

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 10th, 2024 at which were present:

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

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;

118.04.24 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 with the withdrawal of item 6.4.1 – Renewal of the regional fire and other emergency assistance agreement.

AGENDA

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| 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 13 th , 2024 |
| 3 | 2 | Minutes of the Planning advisory committee of March 19 th , 2024 |
| 3 | 3 | Minutes of the Environment advisory committee of March 11 th , 2024 |
| 3 | 4 | Minutes of the Local heritage council meeting of March 6 th , 2024 |
| 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 |
| 5 | | FINANCES AND ADMINISTRATION |
| 5 | 1 | Expense statements |
| 5 | 2 | Statement of financial activities |
| 5 | 3 | Human resources |

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- 5 4 By-laws and various resolutions
- 5 4 1 Acquisition of lot 3 737 460
- 5 4 2 Extinction and cancellation of the public utility easement held by the Municipality on lot 3 736 246 located at 29, rue du Sommet
- 5 4 3 Amendment to the professional services contract for the Municipality's auditors
- 5 4 4 Notice of motion and tabling of draft By-law (754-2024) amending By-law (750-2023) respecting taxes, tariffs, service charges and compensation for fiscal year 2024 in order to specify the allocation of the special general tax decreed in Article 2 for the purpose of financing real estate acquisitions
- 5 4 5 Notice of motion and tabling of draft By-law (755-2024) amending By-law (567-2019) respecting the environment advisory committee and By-law (622-2021) respecting the local heritage council in order to specify the provisions relating to the remuneration of non-elected members of the municipal council as well as the standards of ethics and professional conduct applicable to them
- 5 4 6 Authorization to publish a notice of right of first refusal on lots 3 205 868 and 3 205 872
- 6 **PUBLIC AND FIRE SAFETY**
- 6 1 Director's monthly report
- 6 2 Sûreté du Québec police department's activity report
- 6 3 Human resources
- 6 4 By-laws and various resolutions
- 6 4 1 Renewal of the regional fire and other emergency assistance agreement
- 7 **PUBLIC WORKS AND INFRASTRUCTURES**
- 7 1 Director's monthly report
- 7 2 Public works, buildings and facilities
- 7 2 1 Temporary acceptance – Repair work on Lakeshore and Tamaracouta roads
- 7 3 Environmental hygiene
- 7 3 1 Application to the Ministère de l'Environnement du Québec for authorization to increase the existing water withdrawal capacity of the Balmoral aqueduct station
- 7 4 Report regarding the treatment of petitions and requests
- 7 5 Human resources
- 7 6 By-laws and various resolutions
- 7 6 1 Contract modification – Professional engineering services contract for the upgrading of the Lac Peter dam
- 7 6 2 Ratification of a General Manager's expenditure authorization exceeding the delegation
- 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 4 1 SPAIP – Lot 6 499 733 – rue County
- 8 5 Human resources
- 8 6 By-laws and various resolutions
- 8 6 1 Shared vision for the allocation of public land
- 8 6 2 Tabling – Ecocenter 2023 activities and financial report
- 8 6 3 Vote and allocation of additional credits for the Municipality's share of the Ecocenter's costs
- 8 6 4 Authorization to institute legal proceedings to put an end to a non-conforming use and mandate to the Municipality's legal department to represent it in this regard
- 8 6 5 Imposition of a notice of deterioration on a building
- 8 6 6 Modification to resolution 533.09.23 regarding recognizing the acquired rights of the owners of lots located along certain unrecognized private lots
- 8 6 7 Tabling – MRC's climate plan
- 8 6 8 Mandate the CCE for the analysis of the Climate plan and recommendations for action to adapt to climate change
- 8 6 9 Nomination of the president of the demolition committee

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9		RECREATION, CULTURE AND COMMUNITY LIFE
9	1	Director's monthly report
9	2	Recreation
9	2	1 Amendment to resolution 217-05-23 authorizing the submission of a grant application under the PRIMA program
9	3	Culture
9	3	1 Adoption of By-law (752-2024) on the recognition of the Trinity Anglican church and its cemetery as a local cultural heritage
9	4	Outdoor network
9	5	Events
9	6	Human resources
9	7	By-laws and various resolutions
10		MONTHLY CORRESPONDENCE
11		COUNCILLORS' DECLARATION
12		MAYOR'S REPORT
13		QUESTION PERIOD
13	1	Oral questions and answers
13	2	Written questions and answers
		END OF THE MEETING

119.04.24 MINUTES OF THE REGULAR MEETING OF MARCH 13TH, 2024

The minutes of the regular meeting of March 13th, 2024 were notified to Council members, by means of the electronic assembly file folder.

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

TO ADOPT the minutes of the regular meeting of March 13th, 2024;

120.04.24 MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING OF MARCH 19TH, 2024

The Director general presents the minutes of the latest Planning advisory committee meeting of March 19th, 2024 via the electronic file;

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

TO ADOPT the minutes of the latest Planning advisory committee meeting of March 19th, 2024 and make the pertinent recommendations.

121.04.24 MINUTES OF THE ENVIRONMENT ADVISORY COMMITTEE MEETING OF MARCH 11TH, 2024

The Director general presents the minutes of the latest Environment advisory committee meeting of March 11th, 2024 via the electronic file;

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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 11th, 2024 and make the pertinent recommendations.

122.04.24 MINUTES OF THE LOCAL HERITAGE COUNCIL MEETING OF MARCH 6TH, 2024

The Director general presents the minutes of the latest Local heritage council meeting of March 6th, 2024 via the electronic file;

It is proposed by Councillor Peter MacLaurin

And unanimously resolved by all councillors:

TO ADOPT the minutes of the latest Local heritage council meeting of March 6th, 2024 and make the pertinent recommendations

123.04.24 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.

124.04.24 REPORT REGARDING THE FOLLOW-UP OF DOSSIERS

The Director general presents his monthly activities report.

125.04.24 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.

126.04.24 REPORT REGARDING BUDGETARY TRANSFERS

In accordance to By-law (577-2019) regarding financial administration, the Director general presents last month's report regarding budgetary transfers.

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127.04.24 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of March 2024 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 1 st to 31 st , 2024	
Purchases of the month	\$ 1 043,069.00
Total supplier purchases	\$ 1 043,069.00
Direct bank payments	\$ 3,525.00
Sub-total – purchases and direct payments	\$ 1 046,594.00
Net salaries	\$ 324,396.00
GRAND TOTAL (March 2024)	\$ 1 370,990.00

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

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

128.04.24 STATEMENT OF FINANCIAL ACTIVITIES

The Director general presents Council who acknowledges receipt of the statement of financial activities to March 31st, 2024 and comments on them.

129.04.24 ACQUISITION OF LOT 3 737 460

WHEREAS on February 15th, 2024, the Municipality received an offer to sell lot 3 737 460 from its owner for an amount to be agreed upon;

WHEREAS, on March 11th, 2024, Council, in caucus, authorized the Director General to present an offer to the said owner;

WHEREAS on April 8th, 2024, the owner of lot 3 373 460 confirmed to the Municipality that he had agreed to sell lot 3 737 460 to the Municipality for the sum of \$12,000;

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WHEREAS Council has agreed to authorize the purchase of said lot for the sum of \$12,000;

WHEREAS the necessary credits to proceed with this acquisition are available in the Parks and green spaces fund;

It is proposed by Councillor Leigh MacLeod

IIT IS RESOLVED :

TO AUTHORIZE the cash acquisition of lot 3 737 460 in the amount of \$12,000 from the Parks and green spaces fund;

TO VOTE AND ALLOCATE additional funds in the amount of \$12,000 to the additional project «Acquisition of lot 3 737 460 » ;

TO AUTHORIZE the Mayor and Director General, and they are hereby authorized, to sign for and in the name of the Municipality, all documents ratifying the present resolution;

**130.04.24 EXTINCTION AND CANCELLATION OF THE PUBLIC UTILITY
EASEMENT HELD BY THE MUNICIPALITY ON LOT 3 736 246
LOCATED AT 29, RUE DU SOMMET**

WHEREAS the Municipality has entered into a public utility servitude agreement before the notary Raoul Lupien sous les minutes 208225, on May 17th 1984;

WHEREAS, following various redevelopment work in the area, the upgrading of the Beaulieu aqueduct and the development and opening of the new rue Pagé, the said servitude is no longer relevant and its exercise may be terminated without going against the interests of the Municipality;

WHEREAS the owner of the servient land has made a request to the Municipality to terminate said servitude;

WHEREAS the members of Council have been informed of a draft agreement to extinguish the public utility servitude held by the Municipality on lot 3 736 246 located at 29, rue du Sommet;

WHEREAS all necessary verifications have been carried out by the Public Works and Infrastructures Department and by the Town Clerk's Office to confirm that no equipment or public property is located thereon;

It is proposed by Councillor Peter MacLaurin

IT IS RESOLVED:

THAT the preamble be an integral part hereof;

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TO APPROVE the draft agreement to terminate the easement held by the Municipality on lot 3 736 246;

TO AUTHORIZE the Mayor and the Director General, and they are hereby authorized, to sign, for and in the name of the Municipality, all documents ratifying the present agreement;

**131.04.24 AMENDMENT TO THE PROFESSIONAL SERVICES CONTRACT
FOR THE MUNICIPALITY'S AUDITORS**

WHEREAS resolution 408.11.22 provided for the awarding of a professional services contract for auditors in the amount of \$21,000.00, before taxes, and that this awarding was made in accordance with the provisions of By-law (571-2019) respecting contract management;

CONSIDERING Article 25 of this by-law, which prescribes the procedure for processing requests for amendments to contracts awarded by mutual agreement;

CONSIDERING THAT, in the case of this contract amendment request, the conditions stipulated in the aforementioned article 25 will be met if the Board approves the request, namely:

- a) the request does not change the nature of the contract and is incidental in nature;
- b) it was unforeseeable at the time the contract was awarded;
- c) it is not attributable to the fault of the bidder;

CONSIDERING THAT the request for modification of the contract by the Finance and Administration Department was recommended and approved by its Director, is justified by various additional work necessary and mandatory under generally accepted accounting standards for the public sector and not foreseeable in the written request for quotation that gave rise to resolution 408.11.22 and of which the members of the Board were able to take cognizance;

CONSIDERING THAT the Director general recommends approval by Council and confirms that the necessary budget credits are available;

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

THAT the preamble be and is an integral part hereof;

TO APPROVE the request for modification number 1 to the contract for professional services of the municipality's auditors awarded in resolution 408.11.22 and the addition of an amount of \$6,114.50 before taxes to said contract;

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A.M. 03.04.24 NOTICE OF MOTION AND TABLING OF DRAFT BY-LAW (754-2024) AMENDING BY-LAW (750-2023) RESPECTING TAXES, TARIFFS, SERVICE CHARGES AND COMPENSATION FOR FISCAL YEAR 2024 IN ORDER TO SPECIFY THE ALLOCATION OF THE SPECIAL GENERAL TAX DECREED IN ARTICLE 2 FOR THE PURPOSE OF FINANCING REAL ESTATE ACQUISITIONS

Notice of motion is given by Councillor Gilles Saulnier that By-law (754-2024) amending By-law (750-2023) respecting taxes, tariffs, service charges and compensation for fiscal year 2024 in order to specify the allocation of the special general tax decreed in Article 2 for the purpose of financing real estate acquisitions will be presented at a future council meeting.

Draft by-law (754-2024) amending By-law (750-2023) respecting taxes, tariffs, service charges and compensation for fiscal year 2024 in order to specify the allocation of the special general tax decreed in Article 2 for the purpose of financing real estate acquisitions is presented herewith.

A.M. 04.04.24 NOTICE OF MOTION AND TABLING OF DRAFT BY-LAW (755-2024) AMENDING BY-LAW (567-2019) RESPECTING THE ENVIRONMENT ADVISORY COMMITTEE AND BY-LAW (622-2021) RESPECTING THE LOCAL HERITAGE COUNCIL IN ORDER TO SPECIFY THE PROVISIONS RELATING TO THE REMUNERATION OF NON-ELECTED MEMBERS OF THE MUNICIPAL COUNCIL AS WELL AS THE STANDARDS OF ETHICS AND PROFESSIONAL CONDUCT APPLICABLE TO THEM

Notice of motion is given by Councillor Peter MacLaurin that By-law (755-2024) amending By-law (567-2019) respecting the environment advisory committee and By-law (622-2021) respecting the local heritage council in order to specify the provisions relating to the remuneration of non-elected members of the municipal council as well as the standards of ethics and professional conduct applicable to them will be presented at a future council meeting.

Draft by-law (755-2024) amending By-law (567-2019) respecting the environment advisory committee and By-law (622-2021) respecting the local heritage council in order to specify the provisions relating to the remuneration of non-elected members of the municipal council as well as the standards of ethics and professional conduct applicable to them is presented herewith.

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132.04.24 AUTHORIZATION TO PUBLISH A NOTICE OF RIGHT OF FIRST
REFUSAL ON LOTS 3 205 868 AND 3 205 872

WHEREAS THAT Article 5 of By-law (640-2022) on the exercise of the right of first refusal on an immovable in the territory provides that it is by resolution that the council must designate an immovable affected by it;

TAKING INTO ACCOUNT its Environmental and Ecological Transition Policy which provides for an increase in the number of protected areas on the territory;

CONSIDERING THAT lots 3 205 868 and 3 205 872 constitute large properties totalling 426 825.3 square metres almost entirely in their natural state;

CONSIDERING THAT the Municipality may have an interest in acquiring these properties for any of the municipal purposes set out in Article 4 of the above-mentioned by-law;

It is proposed by Councillor Carole Patenaude

IT IS RESOLVED:

THAT the preamble is an integral part of the present by-law;

TO SUBJECT lots 3 205 868 and 3 205 872 to a right of first refusal in accordance with the terms and conditions set out in sections 5 and following of By-law (640-2022) respecting the exercise of the right of first refusal on an immovable within the territory;

TO MANDATE AND AUTHORIZE the Mayor and the Director General, and they are hereby mandated and authorized, to act on this resolution, including the awarding of contracts for professional services to register the rights of first refusal, to the extent and in accordance with the provisions of the regulations in force in such matters;

133.04.24 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.

134.04.24 SÛRETÉ DU QUÉBEC POLICE DEPARTMENT'S MONTHLY
REPORT

General management has received a few informative press releases and has presented them.

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135.04.24 MONTHLY REPORT FROM THE INTERIM DIRECTOR

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

136.04.24 TEMPORARY ACCEPTANCE – REPAIR WORK ON LAKESHORE
AND TAMARACOUTA ROADS

The mayor declares his interest in this matter and withdraws from the meeting.

Substitute Mayor Carole Patenaude presides over the meeting for this item on the agenda.

CONSIDERING resolution 317.06.23 concerning the awarding of a contract for paving work 2023 - Lakeshore and Tamaracouta roads to David Riddell Excavation/transport;

CONSIDERING By-law 571-2019 respecting contract management;

CONSIDERING THAT the work under this contract was carried out in accordance with the specifications;

WHEREAS the Director of Public Works and Infrastructures and the project engineers recommend provisional acceptance of said work, in accordance with the recommendation and supporting documents attached hereto;

It is proposed by Councillor Peter MacLaurin
IT IS RESOLVED:

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

TO ACCEPT the provisional acceptance of the work provided for in the contract awarded in resolution 317.06.23 for the 2023 paving work - Lakeshore and Tamaracouta roads, with a 5% holdback as recommended by the Public Works Director and the project engineers;

The mayor returns to the meeting and resumes chairing the proceedings.

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**137.04.24 APPLICATION TO THE MINISTÈRE DE L'ENVIRONNEMENT DU
QUÉBEC FOR AUTHORIZATION TO INCREASE THE EXISTING
WATER WITHDRAWAL CAPACITY OF THE BALMORAL
AQUEDUC STATION**

CONSIDERING the request for authorization sent by LNAqua, on behalf of the Municipality, to the ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs (MELCCFP) on December 14th, 2023;

CONSIDERING that the MELCCFP, after verifying all the latest information received, sent the Municipality a first request for information on February 29th, 2024;

CONSIDERING that the Municipality has taken note of questions 1 to 3 of the MELCCFP's request for information;

CONSIDERING that the Municipality has mandated LNAqua and BHP Conseils to pilot the present request for authorization;

It is proposed by Councillor Louise Cossette
IT IS RESOLVED:

TO AUTHORIZE LNAqua to answer the MELCCFP's questions on behalf of the Municipality;

TO CONFIRM the Municipality's commitment to implement all necessary measures to carry out the work described in recommendations R4 to R9 of the hydrogeological report mentioned in question no. 3, during the 2024 summer season;

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

The Director general presents Council who acknowledge receipt of the summary report regarding petitions and requests to March 31st, 2024.

**139.04.24 CONTRACT MODIFICATION – PROFESSIONAL
ENGINEERING SERVICES CONTRACT FOR THE UPGRADING
OF THE LAC PETER DAM**

WHEREAS the General Manager, in April 2021, proceeded to award by mutual agreement a contract for professional engineering services for the upgrading of the lake dam in the amount of \$21,560.00, before taxes, and that this award was made in accordance with the provisions of By-law (571-2019) respecting contract management, after obtaining price quotations as required in the Purchasing Policy;

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WHEREAS the awarding of this contract was disclosed in the report on the use of the Director General's delegated powers in May 2021;

CONSIDERING article 25 of this by-law, which prescribes the procedure for processing requests for amendments to contracts awarded by mutual agreement;

CONSIDERING THAT, in the case of this contract amendment request, the conditions stipulated in the above-mentioned article 25 will be met if the Board approves the request, namely :

- a) the request does not change the nature of the contract and is incidental in nature;
- b) it was unforeseeable at the time the contract was awarded;
- c) it is not attributable to the fault of the bidder;

CONSIDERING THAT the request for modification of the contract by the Public Works and Infrastructures Department has been approved by its Director, is justified by the new requirements of the Ministère de l'Environnement du Québec to file a request for a certificate of authorization on the MELCC WEB portal, will be approved by Council, was not provided for in the call for tenders having given rise to the initial awarding of the said contract and of which the members of Council have been able to take cognizance;

CONSIDERING THAT the General Manager recommends approval by Council and confirms that the necessary budget credits are available;

It is proposed by Councillor Gilles Saulnier

IT IS RESOLVED:

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

TO APPROVE the request for modification number 1 to the contract for professional engineering services - Lake Peter Dam awarded by mutual agreement by the General Manager in April 2021 and the addition of an amount of \$24,665.00 to said contract;

TO ENTER the engineering professional services contract awarded by the General Manager in April 2021 in the amount of \$21,560.00 plus taxes;

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**140.04.24 RATIFICATION OF A GENERAL MANAGER'S EXPENDITURE
AUTHORIZATION EXCEEDING THE DELEGATION**

WHEREAS the Municipality has undertaken, in 2023, to carry out the "Acquisition and installation of lighting fixtures and street furniture" project in the village core;

CONSIDERING THAT this project received a grant from the federal government under the Community Revitalization Program of the Canadian Community Revitalization Fund (CCRF);

WHEREAS the grant was to be used by March 31st, 2024, under the terms of the contribution agreement entered into for the purposes of the project and approved by Council in 2022;

WHEREAS there were still significant sums to be used before March 31st, 2024, to finance the acquisition of street furniture for the project;

WHEREAS it was not possible to convene Council in due time in a special meeting in accordance with By-law (564-2018) on the operating rules for Council meetings;

WHEREAS, in so doing, the Director General authorized an expenditure of \$ 39,441.75 on March 28th, 2024 for the acquisition of street furniture in connection with the above-mentioned project, thereby exceeding the \$27,500 expenditure delegation limit provided for in Article 9 of By-law (577-2019) respecting financial administration;

WHEREAS, in so doing, the Director General has awarded a supply contract by mutual agreement to the company Maglin Inc., supplier of the street furniture provided for the said project;

WHEREAS, in accordance with Article 19 of By-law (577-2019) respecting financial administration By-law (577-2019), the General Manager may, upon justification and notwithstanding any provision to the contrary, award a contract and authorize an expenditure accordingly in the event of an emergency, up to a maximum of \$50,000;

WHEREAS the Director general declares that he acted solely in the interest of the Municipality, in order to avoid losing significant amounts of the subsidy granted for the said project:

WHEREAS the Director general confirms that the necessary budgetary credits are available;

It is proposed by Councillor Louise Cossette
IT IS RESOLVED:

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

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TO RATIFY the Director general's expenditure authorization for the purchase of street furniture in the amount of \$ 39,441.75 within the scope of the "Acquisition and installation of lighting and street furniture" project, as well as the contract awarded by him for the same amount, to Maglin Inc.;

141.04.24 ACTING DIRECTOR'S MONTHLY REPORT

The Director general presents Council, who acknowledge receipt of the monthly report for March 2024 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.

142.04.24 REPORT REGARDING PERMITS AND CERTIFICATES

The Director general presents Council who acknowledge receipt, of the list of permits and certificates to March 31st, 2024.

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

The Director general did not receive any reports.

144.04.24 SPAIP - LOT 6 499 733, RUE COUNTY

CONSIDERING THAT a request for approval by site planning and architectural integration program was submitted by the owner of the property located on lot 6 499 733, rue County in Zone RV-2 and all or part of the lot is located in an elevation of 350 meters or more ;

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

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

CONSIDERING THAT the Urban planning advisory committee has examined this proposal and recommends council's approval ;

It is proposed by Councillor Carole Patenaude
It is unanimously resolved by the councillors:

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TO APPROVE the plans and specifications in accordance with the objectives and criteria of the SPAIP for the construction of a main building (single-family house) on lot 6 499 733, rue County (4684-64-4622), as per the plans submitted;

145.04.24 SHARED VISION FOR THE ALLOCATION OF PUBLIC LAND

CONSIDERING that the MRCs of Argenteuil, Pays-d'en-Haut, Laurentides and Antoine-Labelle have State-owned lands on their respective territories;

CONSIDERING that the activities permitted on public lands depend in part on the various land uses designated by the Ministère des Ressources naturelles et des Forêts (MRNF) in 2015;

CONSIDERING that the communities and environment of these four MRCs are indirectly affected by activities such as vacationing, wildlife harvesting, access to bodies of water, forest management operations and mining operations;

CONSIDERING that the effects of these activities can also be caused by the governance and certain management methods of lands in the public domain;

CONSIDERING that certain activities and practices may have economic, social and ecological repercussions on municipal lands;

CONSIDERING that the MRNF will begin revising the Laurentian public land use plan (PATP) in the next few years;

CONSIDERING that the PATP is established by administrative region, that it defines the government's orientations for the use and protection of public land, and that it guides the management and development of land and resources in each of Quebec's regions, taking into account the characteristics that make up each region;

CONSIDERING that in 2021, the MRCs of Argenteuil, Pays-d'en-Haut, Laurentides and Antoine-Labelle have initiated, by informing the MRNF and being financed by the Programme d'aménagement durable des forêts (PADF), a process aimed at establishing a shared municipal vision constituting an ideal for the local municipalities making up these MRCs;

CONSIDERING that, in this context, the MRCs wish to submit this vision to the MRNF in time for the next revision of the Laurentian PATP;

CONSIDERING that, in concert with the MRCs of Laurentides, Argenteuil and Antoine-Labelle, the MRC Pays-d'en-Haut participated in and oversaw the participatory development of the shared municipal vision of public land use in the Laurentians;

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CONSIDERING the members of Council have had the opportunity to review the "Vision municipale partagée de l'affectation des terres publiques";

WHEREAS the Council of Mayors recommends that the municipalities of the MRC adopt the document "Vision municipale partagée de l'affectation des terres publiques";

It Is proposed by Councillor Louise Cossette

IT IS RESOLVED :

TO ADOPT the document entitled "Vision municipale partagée de l'affectation des terres publiques";

TO ORDER that this document, also adopted by the MRCs of Argenteuil, Pays-d'en-Haut, Laurentides and Antoine-Labelle, be forwarded to the MRNF;

146.04.24 TABLING – ECOCENTER 2023 ACTIVITIES AND FINANCIAL REPORT

The Director general presents Council with the 2023 Ecocenter activities and financial report.

147.04.24 VOTE AND ALLOCATION OF ADDITIONAL CREDITS FOR THE MUNICIPALITY'S SHARE OF THE ECOCENTER'S COSTS

WHEREAS the Director General has deposited the 2023 balance sheet and the financial results of the Ecocentre;

CONSIDERING the financial results reveal a shortfall of \$16,436 for the year 2023, of which \$6,423 must be assumed, in accordance with the Intermunicipal Agreement on the Ecocentre, by the Municipality;

WHEREAS the credits to assume the payment of this sum are not available in the Municipality's 2024 operating budget;

TAKING INTO ACCOUNT the provisions of By-law (593-2020) on the financial reserve for residual materials management;

It is proposed by Councillor Gilles Saulnier

IT IS RESOLVED :

TO VOTE AND ALLOCATE additional credits of \$6,423 to be allocated to account 02-453-02-953;

TO AUTHORIZE the withdrawal of such credits from the residual materials management financial reserve;

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148.04.24 AUTHORIZATION TO INSTITUTE LEGAL PROCEEDINGS TO PUT AN END TO A NON-CONFORMING USE AND MANDATE TO THE MUNICIPALITY'S LEGAL DEPARTMENT TO REPRESENT IT IN THIS REGARD

CONSIDERING that the building at 16 rue du Bastion presents a prohibited use of land and structures, including:

- The installation of an agricultural building for cultivation (A1) of an estimated size of 174m². Prohibited usage of cultivation in the RV-5 zoning grid (art. 32, zoning);
- Presence of prohibited outdoor storage as an accessory use to main uses in the Residential group (art. 60, zonage);
- Installation of an accessory guest house using a trailer structure (art. 90, zoning) and encroachment in the 7.5 metre front yard margin (arts. 101, zoning);
- Main building that is not maintained, and kept clean and in good repair (art. 30, construction);
- Main buildings and accessory buildings that are not equipped with exterior siding materials that are rot-resistant or protected from the weather by paint, stain, varnish, or oil, or coated with generally recognized finishing materials (art. 31, construction);
- Works to add a second floor to the main building started without a permit in 2003 unfinished and unsafe (arts. 33 and 34, construction);
- Extension works in the lateral courtyard started without a permit in 2023 unfinished and unsafe (arts. 33 and 34, construction);
- Construction works of a garage started without a permit in 2007 unfinished and unsafe (arts. 33 and 34, construction);
- The presence of an unfinished and dangerous shed begun in 2013 without a permit (art. 33 and 34, Construction By-law).

CONSIDERING that these situations constitute violations of Zoning By-law (642-2022) and Construction By-law (644-2022);

CONSIDERING that a transaction between the owner at the time (ex-spouse of the current owner) and the municipality requiring the upgrading of the buildings had been concluded in 2013 and that the obligations of the latter have not been respected;

CONSIDERING that notices of infraction have been served on the owner, the most recent by bailiff on December 13th, 2023;

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CONSIDERING that section 227 of the Act respecting land use planning and development (RLRQ, c. A-19.1) allows the Municipality to request the Superior Court to order, at the owner's expense, the execution of the work required to bring the land use or construction into compliance with the bylaws or, if no other useful remedy exists, the demolition of the construction or the restoration of the property under order of this Court;

It is proposed by Councillor Claude P. Lemire

IT IS RESOLVED :

TO AUTHORIZE the institution of legal proceedings to compel the owner or occupant of the immovable located at 16, rue du Bastion, to comply with any provision of Zoning By-law (642-2022) and any provision of Construction By-law (644-2022), including, but not limited to, obtaining any order from the Superior Court under section 227 of the Act respecting land use planning and development in order to bring the uses and structures on said property into compliance with said by-laws or, failing that, to order their demolition;

TO MANDATE the firm PFD Avocats to represent the Municipality in all legal proceedings required for this purpose, in particular under section 227 of the Act respecting land use planning and development (RLRQ, c. A-19.1).

149.04.24 IMPOSITION OF A NOTICE OF DETERIORATION ON A BUILDING

WHEREAS the main building located at 16, rue du Bastion presents a significant lack of maintenance;

WHEREAS this situation constitutes an infringement to By-law (632-2022) respecting sanitation, maintenance and occupancy of buildings;

WHEREAS notices of infringement were notified to the owner, which contained, among other things, information on the corrections necessary to comply with the established standards as well as the time frame within which the required work and corrections had to be carried out, including the most recent infringement notice notified by bailiff on December 13th, 2023;

WHEREAS no rectification or corrective work was carried out following notification of the notices of infringement;

WHEREAS article 37 of Regulation (632-2022) on the health, maintenance and occupancy of buildings and article 145.41.1 of the Act respecting land use planning and development (RLRQ, ch. A -19.1) allow the Municipality to require registration in the land register of a notice of deterioration if the owner of a building does not comply with any notice in accordance with the by-law sent to him;

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WHEREAS the Urban Planning and Environment Department recommends that a notice of deterioration be registered in the land register of this building;

It is proposed by Councillor Carole Patenaude
IT IS RESOLVED:

THAT the above preamble forms an integral part of this resolution.

TO AUTHORIZE the requisition of registration in the land register of a notice of deterioration with regard to the building located at 16 rue du Bastion;

TO AUTHORIZE the general manager, and he is hereby authorized, to sign, for and on behalf of the Municipality, any document required to follow up on this;

**150.04.24 MODIFICATION TO RESOLUTION 533.09.23 REGARDING
RECOGNIZING THE ACQUIRED RIGHTS OF THE OWNERS OF
LOTS LOCATED ALONG CERTAIN UNRECOGNIZED PRIVATE
LOTS**

WHEREAS lots 3 736 940 on rue Hillside covered by resolution 533.09.23 was omitted from the list approved by Council in the said resolution;

It is proposed by Councillor Peter MacLaurin
IT IS RESOLVED :

THAT the preamble form an integral part hereof;

TO AMEND the second operative part of resolution 533.09.23 of September 13th, 2023, to add the following paragraph:

« g) Rue Hillside : lot 3 736 940. »;

151.04.24 TABLING – MRC’S CLIMATE PLAN

The Director general presents Council with the MRC’s climate plan and gives a summary as well as the next steps for the adaptation projects for climate change.

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**152.04.24 MANDATE THE CCE FOR THE ANALYSIS OF THE CLIMATE
PLAN AND RECOMMENDATIONS FOR ACTION TO ADAPT TO
CLIMATE CHANGE**

WHEREAS the Director General has submitted the Climate Plan adopted by the MRC;

WHEREAS the Municipality's Environmental Policy includes orientations related to climate change;

WHEREAS the council wishes to receive the opinion and recommendations of the environmental advisory committee on the content and actions to be proposed for the Municipality in order to follow up on this plan, in accordance with article 5 of By-law (567-2019) on the environmental advisory committee;

It is proposed by Councillor Gilles Saulnier

IT IS RESOLVED:

THAT the preamble forms an integral part of this document;

TO MANDATE the environmental advisory committee to:

- 1) That it carries out an analysis of the content of the Climate Plan;
- 2) That he formulates any opinion on the implications thereof for the Municipality;
- 3) That it makes recommendations to the council regarding actions and concrete projects that may be relevant and feasible for the Municipality in order to follow up on this plan;

**153.04.24 NOMINATION OF THE PRESIDENT OF THE DEMOLITION
COMMITTEE**

WHEREAS the council appointed, in resolution 215-06-22, the members of the demolition committee in accordance with article 7 of By-law (632-2022) on the demolition of buildings;

WHEREAS this same article provides for the appointment of the chairman of the committee by the council and that resolution 215-06-22 did not include any such appointment;

It is proposed by Councillor Louise Cossette

IT IS RESOLVED:

TO APPOINT Mrs. Carole Patenaude as president of the demolition committee;

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154.04.24 MONTHLY REPORT FROM THE DIRECTOR

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 March 2024 as per By-law (577-2019) regarding financial administration.

155.04.24 AMENDMENT TO RESOLUTION 217.05.23 AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION UNDER THE PRIMA PROGRAM

WHEREAS the Ministry of Municipal Affairs requires the addition, in the text of resolution 217-05-23 authorizing the submission of a subsidy application, of an element linked to the Municipality's commitment to assume and respect all the obligations assigned to it under the PRIMA program;

WHEREAS the Municipality has obtained confirmation of obtaining nearly \$100,000 in grants to finance the realization of various projects and initiatives related to this program;

It is proposed by Councillor Leigh MacLeod

IT IS RESOLVED:

TO MODIFY resolution 217-05-23 in order to add the following device:

“TO CONFIRM the Municipality’s commitment, if it obtains financial assistance for its application, to pay the costs of continued operation and maintenance of the subsidized infrastructure(s); »;

156.04.24 ADOPTION OF BY-LAW (752-2024) ON THE RECOGNITION OF THE TRINITY ANGLICAN CHURCH AND ITS CEMETARY AS A LOCAL CULTURAL HERITAGE

- | [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](#) (752-2024) on the recognition of the Trinity Anglican church and its cemetery as a local cultural heritage [as follows:](#)

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**By-law 752-2024
on the recognition of the Trinity Anglican church and its cemetery
as a local cultural heritage**

NOTE EXPLICATIVE

The present by-law recognizes the property known as « Trinity Anglican church » as well as the cemetery as a local cultural heritage site in accordance to the Cultural Heritage Act (RLRQ, ch. P-9.002).

It defines the reasons for the summons and sets out certain mandatory measures to ensure the conservation of the building in question.

It lays down the procedure for issuing permits and certificates and provides for offences, penalties and fines in the event of failure to comply with the by-law.

WHEREAS the provisions of Article III of chapter IV of the *Cultural Heritage Act* (RLRQ, chapter P-9.002) (hereinafter called « Act ») which authorizes the Municipality to recognize, in whole or in part, a heritage asset located on its territory whose knowledge, protection, enhancement or transmission is of public interest;

WHEREAS the purpose of this by-law is to designate the immovable located at 757, chemin du Village (lot number 3 735 733 of the cadaster of Québec) as a heritage property (hereinafter referred to as « the church »);

WHEREAS the Municipal Council has received and ratified the favourable recommendation of the Municipality's local heritage council for the protection of certain characteristic elements of the interior and exterior architecture of the Church;

WHEREAS the building is of heritage interest for its historical, architectural and artistic, urban planning, landscape, identity and community values;

WHEREAS the conservation of this immovable is of public interest, since it is part of the Municipality's historical heritage;

WHEREAS a special notice has been sent to the owners of the heritage immovable that is the subject of the present citation;

WHEREAS the local heritage council also held a public consultation on March 4th, 2024, allowing anyone interested to submit comments;

CONSIDERING the Municipality's urban plan;

CONSIDERING the Municipality's 2020-2030 strategic vision;

WHEREAS a notice of motion was given by Councillor Peter MacLaurin at the regular Council meeting of February 14th, 2024;

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WHEREAS the draft by-law was given to Council and a summary was given by the Director general at the regular council meeting of February 14th, 2024;

CONSEQUENTLY, the municipal council decrees the following:

CHAPTER 1 : INTRODUCTORY PROVISIONS

1. ***Goal*** – The goal of the present by-law is to proceed with the recognition of the « Trinity Anglican church » to allow the application of every protection stipulated in the Cultural heritage Act, in perpetuity.
2. ***Objectives*** – The objectives are to protect, in particular, the property located at 757, chemin du Village, lot 3 735 733, surface area of 7,069.20 square meters as shown on the location plan included as Annex A of the by-law.

CHAPTER 2 : REASONS FOR THE RECOGNITION

3. ***Historical and community value*** – The building specified in the present by-law is recognized as a heritage building for the following historical and community reasons:
 - Trinity Church is one of Morin-Heights' oldest surviving buildings. Located from the outset in the heart of what was to become the village core, it is a perfect example of the structuring impact of religion on the development of the urban fabric of small rural communities. This Anglican church also bears witness to the socio-economic role played by the first settlers from England in the municipality's history.
 - Trinity Cemetery is an essential place of commemoration for the community, as several generations of pioneer families are buried there, including the Seales, Woods, Kennedys, Watchorns, and Baldwins. Historians may use the grave markers to identify local tragedies such as the diphtheria and typhus epidemics. The Veteran's Corner, with its stones set into the ground, allows visitors to recall the names of those in the community who gave their lives for their country.
 - Trinity Anglican Church is open year-round and has always served as a meeting place for various Morin-Heights community organizations. Over the years, the dedication of parishioners has given rise to a number of initiatives, including Sunday School classes for young people, Quebec and Canada Day celebrations, breakfasts at the village school, the "Songs and Lectures" program broadcast to the population via Zoom, and intimate concerts as part of the SuperFolk festival. All these efforts are invested and bear fruit to make Trinity Anglican Church shine in the community.

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- Trinity Cemetery is an important place of remembrance for families whose members are buried there.
- Trinity Cemetery's Veterans' Corner and the nearby Hillside Cemetery Cenotaph are gathering places for people from neighbouring areas. Every year, the Morin-Heights Legion organizes ceremonies to commemorate Remembrance Day.

4. ***Architectural and artistic value*** – The building specified in the present by-law is recognized as a heritage building for the following historical and community reasons:

- The architectural value of this church lies in its representativeness of the small, roughly squared log churches built by Protestant communities when they first arrived in the region. The front and rear additions have resulted in the original framework being covered with contemporary materials to preserve a certain visual uniformity. The difference in height of the straight-sloped roofs still allows the original building to be perceived.
- Trinity Church features a central porch surmounted by a spire bell tower housing the century-old bell. This type of protruding tower is typical of vernacular places of worship built in the region. The building's floor plan comprises a rectangular nave with a single aisle and a narrower chancel, which ends in a flat chevet illuminated by a magnificent oculus-shaped stained-glass window by master stained-glass artist C.W. Kesley. The side windows, three of which feature stained glass by another renowned master glassworker, Guido Nincheri, are distinguished by their ogee-shaped upper sections, a feature of the Neo-Gothic style.
- The sobriety of the interior decoration is representative of the small Anglican churches built in rural areas. Apart from commemorative stained-glass windows donated by community members, it is limited to wood panelling and a polygonal-arched ceiling covered in plaster. The ogival-shaped opening, which delimits the sacred space and the nave, is decorated with a stencilled motif.
- The artistic value of Trinity Cemetery lies in the meticulous ornamentation of several funerary monuments, such as those of Ann Colvin (1865) and Robert Newton (1878), among the earliest.

5. ***Urbanistic and identity value*** – The building covered by this by-law is designated as a heritage building for the following urbanistic and identity reasons:

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- The church and surrounding cemetery, built on a gently sloping site along the main street, evoke the rural environment of the community's early days. Located close to two churches dating from the 19th century and already cited by the Municipality, the United Church and Hillside Chapel, this place of worship is an essential element in preserving the heritage character of the village core. These three still-active places of worship also bear witness to the area's historically multi-faith character.
- Trinity Anglican Church is thus a tangible witness to the history of Morin-Heights and is cited as a reference in literature on the municipality's heritage and tourist sites.

6. ***Characteristic elements*** – The specific characteristic elements covered by this citation which must be protected are the following:

- The church and cemetery location in the village's heart.
- The rural character of the exterior landscaping on a gently sloping site.
- The volume of the main body of the church, characterized by a rectangular nave with a single aisle and a narrower choir ending in a flat chevet.
- The different roof heights that make it possible to identify the original building.
- The central porch topped by a spire and its century-old bell.
- The exterior clapboard cladding laid horizontally and painted white.
- The shape and detail of the ogival-arched side openings.
- All the stained-glass windows donated by community members, and their commemorative plaques.
- The wood panelling, the polygonal-arched ceiling and the stencilled ogival opening between the sacred space and the nave.
- The cemetery's fieldstone entrance gate, commemorative plaque, and low stone walls.
- Grave stones, some of which are embedded in the ground (veterans' corner).

CHAPTER 3 : EFFECTS OF THE CITATION

7. ***Duty to preserve***– The owner of the cited heritage property shall put in place all measures necessary to ensure the preservation of the heritage value of the cited property in accordance with the reasons and conditions set out in Chapter 2.

8. ***Applications for permits or certificates*** – An application for a permit or certificate must be accompanied by a report prepared and signed by a licensed professional in heritage protection matters that justifies any action referred to in Chapter 4.

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9. ***Council's authorization*** – No person shall, without the approval of the municipal council :

- a) relocate the whole or any part of a cited heritage building or use it as a building pad;
- b) divide, subdivide, redivide or sever the lot on which the listed building is located;

10. ***Advice of the Local heritage council*** – Before making a decision of an application under Article 8, the municipal council shall seek the advice of the Local heritage council.

The Local heritage council shall make recommendations with respect to the application and any conditions that it considers relevant.

11. ***Compliance with conditions*** – Every holder of a permit or certificate referred to in Article 7 must respect any condition imposed therein.

12. ***Withdrawal of Council's authorization*** – The authorization referred to in Article 8 shall be withdrawn if the work provided for in the permit or certificate is not undertaken within one year of its issuance or if the work has been started but interrupted for more than one year.

Notwithstanding the interruption provided for in the first paragraph, the Municipality retains the possibility of obtaining an order under Article 203 of the Act.

13. ***Precedence of this by-law*** – Chapter 3 applies notwithstanding any provision to the contrary contained in the Municipality's By-law regarding permits and certificates.

14. ***Interpretation of the by-law*** – No interpretation of this by-law shall have the effect of relieving any person of any obligation inherent in any federal or provincial law or in a municipal by-law.

15. ***Refusal of authorization*** – The municipal council must give reasons for any refusal of authorization provided for in this chapter and send a notice to this effect containing, among other things, the reasons for such refusal to the owner concerned and to the local heritage council.

16. ***Designated officer*** – A designated officer as defined in Article 17 of By-law (645-2022) regarding permits and certificates and is deemed to have authority to enforce the provisions of this by-law.

CHAPTER 4 : CONDITIONS OF PRESERVATION

17. ***Consideration of reasons for citation*** – All work affecting the cited heritage building must take into account the reasons stipulated in Chapter 2.

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CHAPTER 5 : RECOURSES, VIOLATIONS AND PENALTIES

18. ***Recourse*** – The Municipality may exercise any recourse to have the present by-law respected including those stipulated in Article 203 of the Law.

19. ***Violations and penalties*** – Any person who contravenes to any of the provisions of the present by-law commits a violation and is liable to a penalty in accordance to Article 205 of the Law.

CHAPTER 6 : APPLICATION AND ENTERING INTO EFFECT

20. ***Application and administration*** – The administration and application of the present by-law is the responsibility of the public servants designated by the Urbanism and environment department.

21. ***Entering into effect*** – The present by-law enters into effect on the date of notification of the special notice as stipulated by Law to the owner of the heritage building in question.

Timothy Watchorn
Mayor

Hugo Lépine
Director general / Registrar-treasurer

COUNCILLORS' DECLARATIONS

Councillor Louise Cossette mentioned that information meetings for people interested in occupying a unit in the Habitat Morin-Heights project will be held on May 1st and 7th.

QUESTION PERIOD

Council answers questions posed by the public.

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157.04.24 END OF THE MEETING

The agenda having been completed, it is proposed by Councillor Claude P. Lemire that the meeting end at 20:30.

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

Tim Watchorn
Mayor

Hugo Lépine
Director general /
Registrar-treasurer

Twenty people attended the meeting.