

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 the Community Room, 567, Village, on Wednesday, December 14th, 2011 at which were present Councillors Mona Wood, Peter MacLaurin, Leigh MacLeod, Jean Dutil, Jean-Pierre Dorais and Claude P. Lemire, forming quorum under the chairmanship of Mayor Timothy Watchorn.

The Director general and secretary-treasurer, Yves Desmarais, is present.

At 7:30 p.m., the Mayor states quorum, welcomes the public and Council deliberates on the following dossiers.

277.12.11 ADOPTION OF THE AGENDA

It is proposed by councillor Jean-Pierre Dorais
And unanimously resolved by all councillors:

That Council adopt the agenda as presented by Director general.

3		ADMINISTRATION
3	1	Approval of the minutes
3	2	Finances
3	2 1	Expense statement
3	2 2	Statement of financial activities to November 30th, 2011
3	2 3	List of those indebted to the Municipality
3	3	Correspondence
3	4	Personnel
3	4 1	Notice of presentation of the elected representative's pecuniary interests
3	4 2	Nomination of substitute mayors
3	5	Resolution
3	5 1	2012 council meeting schedule
3	5 2	Correction of lot - Sunset road
3	5 3	Paving contract- Alpino and Jackson roads
3	6	Regulations
3	6 1	
4		PUBLIC SAFETY
4	1 1	Monthly report from the Director
4	1 2	Info - report SQ Pays-d'en-Haut
4	2	Personnel
4	2 1	
4	3	Resolution
4	3 1	
4	4	Regulations

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5		PUBLIC WORKS
5	1	Monthly report from the Director
5	2	Personnel
5	2 1	Hiring - labourer
5	3	Resolution
5	3 1	Agreement regarding drainage - lots 3 207 316 and 3 207 317
5	3 2	Snow removal - Sous-Bois and Horizon roads
5	3 3	Temporary acceptance - Lakeshore road
5	3 4	Municipalisation - Feux-Follets road
5	4	Regulations
5	4 1	
6		ENVIRONMENT & PARKS
6	1	Monthly report from the Director
6	2	Personnel
6	2 1	
6	3	Resolution
6	3 1	MRC des Pays-d'en-Haut' strategic plan
6	4	Regulations
7		URBANISM AND LAND DEVELOPMENT PLANNING
7	1	Monthly report from the Director
7	1 2	Minutes of the Planning advisory committee meeting
7	2	Personnel
7	3	Resolution
7	3 1	Minor derogation - 309, Village
7	3 2	Minor derogation - 411, Jackson
7	3 3	Toponymy - Hugessen road
7	4	Regulations
8		RECREATION DEPARTMENT
8	1 1	Monthly report from the Coordinator
8	1 2	
8	2	Personnel
8	2 1	
8	3	Résolution
8	3 1	2012 Morin-Heights Loppet
8	3 2	Ski week
8	3 3	Figure skating program
9		New Business
10		Question period
11		End of the meeting

278.12.11 APPROVAL OF THE MINUTES

The minutes of the regular meeting of November 9th, 2011 were given to members of Council, by means of the electronic assembly file folder.

Consequently, the Director general is exempt from reading them.

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

That Council adopt the minutes of the regular meeting of November 9th, 2011.

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279.12.11 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of November 2011 was given to Council members by means of the electronic assembly as well as the list of authorized expenses as per the delegation of competency by-law 351.

Council has studied the lists and:

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

That Council approve the accounts as detailed on the lists presented.

November 1st to 30th, 2011	
Accounts to be paid	\$ 225,661.42
Accounts paid in advance	\$ 279,577.96
Total purchases	\$ 505,239.38
Direct bank payments for the month	\$ 13,253.21
Total expenses	\$ 518,492.59
Net salaries	\$ 92,422.82
<u>GRAND TOTAL</u>	<u>\$ 610,915.41</u>

The Mayor and the Director general are authorized to make the payments.

STATEMENT OF FINANCIAL ACTIVITIES TO NOVEMBER 30TH, 2011

The Director general presents Council, who acknowledge receipt of the statement of financial activities to November 30th, 2011.

280.12.11 LIST OF THOSE INDEBTED TO THE MUNICIPALITY

In accordance to the specifications of Article 1022 of the Municipal Code, the Director general presents to Council the list of those indebted to the Municipality to November 30th, 2011;

Considering that Council studied the contents of the dossier;

Considering that a final notice for payment before January 30th, 2012 was sent to the property owners;

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

That Council authorize the Director general to send all dossiers of those indebted to the Municipality to collection whose accounts could be prescribed to the MRC Les Pays-d'en-Haut for collection and, if applicable, for the properties to be sold for non-payment of taxes.

That the Director general be authorized to bid for and in the name of the Municipality at the time of the auction sale.

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CORRESPONDENCE

The Director general reviews the correspondence for the month of November 2011. Council acknowledges receipt of the letters presented to its members by means of the electronic assembly. The Director General will take action and follow up if necessary.

Correspondence received

- 1 FQM - Training
- 2 FQM - membership
- 3 MAMROT - acknowledgement of receipt - conduct code
- 4 Laurentian ski museum: thanks
- 5 Evaluators Association - bulletin
- 6 MRC des Pays-d'en-Haut - By-law 255-2011
- 7 Ecocenter - 2011 statement
- 8 Laurentide re/sources: new regulation
- 9 MAMROT - reconnection of Primeroses road
- 10 Museum of contemporary art: support
- 11 UMQ: invitation to join
- 12 Citizenship and immigration Canada: Multiculturalism prize
- 13 FQM: 2010-2011 activity report
- 14 Viking canoe-kayak club: thanks
- 15 Soupe populaire de la Vallée de Saint-Sauveur: invitation
- 16 Municipality of Mille-Isles: draft urbanism plan
- 17 L'Ombre-Elle: financing campaign
- 18 MSSI: Ski Morin-Heights drinking water network
- 19 Morin-Heights historical Association: use of hall
- 20 MRC des Pays-d'en-Haut: balancing authorization
- 21 MRC des Pays-d'en-Haut: automatic assistance
- 22 Élitel: end of service contracts
- 23 MRC des Pays-d'en-Haut: By-law 245-2011 - prefect's salary
- 24 MRC des Pays-d'en-Haut: Règlement 246A-2011 modifying by-law 246-2011
- 25 Laurentides éconimiques: bulletin
- 26 Réseau biblio des Laurentides: bulletin

Correspondence sent

- A A. Tofan: installation of streetlight
- B Asphalte Desjardins: 2011 paving work
- C L. Duval: domaine Bois du Ruisseau
- D J. Perreau: entrance, 153, Jackson
- E Letter SSI - Knox emergency box
- F SQ - letters - social contract
- G J. Castonguay - claim
- H M. Fournier - Jackson road

NOTICE OF PRESENTATION OF THE ELECTED REPRESENTATIVE'S PECUNIARY INTERESTS

Notice is given by the Director general that all Council members have presented their declaration of pecuniary interests in accordance to the provisions of the Referendums and elections in municipalities Act for 2011-2012.

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281.12.11 NOMINATION OF SUBSTITUTE MAYORS

Considering that in accordance with the Municipal Code, an Acting Mayor should be nominated in order to carry on duties for the Municipality in absence of the Mayor;

It is proposed by councillor Mona Wood
And unanimously resolved by all councillors:

That this Council nominate the following Councillors as substitute mayor, for a period of three months each:

Date	Name
January 1st – March 31st, 2012	Leigh MacLeod
April 1st – June 30th, 2012	Jean Dutil
July 1st – September 30th, 2012	Jean-Pierre Dorais
October 1st – December 31st 2012	Claude P. Lemire

That Council authorize that the quarterly payments of the professional fees for substitute mayor be paid once per year, around December 15th.

282.12.11 2012 COUNCIL MEETING SCHEDULE

Considering Article 148 of the *Quebec Municipal Code* stipulates, at the beginning of each civil year, Council must establish the calendar of its regular sittings for the year, by setting the date and time for each sitting;

Consequently,
It is proposed by councillor Claude P. Lemire
And unanimously resolved by all councillors:

That the following calendar be adopted with regards to the holding of the municipal council's regular sittings for 2012 which will be held on Wednesday and will begin at 7:30 p.m.:

January 11	February 8
March 14	April 11
May 9	June 13
July 11	August 8
September 12	October 10
November 14	December 12

That a public notice with the contents of the following calendar be published by the Director general and Secretary-treasurer, in accordance to the Act which regulates the Municipality.

283.12.11 CORRECTION OF LOT - SUNSET ROAD

Considering the cadastral plan for part of Sunset road prepared by Roch Labelle, surveyor, registered under number 11,368;

Considering this correction is necessary because of the cadastral reform;

It is proposed by councillor Jean-Pierre Dorais
And unanimously resolved by all councillors:

That council ratify the Director general's decision to sign for and in the Municipality's name. the new cadastral plan which is attached herewith forming an integral part hereof.

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284.12.11 PAVING CONTRACT - ALPINO, CAMPBELL AND JACKSON ROADS

Considering Council delegated the Director general the authorization to grant the contract for the paving work before winter on Alpino, Campbell and Jackson roads by resolution 253.11.11;

Considering the Municipality has received the following offers:

Contractor	Price Inc. taxes
Asphalte Desjardins	\$ 74 087,93
Guy Desjardins	\$ 87 762,12
Asphalte Bélanger	\$ 96 012,00
Sintra	\$ 98 795,76
ABC Rive Nord	\$ 99 999,99

It is proposed by councillor Jean Dutil
And unanimously resolved by all councillors:

That Council ratify the Director general's decision to grant the contract for the paving work on Alpino, Campbell and Jackson roads to the lowest bidder in conformity, Asphalte Desjardins at the price of \$ 74,087.93, including taxes.

**MONTHLY REPORT FROM THE DIRECTOR,
PUBLIC SAFETY & FIRST RESPONDERS**

The Director general presents Council who acknowledges receipt of the monthly report for the month of November 2011, the list of expenses authorized during the month as per the delegation of competency, by-law 351.

INFO - REPORT - SQ PAYS-D'EN-HAUT

The Director general presents Council who acknowledges receipt of the Info - report - SQ Pays-d'en-Haut from the Sûreté du Québec for the month of October 2011.

**MONTHLY REPORT FROM THE DIRECTOR,
PUBLIC WORKS**

The Director general presents Council who acknowledges receipt of the monthly report as well as the list of daily calls for the month of November as well as the list of expenses authorized during the month as per the delegation of competency, by-law 351.

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285.12.11 HIRING - LABOURER

Considering the Public works department requires the services of a temporary labourer for the winter season;

It is proposed by councillor Jean Dutil
And unanimously resolved by all councillors:

That Council ratify the hiring of Mr. Francis Hamel to the temporary position of labourer as of December 13, 2011 for a maximum period of 24 weeks as per the terms and conditions stipulated in the collective agreement in effect.

286.12.11 AGREEMENT REGARDING DRAINAGE - LOTS 3 207 316 AND 3 207 317

Considering an agreement was entered into between the Municipality and the property owners of 142 and 148, Jackson in order to ensure the drainage of rain water;

Considering both draft agreements are attached herewith forming an integral part hereof;

It is proposed by councillor Jean Dutil
And unanimously resolved by all councillors:

That Council authorize the conclusion of both agreements with the property owners of 142 and 148, Jackson road and that the Mayor and Director general be authorized to sign for and in the municipality's name.

That the surveyor and notary's professional fees be paid for by the Municipality.

The Mayor leaves the meeting, it is 7:46 p.m. and Councillor Claude P. Lemire presides over the meeting.

Mr. Watchorn declares begin employed by 9129-6558 Québec Inc. David Riddell excavation et transports. In order to avoid any conflict of interest, Mr. Watchorn did not participate in the discussions at the plenary committee meeting nor in the decisions pertaining to the following dossiers.

287.12.11 SNOW REMOVAL - DES SOUS-BOIS AND HORIZON ROADS

Considering des Sous-Bois and Horizon roads were built as per the infrastructure construction norms and that these roads will be transferred to the Municipality at the beginning of 2012;

Considering the developer has agreed to present the Municipality with a financial guarantee for corrections to be done to the paving in the spring;

It is proposed councillor Jean-Pierre Dorais
And unanimously resolved by all councillors:

That Council authorize the integration of des Sous-Bois and Horizon roads to the snow removal route of the contract given to the firm 9129-6558 Quebec Inc. David Riddell excavation et transports, as per the terms of the contract in effect.

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That Council authorize the purchase of lots 4 519 682 and 4 519 702 which include the roads, free of charge from les Stations de la Vallée de Saint-Sauveur Inc. and the integration of these roads to the municipal roads network.

That the Mayor and the Director general be authorized to sign the pertinent documents.

288.12.11 TEMPORARY ACCEPTANCE - LAKESHORE ROAD

Considering the work was done by the company 9129-6558 Quebec Inc., David Riddell excavation et transports as per resolution 197.09.11;

Considering the recommendation for acceptance of the work signed by the Director, public works department, Mr. Alain Bérubé, eng.:

It is proposed by councillor Jean Dutil
And unanimously resolved by all councillors:

That Council approve the temporary acceptance of the work and authorize the payment less the contractual amount withheld at the time of the final acceptance of the work on December 14th, 2012.

That Council authorize the replacement of the amount withheld by a guarantee deposit in the same amount for the same period.

The Mayor returns and presides over the meeting, it is 7:54 p.m.

289.12.11 MUNICIPALISATION - FEUX-FOLLETS ROAD

Considering the construction work on the continuance of Feux-Follets road which was done by the developer, Jean Lasalle;

Considering the engineer in this dossier, Équipe Laurence, consultants, confirm that this work was done in accordance to the plans and quotes, the municipal norms and the proper regulations;

Considering part of this road must be integrated to the municipal network;

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

That Council authorise the purchase, free of charge, of lots 4 709 124, 4 709 125, 4 709 126 and 3 735 813, which are the continuance of Feux-Follets road;

That Council authorize the Mayor and Director general to sign for and in the Municipality's name, the notarized contracts with both companies who are owners of these lots, 3870707 Canada Inc. et 6537391 Canada Inc..

That, consequently, Council authorize the snow removal of this road as of now.

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MONTHLY REPORT FROM THE DIRECTOR, ENVIRONMENT & PARKS DEPARTMENT

The Director general presents to Council, who acknowledge receipt, the monthly report from the Director, Environment & Parks Inspector as well as the weekly water flow report for the month of November.

290.12.11 MRC DES PAYS-D'EN-HAUT'S STRATEGIC PLAN

Considering the MRC des Pays-d'en-Haut has rendered public its 2011-2020;

Considering this strategic statement contains complete environmental economic cultural activities within a sustainable development perspective;

Considering this strategic statement was the subject of a public consultation;

Considering the Municipality of Morin-Heights adheres to the proposed guidelines;

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

That Council acknowledge receipt of the 2011-2020 strategic statement.

That the Municipality adheres to the proposed guidelines.

MONTHLY REPORT FROM THE DIRECTOR, URBANISM DEPARTMENT

The Director general presents Council who acknowledge receipt of the report for the month of November 2011 from the Director of the Urbanism.

291.12.11 MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING

The Director General presents the minutes of the Planning Advisory committee meeting of November 22nd, 2011;

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

That council accept the minutes of the meeting of November 22nd, 2011 which is attached herewith forming an integral part hereof.

292.12.11 MINOR DEROGATION - 309, VILLAGE

- The president of the assembly opens the consultation meeting regarding the minor derogation at 8:00 p.m.
- The president of the assembly gives the floor to the Director general who reads the proposal and explains the requested derogation.

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- The president of the assembly invites anyone interested who were duly convened to this meeting by public notice dated November 21st, 2011 to be heard in this dossier.

Considering Council has received a request for minor derogation aimed at modifying a provision of subdivision by-law 417 in order to subdivide two lots 3 736 889, cadastre of Quebec;

Considering the request is aimed at the property located at 309, Village, within zone 7;

Considering this request was studied by the Planning Advisory committee who recommend to Council the approval of the derogation by resolution 51.11.11;

Considering that according the Urbanism and development Act, those interested were invited by public notice to be heard at this consultation;

Consequently,

It is proposed by councillor Jean-Pierre Dorais

And unanimously resolved by all councillors:

That Council grant the minor derogation as presented by the requestor, specifically to reduce the minimum average width of a lot without services from 50m to 40,7m, as shown on the localisation plan prepared by surveyor Robert Lessard, minutes L-7303.

293.12.11 MINOR DEROGATION - 411, JACKSON

- The president of the assembly opens the consultation meeting regarding the minor derogation at 8:04 p.m.
- The president of the assembly gives the floor to the Director general who reads the proposal and explains the requested derogation.
- The president of the assembly invites anyone interested who were duly convened to this meeting by public notice dated November 21st, 2011 to be heard in this dossier.

Considering Council has received a request for minor derogation aimed at modifying two provisions of zoning by-law 416 in order to legalize the location of a house built between 1958 and 1970 and to legalize the encroachment of a porch into the front setback on lot 4 687 722, cadastre of Quebec;

Considering the request is aimed at the property located at 411, Jackson, within zone 23;

Considering this request was studied by the Planning Advisory committee who recommend to Council the approval of the derogation by resolution 50.11.11;

Considering that according the Urbanism and development Act, those interested were invited by public notice to be heard at this consultation;

Consequently,

It is proposed by councillor Claude P. Lemire

And unanimously resolved by all councillors:

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That Council grant the minor derogation as presented by the requestor, specifically to reduce the front set-back from 7.5m to 4.58m for the existing building only and increase from 1.5m to 4.71m the permitted encroachment of an existing porch into the front set-back, as shown on the localisation plan prepared by surveyor Nathalie Garneau, minutes 0667.

294.12.11 TOPONYMY - HUGESSEN ROAD

Considering for many years, there has been issues with civic numbers and street names in the Lac-Anne area throughout the territory or the municipalities of Milles-Isles, Wentworth and Morin-Heights;

Considering the existence of a residence located in Morin-Heights (180, Lac-Anne) which only has access via Mister Joe and Hugessen roads on the territory of the Municipality of Wentworth;

Considering this matter was studied by the Planning advisory committee which recommends that Council approve the toponym by resolution 52.11.11;

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

That the toponym "Hugessen" be approved and submitted to the Commission de toponymie du Québec for approval, as shown on the plan.

MONTHLY REPORT FROM THE DIRECTOR, RECREATION DEPARTMENT

The Director general presents Council with the monthly report presented by the Director, Recreation department as well as the list of expenses authorized during the month of November 2011 as per the delegation of competency.

295.12.11 2012 MORIN-HEIGHTS LOPPET

Considering that the Municipality is host of the Viking Loppet which will be held next February 26th ;

Considering that 500 skiers will be participating in this event;

Considering that Council the logistics surrounding this event;

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

That Council ask the Ministère des transports' authorization to cover the route 329 with snow and close it sporadically in order to allow the skiers to cross vis-à-vis the aerobic corridor and vis-à-vis Allen road between 10:30 a.m. and 3:00 p.m.;

That Council authorize the sporadic closing and snow cover of Bennett and Rockcliff roads to cross the aerobic corridor and Echo road in order to cross the Triangle trail;

That Council authorize parking on Campbell, Mountain View and Glen roads on February 26th, 2012;

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That Council notify the Municipality's insurers that, on this day, the elementary school's property as well as private properties surrounding the school will be used and that more than 125 volunteers will be guiding skiers.

296.12.11 SKI WEEK

Considering that, every year, the Municipality offers the Municipality's youth, reduce priced tickets at Ski Morin-Heights, during the school break, from March 5th, to 11th, 2012;

Considering the report prepared by the Director, Recreation and department dated December 8th, 2011;

Considering the credits are provided for in the budget;

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

That Council approve the sale of the reduce priced tickets.

Age	Purchase price - group rates*	Resale prices
Children- 5 and under	12.25 \$	10 \$
Students 6 to 20 yrs	19.31 \$	18 \$
Adults 17 +	24.35 \$	25 \$
Seniors (60+)	19.31 \$	20 \$

297.12.11 FIGURE SKATING PROGRAM

Considering the report prepared by the Director, Recreation department dated December 6th, 2011;

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

That Council approve the self-financed figure skating program

That Council authorize the Director general to sign an agreement for the maximum amount of \$ 940 with Mrs. Stéphanie Morissette.

298.12.11 CONGRATULATIONS - VOLUNTEER PARTY

Considering the volunteer recognition party was a great success;

It is unanimously resolved:

That Council congratulate the volunteers for their implication within the community and thank Catherine Maillé and Karyne Bergeron for their work and the event's success.

NEW BUSINESS

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QUESTION PERIOD

Council answers questions asked by the public.

299.12.11 END OF THE MEETING

The agenda having been exhausted;

It is proposed by Councillor Leigh MacLeod that the meeting ends at 8:29 p.m.

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

Timothy Watchorn
Mayor

Yves Desmarais
Director general
Secretary-treasurer

Eleven people attended the meeting.