees to comply with the terms and conditions for the application of the Redressement and Accélération components of the Programme d'aide à la voirie locale (PAVL);

WHEREAS only work completed after the date appearing on the letter of announcement is eligible for financial assistance;

WHEREAS the work was done from August 11th, 2022 and November 15th, 2022;

WHEREAS the Municipality, via its representative, Équipe Laurence, has submitted the following supporting documents to the Ministère :

- the accountability form available on the Ministère's Web site;
- invoices, progressive statements and any other document attesting to the amounts spent (direct costs and incidental expenses);
- the present municipal resolution approved by Council certifying completion of the work;
- a notice of compliance, a certificate of provisional or final acceptance of the work issued by an engineer, except for crack sealing, mechanized patching and granular resurfacing;

It is proposed by Councillor Claude P. Lemire  
AND RESOLVED

TO AUTHORIZE the presentation of accounts for eligible work in accordance with the terms and conditions in effect, and recognizes that failure to comply will result in the termination of financial assistance;

**488.08.23** APPLICATION FOR FINANCIAL ASSISTANCE – LOCAL ROADS  
ASSISTANCE PROGRAM (PAVL) – RECOVERY AND  
ACCELERATION COMPONENT

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WHEREAS the Programme d'aide à la voirie locale (PAVL) is designed to assist municipalities in the planning, improvement and maintenance of local and municipal road network infrastructures for which they are responsible;

WHEREAS the members of the Council have read the terms and conditions of the PAVL 2021-2024;

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

WHEREAS the Municipality of Morin-Heights must respect the laws and regulations in effect and obtain the required authorizations prior to the execution of the project;

WHEREAS the Municipality of Morin-Heights chooses to establish the source of calculation of the financial assistance according to the following option :

- the detailed estimate of the cost of the work
- the offer of services detailing the costs (by mutual agreement);
- the winning contractor's bid form (call for tenders);

WHEREAS the Municipality of Morin-Heights authorizes the submission of the request for financial assistance, confirms its financial contribution to the project and authorizes one of its representatives to sign this request;

It is proposed by Councillor Carole Patenaude

IT IS RESOLVED :

TO AUTHORIZE the submission of an application for financial assistance under the local road aid programme;

TO CONFIRM the Municipality's commitment to comply with the terms and conditions in effect, recognizing that in the event of non-compliance, the financial assistance will be terminated;

TO CERTIFY that the Municipality of Morin-Heights is duly authorized to sign any document or agreement to this effect with the Minister of Transport and Sustainable Mobility;

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

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The Director general presents Council who acknowledge receipt, of summary report regarding petitions and requests to July 31<sup>st</sup>, 2023.

### **490.08.23      ACTING DIRECTOR'S MONTHLY REPORT**

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The Director general presents Council, who acknowledge receipt of the monthly report for July 2023 from the Acting Director of the Urbanism and Environment department as well as the list of authorized expenses as per By-law (577-2019) regarding financial administration.

***Municipality of Morin-Heights***

**491.08.23** REPORT REGARDING PERMITS AND CERTIFICATES

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The Director general presents Council who acknowledge receipt, of the list of permits and certificates to July 31<sup>st</sup>, 2023.

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

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The Director general hasn't received any reports.

**493.08.23** MINOR EXEMPTION – 31, RUE SUSAN

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- The president of the assembly opens the consultation meeting regarding the minor derogation at 19:43;
- The president of the assembly invites the Director general to read the proposal and explain the requested derogation;
- The president of the assembly invites anyone interested who were duly convened to this meeting by public notice dated July 20<sup>th</sup>, 2023 be heard in this dossier. The meeting ends at 19:45;

CONSIDERING THAT this request was processed according to the provisions of By-law (646-2022) concerning minor exemptions;

CONSIDERING THAT this request meets the objectives of the urbanism plan;

CONSIDERING THAT the application of the current by-law would cause serious prejudice to the applicant;

CONSIDERING THAT this request does not affect the enjoyment of property rights by neighbouring owners;

CONSIDERING THAT this request will not increase the risk to public safety;

CONSIDERING THAT this request will not increase public health risks;

CONSIDERING THAT this request does not affect the quality of the environment or the general welfare;

CONSIDERING THAT this request is minor in nature;

CONSIDERING THAT the Urban Planning Advisory Committee has examined this request and recommends to Council's approval;

It is proposed by Councillor Louise Cossette  
IT IS RESOLVED:

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

THAT the preamble is an integral part of this resolution;

TO GRANT the requested exemption for property located at 31, rue Susan (4886-63-7724 for the rear setback of the main building of 4.65 metres whereas current regulations require a minimum rear setback of ten (10) metres and for the rear setback of the porch of 1.76 metres whereas current regulations require a minimum rear setback of two (2) metres, in accordance with the draft site plan signed by Mrs. Nathalie Garneau, Land Surveyor, dated June 13<sup>th</sup>, 2023, file no. NG1391-1, minute no. 4245, plan G5631 (FLL);

### **494.08.23          MINOR EXEMPTION – 351, CHEMIN DU LAC-ÉCHO**

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- The president of the assembly opens the consultation meeting regarding the minor derogation at 19:46;
- The president of the assembly invites the Director general to read the proposal and explain the requested derogation;
- The president of the assembly invites anyone interested who were duly convened to this meeting by public notice dated July 20<sup>th</sup>, 2023 be heard in this dossier. The meeting ends at 19:47;

CONSIDERING THAT this request was processed according to the provisions of By-law (646-2022) concerning minor exemptions;

CONSIDERING THAT this request meets the objectives of the urbanism plan;

CONSIDERING THAT the application of the current by-law would cause serious prejudice to the applicant;

CONSIDERING THAT this request does not affect the enjoyment of property rights by neighbouring owners;

CONSIDERING THAT this request will not increase the risk to public safety;

CONSIDERING THAT this request will not increase public health risks;

CONSIDERING THAT this request does not affect the quality of the environment or the general welfare;

CONSIDERING THAT this request is minor in nature;

CONSIDERING THAT the Urban Planning Advisory Committee has examined this request and recommends to Council's approval;

It is proposed by Councillor Gilles Saulnier

IT IS RESOLVED:

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

THAT the preamble is an integral part of this resolution;

TO APPROVE this request for the property located at 351 chemin du Lac-Écho (4783-38-9964) and allow a 6.6 metre high veranda whereas the maximum height permitted by law is five (5) metres as shown on the building plan signed by Mr. Patrice Germain, architect, dated May 31<sup>st</sup>, 2023, file number PGA2005115;

### **495.08.23 MINOR EXEMPTION – 21, RUE SUNSET**

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- The president of the assembly opens the consultation meeting regarding the minor derogation at 19:48;
- The president of the assembly invites the Director general to read the proposal and explain the requested derogation;
- The president of the assembly invites anyone interested who were duly convened to this meeting by public notice dated May 17<sup>th</sup>, 2023 be heard in this dossier. The meeting ends at 19:50;

CONSIDERING THAT this request was processed according to the provisions of By-law (646-2022) concerning minor exemptions;

CONSIDERING THAT this request was the subject, in accordance to the by-law, of a public consultation on June 14<sup>th</sup>, 2023 and that the representations were made;

CONSIDERING THAT, pursuant to this consultation, Council requested that the PAE review its recommendation in light of the opposition expressed at the time of the public consultation;

CONSIDERING THAT this request meets the objectives of the urbanism plan;

CONSIDERING THAT the application of the current by-law would cause serious prejudice to the applicant;

CONSIDERING THAT this request does not affect the enjoyment of property rights by neighbouring owners;

CONSIDERING THAT this request will not increase the risk to public safety;

CONSIDERING THAT this request will not increase public health risks;

CONSIDERING THAT this request does not affect the quality of the environment or the general welfare;

CONSIDERING THAT this request is minor in nature;

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

CONSIDERING THAT the Urban Planning Advisory Committee has examined this request and that it reviewed its initial recommendation at Council's request and once again recommends Council's approval;

It is proposed by Councillor Gilles Saulnier

IT IS RESOLVED:

THAT the preamble is an integral part of this resolution;

TO GRANT the requested exemption for 21, rue Sunset (4684-85-3447) for the construction of a projected extension of the main building with a side setback of 3,1 meters while the regulation in effect requires a minimum side setback of 4,5 meters as per the draft plan prepared and signed by Mr. Jean-Pierre Caya, surveyor dated September 19<sup>th</sup>, 2013, dossier no. 8871, minute no. 9716, plan P-9716-12708 conditional to the presentation of a plan showing the following, along with the permit request;

1. The components and dimensions of the retaining wall required on the west side (height less than 1.4 meters). A plan signed by an engineer is required for a retaining wall higher than 1.4 meters;
2. Run-off water control;
3. Revegetation after completion of work;

### **496.08.23 SPAIP – LOT 3 206 669 – RUE DES HUARTS**

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CONSIDERING THAT a request for approval by the site planning and architectural integration program was submitted by the owner of the property located on lot 3 206 669, rue des Huarts in zone RV-2, and that the lot is located in whole or in part in an elevation sector of 350 metres or more;

CONSIDERING THAT the owner has submitted a proposal to proceed with the construction of a main building (single-family dwelling) in accordance with By-law 647-2022 respecting SPAIP;

CONSIDERING THAT this resolution will become null and void if the work is not carried out within the time limit stipulated in the By-law regarding permits and certificates;

CONSIDERING THAT the Planning Advisory Committee has examined this proposal and recommends its acceptance by Council;

It is proposed by Councillor Carole Patenaude

And unanimously resolved by the councillors:

TO APPROVE the plans in accordance with the objectives and criteria of the SPAIP for the construction of the property located on lot 3 206 669, rue des Huarts (4481-09-7867) as per the submitted plans and specifications;

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**497.08.23** PRESENTATION OF THE RESULTS OF REGISTRATION  
PROCEDURE OF THOSE ABLE TO VOTE REGARDING BY-LAW  
(670-2023) AMENDING ZONING BY-LAW (642-2022) WHICH  
ALLOWS FOR A BETTER APPLICATION OF CERTAIN NEW  
STANDARDS AND BRING CERTAIN CLARIFICATIONS TO  
OTHER PROVISIONS

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The Director general presents Council who acknowledge receipt of the secretary-treasurer's certificate regarding the procedure of registration of qualified voters for By-law (670-2023) amending zoning by-law (642-2022) which allows for a better application of certain new standards and bring certain clarifications to other provisions ;

The number of required signatures for the opening of a register having not been reached, the by-law is deemed approved by those able to vote.

**498.08.23** ADOPTION OF BY-LAW (670-2023) AMENDING ZONING BY-  
LAW (642-2022) TO ALLOW FOR A BETTER APPLICATION OF  
CERTAIN NEW STANDARDS AND TO BRING CERTAIN  
CLARIFICATIONS TO OTHER PROVISIONS

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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 (670-2023) amending Zoning by-law (642-2022) to allow for a better application of certain new standards and to bring certain clarifications to other provisions as follows:

**By-law 670-2023**  
**amending Zoning by-law (642-2022) to allow for a better application of**  
**certain new standards and to bring certain clarifications**  
**to other provisions**

## Municipality of Morin-Heights

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### EXPLANATORY NOTE

*The present by-law modifies Zoning by-law (642-2022) to allow for a better application for certain new standards entered into effect on February 27<sup>th</sup>, 2023 in the spirit of the purpose and objectives of the by-law.*

*Consequently, it moves lot 3 736 360 to the I-2 zone in order to re-establish the existing uses of this lot before the coming into force of the new by-law. It modifies the boundaries of zones I-2 and RV-29 accordingly.*

*It amends section 81 to specify that it refers to the front façade of a main building.*

*It modifies section 86 in order to specify that the surface area of the garage and the carport attached to it is not counted in the minimum floor area required for the construction of a main building of the housing group.*

*It clarifies the maximum slopes permitted for private driveways and access roads.*

*It modifies the by-law to allow the prohibition of the use of tourist accommodation of the principal residence type in certain zones and to enact standards of practice in the zones where this use will remain permitted.*

*It provides other clarifications to facilitate the application of certain articles.*

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CONSIDERING Articles 123 and following of the Act respecting Land use planning and development (RLRQ, ch. A-19.1) regarding the procedure to modify a zoning by-law;

CONSIDERING THAT this by-law contains provisions that are subject to approval by persons entitled to vote;

CONSIDERING Article 23 of the Tourist accommodation Act (RLRQ, ch. H-1,01);

WHEREAS THAT Council wishes to make certain adjustments to the zoning by-law to clarify the meaning of certain provisions and to ensure the achievement of the objectives of the planning program as well as to ensure a better application of certain new standards that came into force on February 27<sup>th</sup>, 2023 ;

WHEREAS a notice of motion was given by Councillor Peter MacLaurin at the regular Council meeting of May 10<sup>th</sup>, 2023 and this draft by-law was tabled and explained by the Director General;

CONSEQUENTLY, the municipal council decrees the following :

#### CHAPTER 1 : INTRODUCTORY PROVISIONS

1. **Purpose** – The purpose of the present b-law is to ensure the proper application of certain new zoning standards that have recently come into force in accordance to the urbanism plan and to clarify certain other provisions.

## **Municipality of Morin-Heights**

2. **Objective** – The provision so the by-law shall be interpreted to provide for better and more efficient application of the new zoning standards covered by the by-law, as well as to clarify certain other standards to ensure that their application is consistent with the comprehensive plan.

### CHAPTER 2 : AMENDING PROVISIONS

3. **Lot 3 736 360** – The limits of zone I-2 of the zoning plan are modified in order to include lot 3 736 360.

The limits of zone RV-29 are adjusted accordingly.

4. **Front elevation of a principal building** – The title of Article 81 is amended to add the words « of a principal building » after the title.

5. **Garage or carport attached to the main building** – Paragraph 3 of Article 86 is replaced by the following :

« 3. The area of the garage and attached carport shall not be counted towards the minimum footprint requirement for a principal building in the residential group. ».

6. **Accessory buildings** – Paragraph 2 of Article 107 is amended by adding « sections B and C » after « provisions ».

7. **Tourist residence** – Paragraph 1 of Article 200 is amended by adding «, consisting of a single dwelling unit, the entirety of which is rented out, excluding, but not limited to, the rental of additional dwelling units, intergenerational dwelling units, duplexes, multi-unit dwellings and dwelling units located in a non-residential building and other similar rental units, » after the words « main building. ».

8. **Spa shelters** – Line 14 of chart 29 of section 2 of Article 109 is amended by adding « (including its shelter) » after the title and by adding the following sublines after subline d:

« e) Minimum distance from a street line      The front setback prescribed for the main building is the specifications grid.

f) Special provisions      A shelter may cover the spa provided that a minimum distance of 2 meters from the side lines or the rear line is respected. The area of the spa cover may not exceed 15 square meters. ».

9. **Maximum slopes for private driveways and access aisles** – Article 125 is amended by adding the following paragraphs, after paragraph 5:

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- « 6. The angle of connection of a driveway shall be between 70 and 110 degrees to the street for a minimum distance of 3 meters;
7. The slope of a driveway shall not exceed 5% for a distance of 3 meters calculated from the street line;
8. The maximum slope of a driveway shall be 15%;
9. A driveway that is greater than 100 metres in length shall be provided with a round « L » or « T » and shall be laid out in such a manner as to provide for the passage of safety vehicles;
10. The parking area shall be adequately drained to prevent water accumulation;
11. Runoff from the driveway and parking area shall not be directed directly onto the roadway and the roadway shall be designed to allow for lateral flow of water or gradual and slow infiltration of water onto the land.

10. ***Short-term rental in principal residences*** - Paragraph 3 of section 1 of Article 42 is repealed.

The by-law is amended by adding the following after Article 49 :

« 49.1 ***Tourist accommodation of the principal residence type*** - Where permitted in the specifications grid, the additional use of "tourist accommodation of the principal residence type" to a principal use of the Dwelling group shall be exercised under the following conditions:

1. The lodging use shall be carried on in a principal building whose principal use is single-family dwelling (H1), within the principal dwelling unit;
2. The main building where the single-family dwelling (H1) use is exercised must be located in a detached mode;
3. The rental may be for the entire building or only one or more rooms. In both cases, the rental must be offered to one person or to a single group of persons linked at the same time by means of a single reservation;
4. The maximum rental period is 31 days;
5. The maximum number of rental days is 180 days per year (calculated from the date of issuance of the certificate of approval)
6. Tourist accommodation of the principal residence type is prohibited if any of the following additional uses are carried out:
  - a) One intergenerational dwelling unit;
  - b) An additional dwelling unit
  - c) A guest house;
  - d) Room rentals.

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7. Rooms shall be furnished for their primary purpose. As such, no bathroom or kitchen, or any part thereof, may be located in the room (including a sink and any cooking appliance). Only a closet-type storage space is authorized;
8. Tourist accommodation of the principal residence type shall not have the effect of modifying the architecture and exterior appearance of the principal building;
9. One (1) additional parking space must be provided on the lot;
10. The septic installation must comply with the Regulation respecting the assessment and treatment of wastewater from isolated dwellings (RLRQ, c. Q.2, r.22) » .

11. **Additional use Tourist accommodation of the principal residence type** - Paragraph 3 of paragraph 1 of Articles 43, 44 and 45 is amended by adding the following after subparagraph c of each of them:

"(d) Tourist accommodation of the principal residence type".

Paragraph 4 of subparagraph 1 of Article 46 is amended by adding, after subparagraph c, the following:

"(d) Tourist accommodation of the principal residence type".

12. **Landslide hazard zones** - Paragraph 1 of Article 182 is amended by adding "having an area of 25 square metres" after the word "accessory".

Article 182 is also amended by adding the following after paragraph 2:

"Notwithstanding the first two paragraphs, the construction of an accessory building with a surface area of less than 25 square metres is prohibited on a slope with a gradient of 30% or more.

### CHAPTER 3 : FINAL PROVISION

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

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Tim Watchorn  
Mayor

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Hugo Lépine  
Director general / Registrar-treasurer

## **Municipality of Morin-Heights**

### **499.08.23 MONTHLY REPORT FROM THE DIRECTOR**

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The Director presents Council, who acknowledge receipt of her monthly report from the Director, Recreation, culture and community life as well as the lists of authorized expenses during the month of July 2023 as per By-law (577-2019) regarding financial administration.

Councillor Peter MacLaurin would like to thank all of the employees of the Recreation, cultural and community life dossier for their dedication in preparing the many activities and shows offered to the public over the summer.

Councillor Louise Cossette would like to remind citizens that the municipal library will be closed to undergo upgrading and refurbishment from August 28<sup>th</sup> to November 4<sup>th</sup>, 2023 and gives an update regarding the Habitat Morin-Heights dossier, informing them that the Committee is now in the call of tenders stage.

### **QUESTION PERIOD**

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Council answers questions posed by the public.

### **500.08.23 END OF THE MEETING**

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The agenda having been completed, it is proposed by Councillor Claude P. Lemire that the meeting end at 20:17.

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

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Tim Watchorn  
Mayor

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Hugo Lépine  
Director general /  
Registrar-treasurer

Nineteen people attended the meeting.