

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, January 12th, 2011 at which were present Councillors Leigh MacLeod, Mona Wood, Jean Dutil and Claude P. Lemire, forming quorum under the chairmanship of Mayor Timothy Watchorn.

Councillors Peter MacLaurin and Jean-Pierre Dorais are absent.

The Assistant Secretary-treasurer, Ginette Charette is present.

At 7:34 p.m., the Mayor states quorum, welcomes the public and Council deliberates on the following dossiers.

1.01.11 ADOPTION OF THE AGENDA

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

That Council adopt the agenda as presented by the Assistant Secretary-treasurer.

AGENDA

- | | | |
|---|---|--|
| 1 | | Opening of the meeting held at the community room located at 567, Village road |
| 2 | | Adoption of the minutes |
| 3 | | ADMINISTRATION |
| 3 | 1 | Approval of the minutes |
| 3 | 2 | Finances |
| 3 | 2 | 1 Expense statement |
| 3 | 2 | 2 Statement of financial activities to December 31 st , 2010 |
| 3 | 3 | Correspondence |
| 3 | 4 | Personnel |
| 3 | 4 | 1 Nomination of substitute mayors |
| 3 | 5 | Resolution |
| 3 | 5 | 1 Adjudication of the issuance of banknotes |
| 3 | 5 | 2 Modifications pursuant to the financing of borrowing by-laws number 314, 353 and 282 |
| 3 | 5 | 3 Budget improvement – Summer employment Canada |
| 3 | 5 | 4 Mandate – lot 3 737 028 |
| 3 | 5 | 5 Modification to resolution 246.12.10 |
| 3 | 5 | 6 Competency declaration regarding paratransit |
| 3 | 5 | 7 Recommendation of payment – Mutuelle des municipalités du Québec |
| 3 | 6 | Regulations |
| 4 | | PUBLIC SAFETY |
| 4 | 1 | 1 Monthly report from the Director |
| 4 | 2 | Personnel |
| 4 | 3 | Resolution |
| 4 | 4 | Regulations |

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| | | |
|----------|---|---|
| 5 | | PUBLIC WORKS |
| 5 | 1 | Monthly report from the Director |
| 5 | 2 | Personnel |
| 5 | 3 | Resolution |
| 5 | 3 | 1 Land - Bastien aqueduct |
| 5 | 4 | Regulations |
| 6 | | ENVIRONMENT & PARKS |
| 6 | 1 | Monthly report from the Director |
| 6 | 2 | Personnel |
| 6 | 3 | Resolution |
| 6 | 4 | Regulations |
| 7 | | URBANISM AND LAND DEVELOPMENT PLANNING |
| 7 | 1 | Monthly report from the Director |
| 7 | 2 | Personnel |
| 7 | 3 | Resolution |
| 7 | 4 | Regulations |
| 8 | | RECREATION DEPARTMENT |
| 8 | 1 | 1 Monthly report from the Coordinator |
| 8 | 2 | Personnel |
| 8 | 2 | 1 Thanks to the library coordinator |
| 8 | 2 | 2 Nomination of the library coordinator |
| 8 | 2 | 3 Hiring – maintenance attendant for the aerobic corridor and Bellevue chalet |
| 8 | 2 | 4 Hiring – supervision of the skating rink |
| 8 | 3 | Resolution |
| 8 | 3 | 1 Library tower |
| 8 | 3 | 2 2011 Morin-Heights Loppet |
| 8 | 3 | 3 Grant request – Canada Day |
| 8 | 4 | Regulations |
| 9 | | New Business |
| 10 | | Question period |
| 11 | | End of the meeting |

2.01.11 APPROVAL OF THE MINUTES

The minutes of the regular and special meetings of December 8th, 2010 were given to members of Council, by means of the electronic assembly file folder, saved on their portable computers.

Consequently, the Assistant Secretary-treasurer is exempt from reading them.

It is proposed by Councillor Mona Wood
And unanimously resolved by all Councillors:

That Council adopt the minutes of the regular and special meetings of December 8th, 2010.

3.01.11 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of December 2010 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:

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

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

| December 1 st to 31 st , 2010 | |
|---|-----------------------------|
| Accounts to be paid | \$ 168,852.60 |
| Accounts paid in advance | \$ 261,643.19 |
| Total purchases | \$ 430,495.79 |
| Direct bank payments for the month | \$ 36,464.06 |
| Total expenses | \$ 466,959.85 |
| Net salaries | \$ 166,567.82 |
| <u>GRAND TOTAL</u> | <u>\$ 633,527.67</u> |

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

STATEMENT OF REVENUES AND EXPENSES TO
DECEMBER 31ST, 2010

The Assistant Secretary-treasurer presents Council, who acknowledge receipt of the statement of financial activities to December 31st, 2010.

CORRESPONDENCE

The Assistant Secretary-treasurer reviews the correspondence for the month of December 2010. 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 MRC des Pays-d'en-Haut : nominations
- 2 MAMROT : municipal contracts Law
- 3 National assembly: excise tax
- 4 Bulletin Pays-d'en-Haut : November
- 5 CLD: memoire MDEIE
- 6 CLD: November activity report
- 7 MMQ: third instalment
- 8 Société mutuelle de prévention : prevention program
- 9 Mario Laframboise : summer employment budget
- 10 Commission municipale : Residence MH dossier
- 11 UMQ: 2011 meetings
- 12 Groupe Procure : Tour du courage
- 13 Réseau de villes et villages en santé : dues
- 14 Repercussion theatre: tour
- 15 Trinity Anglican Church: breakfast program
- 16 MDDEP : redistribution to municipalities program
- 17 Tricentris: Express bulletin
- 18 Soupe populaire de la vallée de Saint-Sauveur : thanks
- 19 Recyc-Québec: compensation
- 20 Tricentris: loan reimbursement

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- 21 CLD des Pays-d'en-Haut : general meeting
- 22 FQM: training offered
- 23 FCM: infrastructure projects
- 24 Recyc-Québec: contact information
- 25 MRC des Pays-d'en-Haut : Adoption of 2011 budget and by-laws 231, 232, 233, 234, 235, 236, 237 and 238
- 26 MRC des Pays-d'en-Haut :By-laws 226, 229 and 240

Correspondence sent

- A A. Vaillancourt : park fees
- B G. Andrus : Domaine Balmoral
- C N. Laramée : window break
- D J. Peters : Lake Binns
- E R. MacLaurin : Christieville road
- F N. Calixte : roads in Domaine Balmoral
- G O. Chicoine : animal control
- H B. Greene : Beaulieu drinking water network
- I H. Girard : cat control
- J Genivar : Alpino dam dossier

4.01.11 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 Claude P. Lemire
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, 2011 | Leigh MacLeod |
| April 1st – June 30th, 2011 | Jean Dutil |
| July 1st – September 30th, 2011 | Jean-Pierre Dorais |
| October 1st – December 31st 2011 | 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.

5.01.11 ADJUDICATION OF THE ISSUANCE OF BANKNOTES

Considering that the Municipality has proceeded with a public request for tenders for the financing of by-laws 282 – Which decrees the construction and renovation work for municipal buildings and a loan in order to do so, 314 – Which decrees the repairs on the Lac Vert aqueduct network and a loan in order to do so and 353 – Repairs to the Guénette dam;

Considering that the Municipality has received the following offers:

- 1. Banque Royale du Canada
Price : \$ 100,00000
True cost : 3,53000 %
- 2. Financière Banque Nationale Inc.
Price : \$ 98,31300
True cost 3,54624 %

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3. Desjardins de la Vallée de St-Sauvuer
Price: \$ 100,00000
True cost: 4,05000 %

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

That the Municipality accept the offer made by la Banque Royale du Canada for its loan of \$ 349,300 by notes as per by-laws 314, 353 and 282, equal to or at the price of \$ 100,00000 due in a 5 year series as follows:

| | | |
|------------|-----------|------------------|
| \$ 43,700 | 3,53000 % | January 19, 2012 |
| \$ 45,100 | 3,53000 % | January 19, 2013 |
| \$ 46,800 | 3,53000 % | January 19, 2014 |
| \$ 48,100 | 3,53000 % | January 19, 2015 |
| \$ 165,600 | 3,53000 % | January 19, 2016 |

That the notes, capital and interests be payable by cheque to the order of the registered holder or by their pre-authorized bank withdrawal.

**6.01.11 MODIFICATIONS PURSUANT TO THE FINANCING OF
BORROWING BY-LAWS 314, 353 AND 282**

Whereas that, in accordance to the following borrowing by-laws and for the amounts indicated with regards to each, the Municipality of Morin-Heights would like to borrow a total amount of \$ 349 300:

| By-law | For an amount of \$ |
|---------------|--------------------------------|
| 314 | \$ 214,100 |
| 353 | \$ 54,200 |
| 282 | \$ 81,000 |

Whereas the Municipality of Morin-Heights would like to take advantage of the provisions of Article 2 of the Municipal loans and debts Act (L.R.Q., c. D-7), which stipulates that the term of the original loan may be extended to the most by twelve (12) months at the time of refinancing;

Whereas the Municipality of Morin-Heights had, on November 23rd, 2010, an amount of \$ 81,000 to be renewed, on an original loan of \$ 274,800, for a 5 year period, as per By-law number 282;

Whereas the Municipality of Morin-Heights will have, on January 18th, 2011, an amount of \$ 286,300 to be renewed, on an original loan of \$ 386,603, for a period of 5 and 10 years, as per by-laws number 314 and 353;

Whereas it then becomes necessary to modify the borrowing by-laws for which these notes are issued;

It is proposed by Councillor Jean Dutil
And unanimously resolved by all Councillors:

That the preamble of the present resolution becomes an integral part hereof as if it were reproduced in its entirety.

That a borrowing by-law in the amount of \$ 349,300 provided for in borrowing by-law numbers 314, 353 and 282 be realized.

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That these notes will be signed by the Mayor and the Director general.

That these notes will be dated January 19th, 2011.

That interests on banknotes will be paid semi-annually.

That these notes, notably the capital, will be reimbursed as follows:

| | | |
|-------|----|-------------------------|
| 2012. | \$ | 43,700 |
| 2013. | \$ | 45,100 |
| 2014. | \$ | 46,800 |
| 2015. | \$ | 48,100 |
| 2016. | \$ | 49,900 |
| 2016. | \$ | 115,700 (to be renewed) |

That in order to carry out this loan, the Municipality must issue notes for a shorter term than the term stipulated in the borrowing by-law, specifically for a term of 5 years (as of January 19th, 2011), with regards to the annual capital amortization stipulated for years 2017 and following, instead of the prescribed term for said amortizations for by-law number 314, each subsequent loan must be for the balance or part of the balance due on the loan.

That the Municipality of Morin-Heights borrow a banknote of \$ 81,000 by renewing the issuance of notes for an additional term of 1 month and 26 days to the original term of by-law number 282.

That the Municipality of Morin-Heights borrow \$ 268,300 by banknotes, by renewing savings or banknotes for an additional day at the original terms of by-laws number 314 and 353.

7.01.11 BUDGET IMPROVEMENT – SUMMER EMPLOYMENT CANADA

Considering the increase in the minimum hourly salary and the cost of living;

Considering the organizations' increasing needs;

Considering the importance for youth to acquire significant work experiences;

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

That the Municipality require that the budgetary envelope for the Emplois Été Canada initiative be indexed to the cost of living and reach minimum wage, by considering 2006 as a reference and consequently, a budgetary envelope of more than 120 million dollars per year be granted to this initiative in the next federal budget.

8.01.11 MANDATE – LOT 3 735 028

Considering lot 3 735 028 was awarded to the Municipality at the time of the sale for failure to pay taxes in 2001;

Considering the property owner did not exercise his right of withdrawal;

Considering the 27,366.4 square meters property is mostly located in a marsh zone with must be protected;

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

That Council give mandate to Me Françoise Major to prepare a transfer contract for lot 3 735 028 to the Municipality of Morin-Heights;

That Council authorize the Mayor and the Director general to sign for and in the Municipality's name.

9.01.11 MODIFICATION TO RESOLUTION 246.12.10

Considering a modification must be made to resolution 246.10.12 regarding the 2010-2011 remuneration adjustment;

Considering the third paragraph of the resolution must be modified as follows:

“Considering the contractual employees are excluded from this dossier for 2010 since they have already received their increases during the year, with the exception of Mrs. Karen Arredondo;”

It is proposed by Councillor Jean Dutil
And unanimously resolved by all Councillors:

That resolution 246.10.10 be hereinafter modified.

10.01.11 COMPETENCY DECLARATION REGARDING PARATRANSIT

Considering that at the special meeting of December 14th, 2010, the council of the MRC des Pays-d'en-Haut adopted a resolution with regards to declaring its competency pertaining to paratransit (resolution no. CM 258-12-10).

Considering in such cases, all local municipalities must notify the MRC des Pays-d'en-Haut of any employee or equipment that has become surplus pursuant to such a declaration of competency by the MRC;

It is proposed by Councillor Jean Dutil
And unanimously resolved by all Councillors:

That the council of the Municipality of Morin-Heights:

- a) notify the MRC des Pays-d'en-Haut that no employee and/or equipment has become surplus pursuant to an intention given by the MRC des Pays-d'en-Haut to declare its competency with regards to paratransit.
- b) Forward the present resolution to the MRC des Pays-d'en-Haut as the document mentioned in article 678.0.2.3, CMQ.

11.01.11 RECOMMENDATION OF PAYMENT – MUTUELLE DES MUNICIPALITÉS DU QUÉBEC

Considering there has been material damages to the property located at 19, de la Paix pursuant to strong rains and deficient ditches in this area, on July 21st, 2010;

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Considering the Mutuelle des municipalités du Québec's dossier no. 101133;

Considering the company Les expertises Richard Racette recommends that the Mutuelle des municipalités du Québec honours the requestor's claim and accept that the repair work be undertaken by the company R.G. Gravel Inc. for an amount of \$ 10,141.82, including taxes;

Considering the request for reimbursement for the deductible in the amount of \$ 5,000 payable to the Mutuelle des municipalités du Québec;

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

That Council authorize the payment of the deductible in the amount of \$ 5,000 to the Mutuelle des municipalités du Québec, as indicated in the attached document dated December 23rd, 2010, in order to close the dossier.

MONTHLY REPORT FROM THE DIRECTOR, PUBLIC SAFETY

The Assistant Secretary-treasurer presents Council who acknowledges receipt of the monthly report for the month of December and the list of expenses authorized during the month as per the delegation of competency, by-law 351.

MONTHLY REPORT FROM THE DIRECTOR, PUBLIC WORKS

The Assistant Secretary-treasurer presents Council who acknowledges receipt of the monthly report as well as the list of daily calls for the month of December 2010 and the list of expenses authorized during the month as per the delegation of competency, by-law 351.

12.01.11 LAND - BASTIEN AQUEDUCT

Considering the Bastien aqueduct drinking water distribution building located on Loup Garou road is located on a private property;

Considering it is beneficial for the municipality to regulate this situation;

Considering the Municipality offered \$ 2,000 for the property, plus costs;

Considering the Municipality has received a counteroffer in the amount of \$ 8,000;

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

That Council authorize the presentation of an offer to purchase to the owner of the property of approximately 100 sq. m. for the price \$ 3,000.

That Council authorize the Mayor and the Director general to sign the document for and in the Municipality's name.

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That Council allocate the amount of \$ 5,200 in order to cover the professional fees and the purchase of the property.

MONTHLY REPORT FROM THE DIRECTOR, ENVIRONMENT & PARKS DEPARTMENT

The Assistant Secretary-treasurer presents to Council, who acknowledge receipt, the monthly report from the Director, Environment & Parks Inspector as well as the weekly water flow reports.

MONTHLY REPORT FROM THE DIRECTOR, URBANISM DEPARTMENT

The Assistant Secretary-treasurer presents Council who acknowledge receipt of the year end report from the Director of the Urbanism.

MONTHLY REPORT FROM THE COORDINATOR, RECREATION DEPARTMENT

The Assistant Secretary-treasurer presents Council who acknowledge receipt of the monthly report from the Coordinator, Recreation department for the month of December 2010 as well as the list of expenses authorized during the month of December 2010 as per the delegation of competency.

13.01.11 THANKS TO THE LIBRARY COORDINATOR

Considering Mrs. Audrey Gibeault presented her resignation as Coordinator for the municipal library;

Considering Mrs. Gibeault has held this position for thirteen years;

It is unanimously resolved by all Councillors:

That Council regretfully accepts Mrs. Gibeault's decision to leave the position of Coordinator of the municipal library as of next January 15th.

That Council thank Mrs. Gibeault for her great and loyal services.

14.01.11 NOMINATION OF THE LIBRARY COORDINATOR

Considering Mrs. Audrey Gibeault's resignation as coordinator of the municipal library as of January 15th, 2011;

It is proposed by Councillor Mona Wood
And unanimously resolved by all Councillors:

That Council name Mrs. Lois Andren to the position of coordinator of the Morin-Heights municipal library.

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15.01.11 HIRING – MAINTENANCE ATTENDANT FOR THE WELCOME CHALET AT THE AEROBIC CORRIDOR AND THE BELLEVUE CHALET

Considering the Municipality must ensure the maintenance of the welcome chalet at the aerobic corridor and Bellevue chalet during the winter season;

Considering the amounts are provided for in the Recreation department's operations budget;

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

That Council authorize the hiring of Mrs. Roberta Hurwitz as maintenance attendant for the welcome chalet at the aerobic corridor and Bellevue chalet for the winter season, from December 18th, 2010 to mid-March 2011 for a total of 9 hours/week at the hourly rate of \$ \$ 12.

16.01.11 HIRING – SUPERVISION OF THE SKATING RINK

Considering the report presented by the Coordinator, Recreation department dated January 5th, 2011;

Considering the hiring of two employees must be made pursuant to Mr. Gauvin-Ferron's decision not to take the position, as per resolution 257.12.10;

Considering the amounts are provided for in the Recreation department's operations budget

It is proposed by Councillor Mona Wood
And unanimously resolved by all Councillors:

That Council authorize the hiring of two employees for the supervision of the skating rink for the 2010-2011 winter at the conditions established in the job description attached herewith as follows:

| Name | Hourly rate | Hours/ week |
|---------------------|-------------|----------------|
| Kévin Lacroix-Gagné | \$ 10,75 | 24 |
| Kailin Hay | \$ 11,00 | 24 |

17.01.11 LIBRARY TOWER

Considering the Municipality invited contractors to present offers for the renovation of the tower at the library;

Considering the Municipality received two offers:

| Name | Amount (Inc. taxes) |
|---------------------------|------------------------|
| Construction Stewart | 53 593,05 \$ |
| Construction McVeigh Inc. | 19 618,59 \$ |

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

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That Council grant the contract to the lowest bidder, Construction McVeigh in the amount of \$ 19,618.59, including taxes.

That Council allocate to this work, the necessary amount from the free surplus.

18.01.11 2011 MORIN-HEIGHTS LOPPET

Considering that the Municipality established that it would be host of the Viking Loppet which will be held next February 27th ;

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 27th, 2011;

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.

19.01.11 GRANT REQUEST – CANADA DAY

Considering that the municipality will be holding festivities to celebrate Canada Day on Friday, July 1st, 2011;

It is proposed by Councillor Jean Dutil
And unanimously resolved by all Councillors:

That the Director general be authorized to present a request for financial assistance to the Minister, Heritage Canada, within the 'Le Canada en fête for the organization of Canada Day.

That the Director general be authorized to sign all required documents and do whatever is necessary.

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NEW BUSINESS

QUESTION PERIOD

Council answers questions asked by the public.

20.01.11 END OF THE MEETING

It is proposed by Councillor Claude P. Lemire
That the meeting end at 8:18 p.m.

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

Tim Watchorn
Mayor

Ginette Charette
Assistant Secretary-treasurer

Four people attended the meeting.