

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, October 12th, 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.

Director general Yves Desmarais, is present.

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

213.10.11 ADOPTION OF THE AGENDA

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

That Council adopt the agenda as presented by Director general with the addition of 9) New business: Speeding on Christieville road.

3		ADMINISTRATION
3	1	Approval of the minutes
3	2	Finances
3	2 1	Expense statement
3	2 2	Statement of financial activities to September 30th, 2011
3	2 3	Comparative statements to September 30th, 2011
3	2 4	Follow-up of the dossiers to October 5th, 2011
3	3	Correspondence
3	4	Personnel
3	4 1	Adoption of the Remuneration policy for non-unionized and management personnel
3	4 2	Establishment of non-unionized and management personnel classification regarding remuneration
3	4 3	Policy regarding work conditions for management, administrators and professionals
3	5	Resolution
3	5 1	Closing of files - Municipal court
3	5 2	Mandate - LABO SM Inc.
3	5 3	Public works permit - roadside maintenance and connections
3	6	Regulations
3	6 1	Notice of motion - By-law 490-2011 which amends by-law 448 regarding delegations
3	6 2	Adoption of by-law 489-2011 - Code of ethics and good conduct for elected representatives of the municipality
3	6 3	Notice of motion - By-law 491-2011 which decrees work to the drinking water network and pertinent work on Village road
4		PUBLIC SAFETY
4	1 1	Monthly report from the Director
4	2	Personnel
4	2 1	Hiring - firefighters
4	3	Resolution
4	4	Regulations

Municipality of Morin-Heights

5		PUBLIC WORKS
5	1	Monthly report from the Director
5	2	Personnel
5	2	1
5	3	Resolution
5	3	1 Règlement 443 - Lac Corbeil dam
5	4	Regulations
5	4	1
6		ENVIRONMENT & PARKS
6	1	Monthly report from the Director
6	2	Personnel
6	2	1 Adoption of the cross-country ski department's salary structure
6	2	2 Hiring of the cross-country ski personnel
6	2	3 Agreement - 2010 Fonds de la ruralité
6	2	4 Hiring - maintenance of trails
6	3	Resolution
6	3	1 Agreement - maintenance of cross-country ski equipment
6	3	2 Purchase of a brush cutter
6	3	3 Rental of a trailer for Basler park
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 - 127, Watchorn
7	3	2 Minor derogation - 465, Lac Echo
7	3	3 PIIA - 717, Village
7	3	4 PIIA - 820, Crescent
7	3	5 PIIA - 612, Village
7	3	6 Transaction - 646, Village
7	4	Regulations
8		RECREATION DEPARTMENT
8	1	1 Monthly report from the Coordinator
8	1	2 Minutes of the volunteer committee meeting
8	2	Personnel
8	2	1 Hiring - aerobic corridor manaer
8	3	Resolution
8	3	1 Halloween 2011
8	3	2 Road closure - Remembrance day
8	3	3 Figure skating program
8	3	4 Skating rink maintenance contract
8	4	2011-2012 tariffs - cross-country ski and snowshoe
9		New Business
10		Question period
11		End of the meeting

214.10.11 APPROVAL OF THE MINUTES

The minutes of the regular meeting of September 14th, 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 Claude P. Lemire
And unanimously resolved by all councillors:

That Council adopt the minutes of the regular meeting of September 14th, 2011.

Municipality of Morin-Heights

215.10.11 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of September 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.

September 1st to 30th, 2011	
Accounts to be paid	\$ 68,480.26
Accounts paid in advance	\$ 245,012.21
Total purchases	\$ 313,492.47
Direct bank payments for the month	\$ 13,250.66
Total expenses	\$ 326,743.13
Net salaries	\$ 74,734,16
<u>GRAND TOTAL</u>	<u>\$ 401,477.29</u>

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

STATEMENT OF FINANCIAL ACTIVITIES TO SEPTEMBER 30TH, 2011

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

COMPARATIVE STATEMENTS TO SEPTEMBER 30TH, 2011

The Director general presents Council who acknowledge receipt, of the comparative statements to September 30th, 2011.

FOLLOW-UP OF THE DOSSIERS TO OCTOBER 5TH, 2011

The Director general presents Council who acknowledge receipt, of the follow-up of dossiers to October 5th, 2011.

CORRESPONDENCE

The Director general reviews the correspondence for the month of September 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.

Municipality of Morin-Heights

Correspondence received

- 1 Musée du ski des Laurentides: invitation
- 2 SporTriple: thanks
- 3 MRC des Pays-d'en-Haut: analysis of general statement
- 4 Centraide: 2011 campaign
- 5 Immigration minister: Quebec week of intercultural meetings
- 6 CSSS des Pays-d'en-Haut: Morin-Heights external service center
- 7 A. Tofan: request for the installation of a streetlight
- 8 L. Duval: Bois du Ruisseau road
- 9 Municipality of Piedmont: Invitation
- 10 Cosy Corner Club: thanks
- 11 E. Knobloch: Sunset Hill road
- 12 MRC des Pays-d'en-Haut: RIDR
- 13 MRC des Pays-d'en-Haut: By-law 243-2011
- 14 P. Rose: day camp
- 15 D. Goupil: training
- 16 Fondation des maladies du coeur du Québec: request for donation
- 17 Hydro-Quebec: regional portrait
- 18 Cré Laurentides: letter for consultation

Correspondence sent

- A J. Lussier: request for signs
- B L. Joly: drivers' complaint
- C L. Liby: Bermax road
- D Letters to owners on Lac Corbeau
- E L. Langlois: request for signs
- F M. Forget: dog park
- G PIQM: form sent
- H R. Fyfe: request for repairs
- I Notice: repairs - Jackson road

**216.10.11 ADOPTION OF THE POLICY REGARDING
REMUNERATION FOR NON-UNIONIZED MANAGEMENT
AND PROFESSIONALS**

Considering the Policy regarding remuneration for non-unionized management and professionals applies to personnel managed by the Salary equity program;

Considering this policy results in the study prepared by Mr. Marcel Ménard, human resource consultant of the firm Prévost, Fortin & D'Aoust;

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

That Council adopt the "Remuneration policy for non-unionized and management personnel" dated today, forming an integral part hereof as if reproduced in its entirety.

**217.10.11 ESTABLISHMENT OF NON-UNIONIZED
MANAGEMENT AND PROFESSIONAL PERSONNEL
CLASSIFICATION REGARDING REMUNERATION**

Considering Council adopted the " Policy regarding remuneration for non-unionized management and professionals";

Considering this policy pertains to the Salary equity Act;

Considering the study prepared by Mr. Marcel Ménard, human resource consultant of the firm Prévost, Fortin & D'Aoust;

Municipality of Morin-Heights

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

That Council establish the classification of management and non-unionized personnel as per the classifications and echelon, as follows:

Classe salariale	pointage classe	titre poste	Titulaire	date embauche	Échelon	Date d'application
classe 1	450-499	inspecteur urbanisme	Karen Arredondo	10 mai 2010	2	10 mai 2011
classe 2	500-549					
classe 3	550-599	comptable	Michel Grenier	10 sept. 2009	3	1 janv. 2011
		directrice loisirs	Catherine Maillé	25 août 2008	1	12 juillet 2011
		contremaître travaux publics	Francis Pilon	16 juin 2008	7	1 janv. 2011
classe 4	600-649	directeur environnement et des Parcs	James Jackson	1 août 2002	9	1 janv. 2011
classe 5	650-699	directrice services administratifs	Ginette Charrette	5 mars 2001	9	1 janv. 2011
		directeur incendie et 1er répondant	Charles Bernard	13 déc. 2007	6	1 janv. 2011
		directeur urbanisme	Éric L'Heureux	30 avr. 2001	9	1 janv. 2011
classe 6	700-749					
classe 7	750-799	directeur travaux publics	Alain Bérubé	20 mai 2003	9	1 janv. 2011

**218.10.11 POLICY REGARDING WORK CONDITIONS FOR
MANAGEMENT AND NON-UNIONIZED PROFESSIONALS**

Considering the Policy regarding management personnel's remuneration has been in effect since 1999;

Considering this policy must be updated;

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

That Council approve the proposed update dated today, attached herewith forming an integral part hereof and modifies the name of the policy to Policy regarding work conditions for management and non-unionized professionals.

219.10.11 CLOSING OF FILES - MUNICIPAL COURT

Considering there is a need to authorize the court clerk at the Town of Sainte-Adèle municipal court in order to proceed with the closing of unpaid dossiers and for administrative motives;

Considering the correspondence received from the court clerk at the Town of Sainte-Adèle's municipal court dated September 12th, 2011;

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

Municipality of Morin-Heights

That Council authorize the court clerk at the municipal court of Sainte-Adèle to proceed with the closing of the Municipality's unpaid dossiers for the following administrative reasons.

- defendant unable to be found for 4 years, following searches made with by different methods;
- dossiers which were abandoned, refused prescribed by the general prosecutor for the issuance of a prison sentence as per Article 366, C.p.p.;
- when every measure as stipulated in the criminal code procedures have been used;
- when it has been 10 years since the judgment date (see article 2924 C.C.Q.);
- when the defendant's birth date is not on file;
- when the defendant lives outside of Quebec;
- when the defendant has been extradited or is deceased
- when the defendant is a business and has been removed from CIDREQ for 1 year or more or is bankrupt

220.10.11 MANDATE - LABO SM INC.

Considering Groupe SM Inc. has been given the engineering mandate for the project for repairs to the drinking water conduit on Village road;

Considering the offer of services for the geotechnical study presented on October 4th which is attached herewith;

Considering this study was done as per draft by-law 491-2011;

Considering the preparation work must be done before the end of the paving period;

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

That Council grant the mandate for the geotechnical study on Village road to LABO SM INC. at the price of \$ 19,850, before taxes.

221.10.11 PUBLIC WORKS PERMIT - ROADSIDE MAINTENANCE AND CONNECTIONS

Considering the Municipality must undertake work on roadsides on which the maintenance is being done by the Minister of transport;

Considering the Municipality must obtain a public works permit from the Minister of transport in order to intervene on roads that are maintained by the Minister;

Considering the Municipality is responsible for work that it undertakes;

Considering the Municipality agrees to respect the clauses of the public works permit issued by the Minister of transport;

Considering the Municipality agrees to return the roads infrastructures to its original state;

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

Municipality of Morin-Heights

That the Municipality ask the Minister of transport to grant the required permit for roadwork;

That Council authorize the Director general, Mr. Yves Desmarais, to sign the roadwork permit for all work.

That the Municipality agree to respect the clauses regarding roadwork permits.

That the Municipality agree to ask for the required permit, each time it is required.

A.M. 16.10.11 NOTICE OF MOTION BY-LAW 490-2011 WHICH AMENDS BY-LAW 448 REGARDING DELEGATIONS

Notice is given by councillor Jean Dutil that by-law 490-2011 amends by-law 448 regarding delegations will be presented at a future council meeting.

The draft by-law having been given to Council, the Director general is exempt from its reading.

222.10.11 ADOPTION OF BY-LAW 489-2011 - CODE OF ETHICS AND GOOD CONDUCT FOR ELECTED REPRESENTATIVES OF THE MUNICIPALITY

Considering a public notice was published in accordance to the Municipal ethics and good conduct Act, .R.Q., e-15.1.0.1;

It is proposed by councillor Jean Dutil
And unanimously resolved:

That by-law 489-2011 be adopted as follows:

BY-LAW 489-2011 CODE OF ETHICS AND GOOD CONDUCT FOR ELECTED REPRESENTATIVES OF THE MUNICIPALITY

WHEREAS Council must adopt a code of ethics and good conduct for the elected representatives of the Municipality as per the **Municipal ethics and good conduct Act** L.R.Q.,E-15.1.0.1

WHEREAS as per the provisions of this Act, every Municipality must adopt a code of ethics and conduct for elected municipal representatives in order to set out the main ethical values of the municipality and the rules of conduct that must be observed by elected municipal officers, to adopt a code of ethics and determine the applicable mechanisms and regulations.

WHEREAS the municipality and municipal organizations' main values are included in this Code of ethics and good conduct, as follows:

- 1° integrity of the members of every council of the municipality;
- 2° the honour attached to the office of every council of the municipality;
- 3° prudence in the pursuit of the public interest;
- 4° the respect to be shown to the other council members, to the employees of the municipality and to its citizens;

Municipality of Morin-Heights

5° loyalty towards the municipality;
6° search for equity.

WHEREAS the values listed in the Code of ethics and good conduct must guide the conduct of individuals in their understanding of the rules of conduct that apply to them.

WHEREAS the regulations stipulated in the Code of ethics and good conduct, in particular, aim to prevent:

1° any situation when the personal interests of a council member may influence his independence in judgment while exercising his functions;

2° any situation which could be contrary to sections 304 and 361 of the Act respecting elections and referendums in municipalities (L.R.Q., chapter E-2.2);

3° favouritism, embezzlement, breach of trust or other misconduct.

WHEREAS a notice of motion of the present by-law was given at the regular meeting held on September 14th, 2011 by Councillor Jean Dutil;

WHEREAS a draft by-law was adopted by resolution 191.09.11 at the meeting of September 14th, 2011.

THAT THE FOLLOWING BE STATUED AND ORDAINED BY THE PRESENT BY-LAW:

ARTICLE 1 INTERPRETATION

The preamble forms an integral part of the present by-law.

ARTICLE 2 INTERPRETATION

Every word used in the present code preserve their usual meaning, with the exception of the words and expressions defined as follows:

« Advantage » :

Includes any gift, donation, favour, reward, service, commission, gratification, hospitality, remuneration, retribution, gain, indemnity, privilege, preference, compensation, benefit, profit, advance, loan, reduction, discount, or any other useful or profitable thing of this nature or promise of such an advantage.

« Personal interest » :

Interest of a concerned person, either directly or indirectly, pecuniary or not, real, apparent or potential. It is distinct, without necessarily being exclusive, from the public in general or may be perceived as such by a reasonably informed person. Is excluded from this notion is in the event that personal interest consists of remunerations, allowances, expense reimbursements, social benefits or other work conditions relating to the concerned person's functions within the municipality or municipal organization.

« Interest of a close relative » :

The interest of the concerned person's spouse, child, ascendants or the interest of a company, society, cooperative or association with whom a business relationship is maintained. It can be direct or indirect, pecuniary or not, real, apparent or potential. It is distinct, without necessarily being exclusive, from the public in general or may be perceived as such by a reasonably informed person.

Municipality of Morin-Heights

« Municipal organization » :

1. an organization that the Law declares mandatory or agent of the Municipality;
2. an organization that Council is mostly comprised of a municipality's council members;
3. an organization whose budget is adopted by the Municipality or for which financing is ensured by them for more than half;
4. a council, a commission or a committee formed by the Municipality in charge of examining and studying a question which is submitted by Council;
5. a business, corporation, society or association at which a person is designated or recommended by the Municipality to represent its interests.

ARTICLE 3 SCOPE OF APPLICATION

The present code applies to each of the Municipality's council members.

ARTICLE 4 CONFLICT OF INTEREST

Every person must avoid putting themselves in a position of being susceptible of having to make a choice between, on one hand, his personal interest or that of a close relative and, on the other hand, that of the Municipality or municipal organization.

If applicable, such situations must be made public and the participation in such discussions and deliberations on these subjects must be avoided.

Without limiting the general points above, it is prohibited for anyone to act, attempt to act or fail to act favourably, while exercising its functions, its personal interests or, wrongfully, those of any other person.

It is equally prohibited for any person to take advantage of his functions to influence or attempt to influence another person's decision in such a way as to favour his personal interests or, wrongfully, those of any other person.

ARTICLE 5 ADVANTAGES

It is prohibited for any person to:

- accept, receive, provoke or solicit any advantage for himself or for another person in exchange for taking a position regarding a matter that may be brought before a council, a committee or a commission on which the council member sits;
- accept hospitality or other benefit, whatever its value, that may impair his or her independence or judgment in carrying out the duties of office or that may compromise his or her integrity.

A person that accepts any benefit of fifty (50\$) and more but cannot exceed \$ 250 which is not purely private in nature or specified in paragraph 2 must, within 30 days of receipt, provide a written declaration to the Municipality's Secretary-treasurer including an adequate description of this benefit, the donor's name and the circumstances of its receipt.

ARTICLE 6 DISCRETION AND CONFIDENTIALITY

It is prohibited for anyone, either during his term or after, to use, contact or attempt to use or disclose information obtained while carrying out his duties, which are not generally available to the public so as to further his or her private interests or those of another person.

Municipality of Morin-Heights

ARTICLE 7 USE OF THE MUNICIPALITY'S RESOURCES

It is prohibited for anyone to use or allow the use of the Municipality's resources, goods or services or municipal organizations for personal means or for reasons other than for activities related to carrying out his duties.

ARTICLE 8 RESPECT OF DECISIONAL PROCESS

Every person must respect the laws, policies and norms (by-laws and resolutions) of the Municipality and municipal organizations relating to the decision making process.

ARTICLE 9 OBLIGATION FOR LOYALTY AFTER MANDATE

Every person must act with loyalty towards the Municipality pursuant to the end of his mandate in the respect of provisions of the Law. It is prohibited to use or divulge confidential information which was acquired while exercising his functions.

Without limiting the overviews above, it is prohibited for any person to, within 12 months following the end of the mandate, occupy a administrative position or manage a moral person, employment any other function so as to obtain for himself or any other person undue benefit from his prior office as council member.

ARTICLE 10 SANCTIONS

In accordance to Articles 7 and 31 of the Municipal Ethics and good conduct Act (2010, c. 27) :

« A violation of a code of ethics and conduct by a Municipality's council member may entail the imposition of the following sanctions:

1° a reprimand;

2° the delivery to the Municipality, within 30 days after the decision of the Quebec municipal Commission:

a) a donation, hospitality or benefit received or their value;

b) of any profit made in violation of a rule set out in the code;

3° the reimbursement of the remuneration, allowance or other sums received as member of a council, a committee or commission of the Municipality or member of a body while the violation of the code continued;

4° the suspension of a council member for a period of up to 90 days, this suspension cannot exceed the expiry of his term.

When suspended, a council member may not sit on any council, committee or commission of the municipality or on any other body in his capacity as council member, nor receive any remuneration, allowance or any other sum from the Municipality or such a body. »

ARTICLE 11

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

Tim Watchorn
Mayor

Yves Desmarais
Director general
Secretary-treasurer

Municipality of Morin-Heights

A.M. 17.10.11 NOTICE OF MOTION BY-LAW 491-2011 WHICH DECREES WORK TO THE DRINKING WATER NETWORK AND PERTINENT WORK ON VILLAGE ROAD

Notice is given by councillor Jean-Pierre Dorais that by-law 491-2011 which decrees work to the drinking water network and pertinent work on Village road for the amount of 2 million and a loan in order to do so of the same amount partially paid by the amount of \$ 1 014,349 allocated to the Municipality within the gasoline tax program and Quebec's contribution will be presented at a future council meeting. The loan will be amortized over a period of 15 years and paid at 60% by a special tax on the evaluation levied to property owners benefitting from the Village network and at 40% by the entirety of the municipality's taxable properties.

The draft by-law having been given to Council, the Director general is exempt from its reading.

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 September 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 August 2011.

223.10.11 HIRING - FIREFIGHTERS

Considering that the Morin-Heights Fire Safety Department is made up by volunteer firefighters and that the credit pertaining to the remuneration are consequently provided for in the budget;

Considering there is a need to increase the number of firefighters in order to meet the requirements of the Schéma de couverture de risque;

Considering that the Director, Fire Safety Department recommends to Council, the hiring of four part-time firefighters in order to complete the team;

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

That Council authorize the hiring of Mr. Paul Daniels, Anthony Solazzo, Alex Mélançon et Alexandre Bonnier as volunteer firefighters at the conditions applicable to the personnel of the Fire Safety Department.

That this individual be submitted to a trial period of three months and to a probation period of twelve months.

Municipality of Morin-Heights

**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 September as well as the list of expenses authorized during the month as per the delegation of competency, by-law 351.

224.10.11 BY-LAW 443 - LAC CORBEIL DAM

Considering by-law 443 was closed even though certain invoices remained unpaid leaving an available balance on the closed borrowing by-law;

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

That Council allocate the available balance on closed by-law 443, the amounts necessary to pay for the professional fees with regards to the work on the dam.

That Council allocate the amount of \$ 1,063.24 from the available fund on the closed by-law in order to balance the payment in capital and interest for 2010 and 2011.

**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 September.

**225.10.11 ADOPTION OF THE CROSS-COUNTRY SKI
DEPARTMENT'S SALARY STRUCTURE**

The Director general presents Council with a draft cross-country and snowshoe employee remuneration policy;

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

That Council adopt the Cross-country and snowshoe employee remuneration policy dated this day, which is attached herewith forming an integral part hereof.

Municipality of Morin-Heights

226.10.11 HIRING OF CROSS-COUNTRY PERSONNEL

Considering the report prepared by the Director, Environment and parks department dated September 30th, 2011;

Considering that the amounts are provided for in the cross-country ski and snowshoe operations budget;

Considering *the Cross-country and snowshoe employees remuneration policy* and job descriptions are attached herewith forming an integral part hereof;

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

That Council authorize the hiring of two employees for the maintenance of the cross-country ski trails for the 2011-2012 winter as of October 12th at the conditions established in the *Cross-country and snowshoe employees remuneration policy* and the job description:

Employee	Title
Rick Nesbitt	Trail maintenance supervisor
Regan Moran	Trail maintenance worker

227.10.11 AGREEMENT - 2010 FONDS DE LA RURALITÉ

Considering the report presented by the Director of the Environment and parks department dated September 30th, 2011;

Considering the signs and trail design work are being done in order to complete the cross-country and snowshoe trail network within the project established for the 2010 Fonds de la ruralité;

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

That Council authorize the conclusion of an agreement, for a maximum amount of \$ 2,000 with Mr. Chris Schlacter, as per the terms of the draft attached herewith forming an integral part hereof.

That the Director general be authorized to sign the contract and make the necessary payments as per the agreement.

228.10.11 AGREEMENT - MAINTENANCE OF CROSS-COUNTRY SKI EQUIPMENT

Considering Mr. Nick McCullough’s offer to ensure the regular maintenance of the equipment used for the maintenance of the cross-country ski trails;

Considering the credits are provided for in the operations budget of the Morin-Heights cross-country ski network;

Municipality of Morin-Heights

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

That Council authorize the Director general to sign for and in the name of the Municipality, the contract for the maintenance of equipment and their storage for the 2011-2012 winter with Mr. Nick McCullough for the amount of \$ 5,200 as described in the report prepared by the Director, Environment and parks department dated September 30th, 2011 which is attached herewith forming an integral part hereof.

229.10.11 PURCHASE OF A BRUSH CUTTER

Considering it would be beneficial to purchase a brush cutter in order to ensure the maintenance of the cross-country ski network;

Considering the report prepared by the Director, Environment and parks department dated September 30th, 2011;

Considering the budgetary evaluation is \$ 3,400 for the purchase of the equipment;

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

That Council authorize the purchase of a 20 hp brush cutter and an expense of \$ 3,400 plus the applicable taxes.

230.10.11 RENTAL OF A TRAILER FOR BASLER PARK

Considering Basler park is being used during the cross-country ski season as a base for skiers as well as for the Loppet;

Considering there is a need to rent a trailer for the season;

Considering the proposal provided by Atco structure and logistics, which is attached herewith;

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

That Council authorize the rental of a trailer for the period of December 1st, 2011 to April 1st, 2012, for an expense not exceeding \$ 4,700.

That the Director general be authorized to sign the contract and make the payments as per the agreement.

MONTHLY REPORT FROM THE DIRECTOR, URBANISM DEPARTMENT

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

Municipality of Morin-Heights

231.10.11 MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING

The Director General presents the minutes of the Planning Advisory committee meeting of September 20th, 2011;

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

That Council accept the minutes of the meeting of September 20th, 2011 which is attached herewith forming an integral part hereof.

232.10.11 MINOR DEROGATION - 127, WATCHORN

- The president of the assembly opens the consultation meeting regarding the minor derogation at 8:14 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 September 22nd, 2011 to be heard in this dossier.

Considering Council has received a request for minor derogation aimed at modifying a provision of Zoning by-law 416 in order to build an extension on the side of the yard on lot 3 736 304, cadastre of Quebec;

Considering the request is aimed at the property located at 127, Watchorn, within zone 43;

Considering this request was studied by the Planning Advisory committee who do not recommend to Council the approval of the derogation by resolution 37.09.11;

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

Considering this property is owned by the Canadian Legion which is a non-profit organization;

Considering the Legion's implication within the community;

Considering this property is located within an Architectural development and integration zone and the prepared plans prepared by a professional must be submitted in order to study the construction permit request.

Consequently,

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

That Council grant the minor derogation as presented by the requestor, specifically to reduce the from 7,5 m to 2,0 m, the side setback for the proposed extension, as shown on the projected development plan prepared by surveyor Richard Barry, minutes 5055.

That this derogation is conditional to the wall located in the lateral set-back not having an opening and that all grids and ventilation equipment be directed towards the roof or another wall.

Municipality of Morin-Heights

233.10.11 MINOR DEROGATION - 465, LAC ÉCHO

- The president of the assembly opens the consultation meeting regarding the minor derogation at 8:20 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 September 22nd, 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 build an extension in the front yard on lot 3 206 327, cadastre of Quebec;

Considering the request is aimed at the property located at 465, Lac Echo road, within zone 17;

Considering this request was studied by the Planning Advisory committee who recommend to Council the approval of the derogation by resolution 36.09.11;

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 front setback for the proposed addition from 7.5 meters to 6.5 meters and increase the encroachment into the front setback for a porch and stairs to 3.0 meters, as shown on the projected extension plan prepared by architect Patrice Germain, dated September 13th, 2011.

234.10.11 PIIA - 717, VILLAGE

Considering the Urbanism Department has received a request for a permit regarding the replacement of Ultramar's existing marquee for the commercial building at 717, Village road, within zone 45;

Considering this property is submitted to the Site Planning and Architectural Integration Program;

Considering this request was studied by the Planning Advisory Committee and that the Committee is favourable to the application submitted by resolution 39.09.11;

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

That Council recognize the Planning Advisory Committee's recommendations and authorize the Building inspector to issue the construction permit for the building located at 717, Village road.

Municipality of Morin-Heights

235.10.11 PIIA - 820, CRESCENT

Considering the Urbanism Department has received a request for a permit regarding the extension of the existing building and the extension of the covered gallery for the building at 820, Crescent, within zone 40;

Considering this property is submitted to the Site Planning and Architectural Integration Program;

Considering this request was studied by the Planning Advisory Committee and that the Committee is favourable to the application submitted by resolution 38.09.11;

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

That Council recognize the Planning Advisory Committee's recommendations and authorize the Building inspector to issue the construction permit for the building located at 820, Crescent.

236.10.11 PIIA - 612, VILLAGE

Considering that, pursuant to Council's approval of the initial project, as per resolution 178.08.11, the Urbanism Department has received a request to modify and reduce the project in order to build the building in its entirety instead of in two phases, for the property located at 612, Village, within zone 47;

Considering this property is submitted to the Site Planning and Architectural Integration Program;

Considering this request was studied by the Planning Advisory Committee and that the Committee is favourable to the application submitted by resolution 40.09.11;

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

That Council recognize the Planning Advisory Committee's recommendations and authorize the Building inspector to issue the construction permit for the building located at 612, Village.

237.10.11 TRANSACTION - 646, VILLAGE

Considering the Municipality has undertaken procedures aimed at making the property owner at 646, Village to comply with municipal regulations;

Considering an agreement has been made;

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

That Council ratify the transaction dated October 5th, 2011 which is attached herewith forming an integral part hereof.

Municipality of Morin-Heights

**MONTHLY REPORT FROM THE COORDINATOR,
RECREATION DEPARTMENT**

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

238.10.11 HIRING - AEROBIC CORRIDOR MANAGER

Considering the Municipality manages the cross-country ski network and the aerobic corridor;

Considering the Cross-country and snowshoe employee remuneration policy and the job descriptions which are attached herewith forming an integral part hereof;

Considering these credits are available in the 2011-2012 operations budget;

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

That Council authorize the hiring of the Mrs. Rachelle Stringer to the position of Manager at the conditions established by the Cross-country and snowshoe employee remuneration policy and the job description.

239.10.11 HALLOWEEN 2011

Considering the report prepared by the Coordinator, Recreation department dated September 30th, 2011;

Considering Council intends to close Village road in order for the youth to celebrate Halloween;

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

That Council ask the Quebec Minister of transport for the authorization to close Village road between 5:00 p.m. and 8:00 p.m. on Monday, October 31st, 2011.

That Council ask for the Sûreté du Québec's assistance in order to close Village road between Watchorn road and Route 364 and ensure the children's safety during the Halloween festivities.

240.10.11 ROAD CLOSURE - REMEMBRANCE DAY

Considering Council has received a request from the Royal Canadian Legion for the closing of Village road during the parade which will be held on Saturday, November 5th, 2011 at 10:45 a.m.;

Considering the Royal Canadian Legion is responsible for asking for the Minister of transport's authorization as well as the Sûreté du Québec's assistance.

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

Municipality of Morin-Heights

That Council support the Royal Canadian Legion in its steps for the holding of this annual celebration.

241.10.11 FIGURE SKATING PROGRAM

Considering the report prepared by the Coordinator, Recreation department dated September 30th, 2011;

Considering this program is self-financed;

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

That Council approve the self-financed figure skating program as per the Coordinator, Recreation department's request which is attached herewith forming an integral part hereof;

That Council authorize the Director general to sign an agreement for the maximum amount of \$ 960 with Mrs. Mijanou Dubuc.

242.10.11 SKATING RINK MAINTENANCE CONTRACT

Considering the contract prepared by the Coordinator, Recreation department;

Considering that Council grant the contract for the preparation and maintenance of the skating rinks for the 2011-2012 winter and approve the terms;

Considering that the credits are provided for in the current budget;

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

That Council approve the terms of the contract for the preparation and maintenance of the skating rinks which is attached herewith forming an integral part hereof for the 2011-2012 winter for the amount of \$ 8,400.

That the Director general be authorised to sign the contract with Mr. Daniel Corbeil.

That the Director general be authorized to make the payments as per the agreement.

243.10.11 2011-2012 TARIFFS - CROSS-COUNTRY SKI AND SNOWSHOE

Considering the Directors of the cross-country ski and snowshoe services recommend that Council preserve the present tariff structure for the network for the 2011-2012 winter;

Considering the resident tariff applies to all residents of the MRC and gives access to the Morin-Heights network, the Viking Club and the Petit train du Nord;

Municipality of Morin-Heights

Considering the network card gives access to eight other cross-country ski networks in Quebec;

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

That Council approve the rates, including taxes, for the sale of the cross-country ski and snowshoe passes as follows:

<u>Cross-country & snowshoe</u> SEASONS PASSES	PASSES		Carte Réseau Option
	Pays d'en Haut Residents	Non residents	
Adult	70\$	90\$	25\$
Children 17 years and under	free	free	25\$
Transferable Commercial pass	100\$		
V.I.P. Landowners*	N/A	N/A	25\$
Student** (18 to 22 years) & Senior (over 65 years)	50\$	70\$	25\$
XC SKI DAY TICKETS:	Per person		
Weekend & holiday periods	10\$		
Weekday	8\$		
Children** (17 years and under)	FREE		
GROUP RATES:			
Adult Groups *** (10 +)Booked in advance Weekends and holidays -Weekdays-	8\$ 7\$		
School & club rates*** (High school & grade school aged youth) Booked in advance (10 +) weekends and holidays - Weekdays- 1 Accompanier free : 8 students	4\$ 3\$		
OTHER SERVICES			
Trail map	2\$		
Photos	5 \$		
Replacement of lost pass (1 time only)	15\$		
Pass to allow Viking ski club members to park at the aerobic corridor and Bellevue	35 \$		

Municipality of Morin-Heights

SNOWSHOE SEASONS PASSES	PASSES	
	M.H. Residents**	Non residents
Adult (18 and over)	30\$	40\$
Students (13-17) & Seniors (65+)	15\$	20\$
Commercial transferable pass	50 \$	
Children (12 and under)	free	free
V.I.P. Landowners*	free	N/A

DAY TICKETS:	Per person/day
Adults (13 and older)	7\$
Children (12 and under)**	Free
GROUPS*** - booked in advance (minimum 10 people)	Per person/day
Adults (18 and over)	6\$
Students/ Seniors (6 to 17 & 65 +) 1 Accompanier free: 8 youth	5\$

That Council authorize a pre-season rebate (\$5) sale at the aerobic corridor, on November 26 and 27 only.

NEW BUSINESS

QUESTION PERIOD

Council answers questions asked by the public.

244.10.11 END OF THE MEETING

The agenda having been exhausted;

It is proposed by Councillor Claude P. Lemire that the meeting ends at 8:48 p.m.

I have approved each and every resolution in these minutes

Timothy Watchorn
Mayor

Yves Desmarais
Director general and Secretary-treasurer

Ten people attended the meeting.