

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 meeting of the Municipal council of Morin-Heights, held at the Council Room, 567, Village, on Wednesday, July 11th, 2018 at which were present:

Councillor Peter MacLaurin
Councillor Louise Cossette
Councillor Claude P. Lemire
Councillor Leigh MacLeod
Councillor Jean Dutil
Councillor Jean-Pierre Dorais

forming quorum under the chairmanship of Mayor Timothy Watchorn.

The Director general, Yves Desmarais, is present.

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

169.07.18 ADOPTION OF THE AGENDA

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

That Council adopt the agenda as presented by Director general.

AGENDA

- | | | |
|---|---|--|
| 1 | | Opening of the council meeting |
| 2 | | Adoption of the agenda |
| 3 | | Administration |
| 3 | 1 | 1 Approval of the minutes |
| 3 | 1 | 2 |
| 3 | 2 | Finances |
| 3 | 2 | 1 Expense statement |
| 3 | 2 | 2 Statement of financial activities to June 30 th , 2018 |
| 3 | 2 | 3 |
| 3 | 3 | Correspondence |
| 3 | 4 | Personnel |
| 3 | 4 | 1 |
| 3 | 5 | Resolution |
| 3 | 5 | 1 Streetlight on Lac-Théodore road – pole 2WPZVM |
| 3 | 5 | 2 Support for the declaration of competency of the MRC des Pays-d'en-Haut regarding the construction and operation of a sports complex |
| 3 | 6 | Regulations |
| 3 | 6 | 1 Notice of motion and presentation of draft by-law 556-2018 regarding lighting on Augusta and Balmoral roads |
| 3 | 6 | 2 Adoption of by-law 555-2018 which modifies the Code of ethics and good conduct for employees of the Municipality of Morin-Heights adopted by by-laws 496-2012 / 545-2016 |

Municipality of Morin-Heights

4			PUBLIC SAFETY
4	1	1	Monthly report from the Director
4	1	2	SQ activity report
4	1	3	
4	2		Personnel
4	2	1	
4	3		Resolution
4	3	1	Interservice radio safety
4	4		Regulations
4	4	1	
5			PUBLIC WORKS
5	1		Monthly report from the Director
5	3		Resolution
5	3	1	MTQ – Paving on Route 364
5	4		Personnel
5	4	1	Agreement – mechanic position
5	4	2	Hiring – mechanic
5	4	3	Canada post
5	4	4	Notice – Construction TRB Inc. – Village road
5	5		Regulations
5	5	1	
6			URBANISM, ENVIRONMENT AND LAND DEVELOPMENT PLANNING
6	1		Report from the Director, Urbanism department
6	1	2	
6	3		Resolution
6	3	1	Municipalisation and acquisition of roads in Domaine Haute Provence – modification of resolution 317.11.16
6	4		Personnel
6	4	1	
6	5		Regulations
6	5	1	Notice of motion – By-law 557-2018 which modifies Zoning by-law 416 regarding authorized usages in zone 33
6	5	2	Adoption of first draft by-law 557-2018 which modifies Zoning by-law regarding authorized usages in zone 33
6	5	3	Notice of motion – By-law 558-2018 which modifies Zoning by-law 416 in order to create zone 33.1 from part of zone 33 to authorize certain residential usage
6	5	4	Adoption of first draft by-law 558-2018 which modifies Zoning by-law 416 in order to create zone 33.1 from part of zone 33 to authorize certain residential usage
7			RECREATION, OUTDOOR NETWORK AND COMMUNITY SERVICES
7	1	1	Report from the Director
7	1	2	Report from the Director, parks outdoor network
7	2		Personnel
7	2	1	Creation of an outdoor network coordinator position
7	2	2	Parks and trails planning consultant
7	3		Resolution
7	3	1	Congratulations – Canada Day organizing committee
7	3	2	Journées de la culture
7	3	3	Purchase of a line tracer
7	3	4	Financial assistance
8			New Business
9			Question period
10			End of the meeting

170.07.18 APPROVAL OF THE MINUTES

The minutes of the regular meeting of June 13th, 2018 were given to Council members, by means of the electronic assembly file folder.

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

That Council adopt the minutes of the regular meeting of June 13th, 2018.

Municipality of Morin-Heights

171.07.18 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of June 2018 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.

Councillor Claude P. Lemire studied the dossiers.

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.

Expense statements from June 1st to 30th, 2018	
Accounts to be paid	\$ 156,449.44
Accounts paid in advance	\$ 916,674.25
Total purchases	\$ 1 073,123.69
Direct bank payments for the month	\$ 13,448.34
Total expenses	\$ 1 086,572.03
Net salaries	\$ 175,760.28
GRAND TOTAL (to June 30th, 2018)	\$ 1 262,332.31

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

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

172.07.18 STATEMENT OF FINANCIAL ACTIVITIES TO JUNE 30th, 2018

The Director general presents Council who acknowledges receipt of the statement of financial activities to June 30th, 2018.

CORRESPONDENCE

Council acknowledges receipt of the letters presented to its members for the month of June 2018 by means of the electronic assembly. The Director General will take action and follow up, if necessary.

173.07.18 STREETLIGHT ON LAC-THÉODORE ROAD, POLE 2WPZVM

Considering the Municipality has received a request for lighting on chemin du Lac-Théodore;

Considering the requested streetlight will be located in a sharp bend;

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

That Council authorize the addition of a streetlight on a bracket on pole 2WPZVM located on chemin du Lac-Théodore.

Municipality of Morin-Heights

174.07.18 SUPPORT FOR THE DECLARATION OF COMPETENCY OF THE MRC DES PAYS-D'EN-HAUT REGARDING THE CONSTRUCTION AND OPERATION OF A SPORTS COMPLEX

Considering resolution number CM-165-06-18 adopted at the time of the MRC des Pays-d'en-Haut's council meeting held on June 12th, 2018 announcing its intention to declare its competency regarding local municipalities pertaining to the construction and operation of a sports complex;

Considering the MRC will declare its competency by by-law at the time of its meeting of September 18th, 2018;

Considering the sports complex project will be beneficial to the entire population of the MRC;

Considering the MRC's exercise regarding the construction and operating competency of a sports complex does not contravene to the Municipality of Morin-Heights future projects in the recreation field;

Consequently,

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

That the Municipality of Morin-Heights Council give its consent to the MRC's declaration of competency regarding the construction and operation of a sports complex.

That the present resolution be forwarded to the MRC.

A.M. 05.07.18 NOTICE OF MOTION AND PRESENTATION OF DRAFT BY-LAW 556-2018 REGARDING LIGHTING ON AUGUSTA, BALMORAL AND GLEN ABBEY ROADS

Notice of motion is given by Councillor Peter MacLaurin that by-law 556-2018 regarding lighting on Augusta, Balmoral and Glen Abbey roads will be presented at a future council meeting.

This by-law authorizes an expense of \$ 57,900 and a loan in order to do so in the order to do so amortized over a period of 10 years to be reimbursed by the 82 concerned property owners.

Draft by-law 556-2018 regarding lighting on Augusta, Balmoral and Glen Abbey roads is presented to Council forthwith.

175.07.18 ADOPTION OF BY-LAW 555-2018 WHICH MODIFIES THE CODE OF ETHICS AND GOOD CONDUCT FOR THE EMPLOYEES OF THE MUNICIPALITY OF MORIN-HEIGHTS ADOPTED BY BY-LAWS 496-2012 / 545-2016

The Director General gives a summary of the by-law.

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

Municipality of Morin-Heights

That council adopt By-law 555-2018 which modifies the code of ethics and good conduct for the employees of the Municipality of Morin-Heights adopted by by-laws 496-2012 / 545-2016 as follows:

By-law 555-2018 which modifies the code of ethics and good conduct for the employees of the Municipality of Morin-Heights adopted by by-laws 496-2012 / 545-2016

Whereas Council adopted a Code of ethics and good conduct for employees of the Municipality of Morin-Heights as per the Municipal ethics and good conduct Act, R.L.R.Q., E-15.1.0.1;

Whereas Article 16.1 of the Municipal Code of ethics and good conduct Act was modified pursuant to the adoption of draft by-law 155, Law modifying the various legislative provisions regarding municipal field and the Société d'habitation du Québec;

Whereas that henceforth, the Code of ethics for municipal employees must include the restriction stipulated in paragraph 7° of the first paragraph of Article 6 and plan for it to apply, when necessary, to the following municipal employees :

- 1° the director general and his assistant;
- 2° the secretary-treasurer and his assistant;
- 3° the treasurer and his assistant;
- 4° the registrar and his assistant;
- 5° any other employee designated by the Municipality's council.

Whereas the notice of the present by-law was given at the regular council meeting of June 13th, 2018 by Councillor Claude P. Lemire;

Whereas the draft by-law was adopted by resolution AM 04.06.18 at the meeting of June 13th, 2018;

Whereas the employees have been informed of the modification;

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

ARTICLE 1 PREAMBLE

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

ARTICLE 2

By-law 496-2012 is modified with the addition of Article 11.1 which reads as follows:

ARTICLE 11.1 OBLIGATION FOR LOYALTY AFTER MANDATE

Each person must act with loyalty towards the Municipality pursuant to the end of his mandate while respecting the provisions of the Law. It is prohibited for him to use or divulge confidential information which he has been made aware of while employed.

Without restricting the generality with what is noted above, it is prohibited for anyone, within 12 months after the end of his mandate, to occupy an administrative position or manager of a legal entity, an employment or any other function in which this person or any other person may improperly benefit from his previous functions at a municipal employee.

Municipality of Morin-Heights

This restriction applies to the Director general and his assistant, Secretary-treasurer and his assistant, treasurer and his assistant and registrar and his assistants.

ARTICLE 3

The present by-law enters into effect as per the Law.

Timothy Watchorn
Mayor

Yves Desmarais
Director general /
Secretary-treasurer

176.07.18 MONTHLY REPORT FROM THE DIRECTOR

The Director general presents council who acknowledge receipt of the monthly report for the month of June from the Director, Fire department, the list of authorized expenses for the month as per competency delegation by-law 351.

177.07.18 SQ ACTIVITY REPORT

The Assistant Secretary-treasurer presents council who acknowledge receipt of the Sûreté du Québec's June 2018 report.

178.07.18 INTERSERVICE RADIO SAFETY

Whereas our Fire department's firefighters must intervene by lending assistance to other municipalities;

Whereas for their own safety, communication is of highest importance;

Whereas the Fire departments do not all have the same communications system but there exists equipment allowing for the compatibility of these systems;

Whereas the Town of Sainte-Adèle is the only one that does not have this equipment, specifically a vehicular transponder for VHF-UHF frequencies;

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

That this request be made to the Town of Sainte-Adèle to put a vehicular transponder for VHF-UHF into place in order to ensure our firefighters safety at the time of interventions on their territory, as soon as possible.

That a copy of this resolution be forwarded to the surrounding municipalities and the MRC des Pays-d'en-Haut's fire safety center.

Municipality of Morin-Heights

**179.07.18 MONTHLY REPORT FROM THE DIRECTOR,
SERVICE DES TRAVAUX PUBLICS**

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

180.07.18 MTQ – PAVING OF ROUTE 364

Considering the paving work done on Route 364 near Domaine des Bories does meet the minimal quality norms;

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

That Council ask the Ministre des transports to urgently re-do the paving work on Route 364 over a distance of 80 meters, more or less.

181.07.18 AGREEMENT- MECHANIC POSITION

Considering the position of mechanic was created by Council's resolution number 119.05.18;

Considering an agreement was entered into with the SCFP union, local 3950 in order to establish the work conditions and remuneration for this new employee;

Considering this agreement is attached herewith forming an integral part hereof;

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

That Council approve the terms of the agreement dated July 5th, 2018 signed by the Director general.

182.07.18 HIRING - MECHANIC

Considering the position of mechanic was created by council's resolution number 119.05.18;

Considering the recommendation of the Director, Public works department;

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

That Council authorize the hiring of Mr. Simon Turcot to the position of mechanic as per the terms of the agreement dated July 5th, 2018 approved by resolution 181.07.18 and the collective agreement in effect.

Municipality of Morin-Heights

183.07.18 CANADA POST

Considering the maintenance of the post office box sites have not been cleaned this Spring;

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

That Council ask Canada Post to proceed with the sweeping and cleaning of its post office box sites throughout the Morin-Heights territory.

184.07.18 NOTICE – CONSTRUCTION TRB INC. – VILLAGE ROAD

Considering the contract for the replacement of the drinking water conduit and the reconstruction of Village road within the TECQ Program was granted to Construction TRB Inc. pursuant to a public request for tenders;

Considering the company did not complete the finishing work by last Fall;

Considering that on June 12th, 2018, Ingémax Inc., the engineers in this dossier, have forwarded the list of identified deficiencies pursuant to a preliminary inspection and have requested that the work be completed before the end of June;

Considering that Construction TRB Inc. have confirmed that the work will be done;

Considering that as of today, the work has still not been completed.

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

That Council notify Construction TRB Inc. that the work required to correct these deficiencies must be done by the latest, July 27th, 2018.

That Council notify Construction TRB Inc. that failure to do the work within the specified deadline, the Municipality will have the specified work done by another company.

That Council notify Construction TRB Inc. that the payment for this work will be deducted from the amount withheld and that the bond company will be notified of the situation.

185.07.18 MONTHLY REPORT

The Director general presents Council who acknowledge receipt of the monthly report for June 2018 from the Director of the Urbanism, environment and land development.

186.07.18 MUNICIPALISATION AND ACQUISITION OF ROADS IN DOMAINE HAUTE PROVENCE – MODIFICATION OF RESOLUTION 317.11.16

Considering resolution 317.11.16 regarding the transfer of roads in Domaine Haute Provence to the Municipality, now known as Réserve Morin-Heights, must be modified in order to include transactions for public utility servitudes;

Municipality of Morin-Heights

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

That resolution 317.11.16 be modified with the addition of the following paragraphs:

That the right-of-way, water runoff and drainage servitudes be established to the benefit of the Municipality for the following parts of lots:

5 629 176	6 103 281
5 902 532	6 103 284
5 945 655	6 111 073
5 945 656	

The entirety as shown on the technical description prepared by Adam Masson-Godon, Surveyor on October 31st, 2017 under his minutes number 3920.

That the public utility, natural water drainage, non-construction, installation, maintenance of public services servitudes be established to the benefit of the Municipality for the following parts of lots:

5 650 672	6 103 282
5 902 538	6 103 281
5 945 656	5 945 653
5 545 655	5 650 664
5 945 654	5 650 663
5 902 533	5 650 658
5 902 331	5 650 659
5 902 530	5 650 662
5 949 301	5 650 660
6 111 073	5 650 661
6 103 284	6 103 284

That the right-of-way, water runoff and drainage servitudes be established to the benefit of the Municipality for the following parts of lots:

5 491 368	5 902 532
5 629 178	5 902 539
5 629 179	6 103 283
5 629 180	

The entirety as shown on the technical description prepared by Adam Masson-Godon, surveyor on October 16th, 2017 under his minutes number 3883.

That the draft deeds be attached herewith forming an integral part hereof.

**AM 06.07.18 NOTICE OF MOTION – FIRST DRAFT BY-LAW
557-2018 WHICH MODIFIES ZONING BY-LAW 416
REGARDING AUTHORIZED USAGE IN ZONE 33**

Notice of motion is given by Councillor Jean-Pierre Dorais that by-law 557-2018 which modifies zoning by-law 416 regarding authorized usage in zone 33 will be presented at a future council meeting.

Municipality of Morin-Heights

187.07.18 ADOPTION OF FIRST DRAFT BY-LAW 557-2018 WHICH MODIFIES ZONING BY-LAW 416 REGARDING AUTHORIZED USAGE IN ZONE 33

The Director general gives a summary of the first draft by-law and informs Council about the adoption procedure.

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

That Council adopt first draft By-law 557-2018 which modifies Zoning by-law 416 regarding authorized usage in zone 33 as follows:

(only available in French)

AM 07.07.18 NOTICE OF MOTION – FIRST DRAFT BY-LAW 558-2018 WHICH MODIFIES ZONING BY-LAW 416 IN ORDER TO CREATE NEW ZONE 33.1 FROM PART OF ZONE 33 TO AUTHORIZE CERTAIN RESIDENTIAL USAGE

Notice of motion is given by Councillor Jean Dutil that by-law 558-2018 which modifies zoning by-law 416 in order to create new zone 33.1 from part of zone 33 to authorize certain residential usage will be presented at a future council meeting.

188.07.18 ADOPTION OF FIRST DRAFT BY-LAW 558-2018 WHICH MODIFIES ZONING BY-LAW 416 IN ORDER TO CREATE NEW ZONE 33.1 FROM PART OF ZONE 33 TO AUTHORIZE CERTAIN RESIDENTIAL USAGE

The Director general gives a summary of the draft by-law and informs Council about the adoption procedure.

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

That Council adopt first draft By-law 558-2018 which modifies Zoning by-law 416 modifies Zoning by-law 416 to create zone 33.1 as follows:

(only available in French)

189.07.18 MONTHLY REPORT

The Director general presents Council, who acknowledge receipt of the monthly report prepared by the Interim Director of the Recreation and culture department as well as the list of authorized expenses as per the delegation of competency by-law 351.

190.07.18 MONTHLY REPORT FROM THE DIRECTOR, OUTDOOR NETWORK

The Director general presents Council, who acknowledge receipt of the monthly report prepared by the Director of the Parks and outdoor network department for the month of June 2018.

Municipality of Morin-Heights

191.07.18 CREATION OF AN OUTDOOR NETWORK COORDINATOR

Considering Mr. James Jackson has notified of his intention to leave his position as Director of the Parks and outdoor network Department;

Considering the Administration intends on modifying the recreation activities' organization;

Considering the recommendation of Mr. James Jackson, Director of the Parks and outdoor network and Mrs. Karyne Bergeron, Interim Director of the Recreation and culture department;

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

That Council authorize the creation of coordinator of the outdoor network position under the jurisdiction of the Director, Recreation and culture department.

That the job description be completed as per the documents presented to Council and the Administration proceed with the publishing of the position.

That this first level management position be listed as class 1 on the salary scale.

That Mr. Jackson will remain in his position until the end of the year in order to ensure the transition.

192.07.18 PARKS AND TRAILS PLANNING CONSULTANT

Considering Mr. James Jackson notified of his intention in leaving daily operations of the Parks and outdoor network department as of Autumn 2018;

Considering the Municipality would like to retain his expertise relating to parks and trails planning;

Considering the proposal presented to Council in June 2018;

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

That Council authorize the Director general to enter into an agreement for professional services with Mr. James Jackson for 500 hours, more or less, beginning for 2019.

193.07.18 CONGRATULATIONS – CANADA DAY ORGANIZING COMMITTEE

It is unanimously resolved:

That Council congratulate and thank the volunteers for their perseverance in the preparation and holding of Canada Day 2018;

That Council thank the organizers of the festivities, Mrs. Karyne Bergeron, Interim Director of the recreation and culture department and Mr. Paul Daniels, attendant and that a mention be made for the work done by the Department Directors, Charles Bernard, Alain Bérubé and their teams.

Municipality of Morin-Heights

194.07.18 JOURNÉES DE LA CULTURE

Considering that on September 29th, the Municipality will be holding activities as per the 'Journées de la culture';

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

That Council authorize the closing, on September 29th, of Baker road from 11:00 a.m. to 3:30 p.m. and of both of the library parking areas, for the whole day.

That Council approve the activities of the cultural day which will be held at the library.

Exposition d'œuvres d'arts
Abécédaire collaboratif
Lecture animée 'All in the Timing' de David Ives
Atelier d'écriture créative
Quiz intergénérationnel
Zone jeux de société : Jouez avec les mots
Zone trilingue
Mots croisé collectifs
Exposition de journaux et publications locales
d'époques
Les stations éphémères

195.07.18 PURCHASE OF A LINE TRACER

Considering the equipment which is presently being used at the soccer field has reached its end of life;

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

That Council authorize the purchase of a Fieldlazer S100 from Groupe Sports-Loisirs at the price before taxes of \$ 2 655 and allocate the amount from the recreational activities fund.

196.07.18 FINANCIAL ASSISTANCE

Considering the Municipality has received requests for financial support from community organizations holding activities within Morin-Heights;

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

That Council grant financial support in the amount of \$ 500 to Théâtre la belle gang in order for them to hold the play « Losing Control » an adaptation of « Les anges gardiens sont fatigués » from the 'donation' budget.

That Council grant financial support in the amount of \$ 450 to the Shriners in order for them to hold a fundraiser at Chalet Bellevue for the Shriners childrens' hospital of Canada from the 'donation' budget.

That Council grant financial support in the amount of \$ 5, 000 to the Morin-Heights Elementary school in order for them to pursue their outdoor classroom project and allocate the amount from the recreational activities fund.

Municipality of Morin-Heights

QUESTION PERIOD

Council answers questions asked by the public.

197.07.18 END OF THE MEETING

It is proposed by Councillor Claude P. Lemire that the meeting end at 8:35 p.m.

I have approved each and every resolution in these minutes

Timothy Watchorn
Mayor

Yves Desmarais
Director general / Secretary-treasurer

Fourteen people attended the meeting.