

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, September 12th, 2018 at which were present:

Councillor Claude P. Lemire
Councillor Leigh MacLeod
Councillor Jean Dutil
Councillor Jean-Pierre Dorais

forming quorum under the chairmanship of Mayor Timothy Watchorn.

Councillor is absent to represent the Municipality in a regional activity and Councillor Peter MacLaurin is absent.

The Director general, Mr. Hugo Lépine and Mr. Yves Desmarais, are present.

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

244.09.18 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.

AGENDA

- | | | |
|---|---|---|
| 1 | | Opening of the council meeting |
| 2 | | Adoption of the agenda |
| 3 | | Administration |
| 3 | 1 | 1 Approval of the minutes |
| 3 | 2 | Finances |
| 3 | 2 | 1 Expense statement |
| 3 | 2 | 2 Statement of financial activities to August 31 st , 2018 |
| 3 | 2 | 3 MMQ 2018-2019 insurance |
| 3 | 2 | 4 TECQ 2014-2018 – Commitments |
| 3 | 2 | 5 Temporary loan – By-law 554-2018 – 2018 roadwork |
| 3 | 2 | 6 Director general's report |
| 3 | 3 | Correspondence |
| 3 | 4 | Personnel |
| 3 | 5 | Resolution |
| 3 | 5 | 1 Servitude agreement – Blue-Hills road |
| 3 | 5 | 2 Agreement – Fondation de la faune du Québec |
| 3 | 5 | 3 Servitude for trail – lot 5 101 805 |
| 3 | 5 | 4 Purchase – Natural reserve |
| 3 | 6 | Regulations |
| 3 | 6 | 1 Adoption of by-law 559-2018 regarding contractual management |
| 4 | | PUBLIC SAFETY |
| 4 | 1 | 1 Monthly report from the Director |
| 4 | 1 | 2 SQ activity report |
| 4 | 2 | Personnel |
| 4 | 3 | Resolution |
| 4 | 3 | 1 Royal canadian Legion |

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5		PUBLIC WORKS
5	1	Monthly report from the Director
5	3	Resolution
5	3 1	Final receipt: Allen compressor
5	3 2	Contract – abrasive sand – 2018-2019 winter
5	3 3	Contract – abrasive salt – 2018-2019 winter
5	3 4	Loader on wheels
5	3 5	Infrastructure reconstruction and drainage project – Blue Hills road
5	3 6	Drainage servitude – 426, chemin du Village
5	4	Personnel
5	5	Regulations
6		URBANISM, ENVIRONMENT AND LAND DEVELOPMENT PLANNING
6	1	Report from the Director, Urbanism department
6	1 2	Minutes of the Planning advisory committee meeting
6	3	Resolution
6	3 1	Illegal docks – Lac Vert
6	4	Personnel
6	5	Regulations
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	Thanks – blood donor clinic
7	2 2	Hiring of the outdoor network coordinator
7	2 3	Work contract – Hall attendants at Chalet Bellevue
7	2 4	Extension – position of Interim director
7	2 5	Outdoor network maintenance – winter 2018-2019
7	3	Resolution
7	3 1	Saint-Sauveur half marathon
7	3 2	Festival des Sommets gourmands
7	3 3	Superfolk festival
7	3 4	Rollerskate on pavement trail project
8		NEW BUSINESS
9		QUESTION PERIOD
10		END OF MEETING

245.09.18 APPROVAL OF THE MINUTES

The minutes of the regular meeting of August 8th, 2018 were given to Council members, by means of the electronic assembly file folder.

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

That Council adopt the minutes of the regular meeting of August 8th, 2018.

246.09.18 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of August 2018 was given to Council members by means of the electronic assembly as well as the list of authorized expenses as per By-law (448) pertaining to regulations regarding budgetary control and the delegation of expenses.

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.

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Expense statements from August 1st to 31st, 2018	
Accounts to be paid	\$ 300,785.70
Accounts paid in advance	\$ 366,814.40
Total purchases	\$ 667,600.10
Direct bank payments for the month	\$ 13,660.44
Total expenses	\$ 681,260.54
Net salaries	\$ 115,399.82
GRAND TOTAL (to August 31st, 2018)	\$ 796,660.36

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, has refrained from voting, left the premises during deliberations and has not taken part in the discussions regarding the dossier pertaining to the company.

247.09.18 STATEMENT OF FINANCIAL ACTIVITIES TO AUGUST 31ST, 2018

The Director general presents Council who acknowledges receipt of the statement of financial activities to August 31st, 2018.

248.09.18 MMQ 2018-2019 INSURANCE

Considering that the municipality is a member of the Mutual of Municipalities of Quebec;

Considering the offer of renewal and the comparative report submitted by the Director General;

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

That Council renew the Municipal Insurance Portfolio in the amount of \$ 78,308.00, taxes included, as proposed by the MMQ and attached hereto.

That the Director General be authorized to make the payment accordingly.

249.09.18 TECQ 2014-2018 - COMMITMENTS

Considering the Municipality has already committed to the same terms by resolution 224.10.15;

And unanimously resolved by all councillors:

That the Municipality agrees to respect the methods of payment of the guide which may apply.

That the Municipality agrees to be solely responsible and to release Canada and Québec as well as their ministers, higher management, employees and representatives of any responsibility with regards to claims, requirements, losses, damages and costs of any kind which may lead to a wound inflicted to a person, a person's death, damages caused to assets or the loss of assets attributed to a deliberate act or negligence as a direct or indirect result of investments made pursuant to financial assistance obtained within the TECQ 2014-2018 program.

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That the Municipality approves the content and authorizes the forwarding to the minister of municipal affairs and land occupancy of the work schedule attached herewith and of any other required documents required by the Minister in order to receive the government's contribution which had been confirmed in a letter from the minister of municipal affairs and land occupancy.

That the Municipality agrees to the minimum threshold of fixed assets in municipal infrastructures set at \$ 28 per resident per year, for a total of \$ 140 per resident for the entire five years of the program.

That the Municipality agrees to notify the minister of municipal affairs and land occupancy of any modification which will be made to the work schedule approved by the present resolution.

That the Municipality confirms by the present resolution that the attached work program consists of true costs.

250.09.18 TEMPORARY LOAN – BY-LAW 554-2018 – 2018 ROADWORK

Considering by-law 554-2018 regarding 2018 summer work has obtained all of approvals required by Law;

Considering that as per the Law, the Municipality may take a temporary loan up to a maximum of the authorized amount;

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

That Council authorize the opening of the lines of credit as per the by-law for a maximum of \$ 415,000 and authorizes the Mayor and Director general to sign for and in the Municipality's name.

251.09.18 DIRECTOR GENERAL'S REPORT

The Director general presents council, who acknowledge receipt, of the follow-up on current dossiers.

CORRESPONDENCE

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

252.09.18 SERVITUDE AGREEMENT – BLUE-HILLS ROAD

Considering an agreement has been entered into with the property owners of lot 3 205 991 and the Municipality with regards to developing a sedimentation basin directly in line to Blue-Hills road;

Considering this agreement provides for compensation in the amount of \$ 3,500;

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

That Council approve the terms of the agreement attached herewith forming an integral part hereof and authorizes the Mayor and the Director general to sign the pertinent documents.

253.09.18 AGREEMENT – FONDATION DE LA FAUNE DU QUÉBEC

Considering the Municipality, in partnership with a group of concerned citizens in the Lac Écho area, have entered into an agreement with the firm Invesco for the purchase of 68,4 hectares of land for preservation purposes;

Considering the Municipality has received financial assistance for this project in the amount of \$ 40,000 from the Fondation de la faune;

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

That Council approve the terms of the attached agreement forming an integral part hereof.

That Mayor Timothy Watchorn and Mr. Yves Desmarais, outgoing Director general be authorized to sign for and in the Municipality's name.

254.09.18 PURCHASE - NATURAL RESERVE

Considering the Municipality, in partnership with a concerned group of citizens from the Lac Écho area known as 'Lac Écho buyers club', have an agreement with the firm Invesco, 9196-2241 Québec Inc. for the purchase of 167.66 acres of land for preservation purposes;

Considering the purchase price of lots 6 265 084 and 6 265 082 which represent a surface area of 167,66 acres is \$ 527,285, before taxes;

Considering the purchase price of lot 6 265 086 with a surface area of 30,63 acres is \$ 96,300, before taxes;

Considering the members of the 'Lac Écho buyers club's financial participation equal to the purchase price, will result in individual donations for which the Municipality will issue income tax receipts;

Considering this purchase also benefits from financial support from the Fondation de la faune in the amount of \$ 40,000 and from the Fondation Écho, in the amount of \$ 50,000;

Considering the projects stipulates that this land will be subject to a request in order to obtain a 'natural reserve' status as per the Loi sur la conservation du patrimoine naturel du Québec known as 'Réserve naturelle Ruisseau Jackson' and the bridge on Wood road will be named: 'Pont Hope';

Considering the transaction includes an exchange of properties for the redevelopment of Salzbourg and Wood roads;

Considering that 12 km of the outdoor trails are authorized within the natural reserve;

Considering that both offers to purchase prepared by Me Sébastien Voizard are attached herewith forming an integral part hereof;

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Considering the parcelling plan of Invesco's entire property must be studied by the Urban planning committee and subsequently approved by Council;

Considering the present resolution completes resolutions 106.05.18 and 108.05.18;

Considering a link between the Réserve naturelle Ruisseau Jackson and Basler Park will be developed on properties transferred to the Municipality by the firm Invesco as per the parcelling tax;

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

That the preamble form an integral part hereof.

That Council approve the transfer of properties and the exchange of lots or part of lots 3 208 547, 3 208 548 and 3 208 551 constituting Salzburg road for two turnarounds on lots 6 265 079 and 6 265 081 to the Municipality.

That Council confirm the Municipality's financial contribution in the amount of \$ 30,000 for the development of the projected purchase.

That Council allocate the amount from the parks and playground area fund.

That the parties recognize that the management of beaver dams is the MRC's jurisdiction and that said clauses cannot be interpreted in a way that could restrict the MRC's competency in this matter and to the management of waterways in general.

That the Mayor Timothy Watchorn and Mr. Yves Desmarais, outgoing Director general be authorized to sign for and in the Municipality's name.

That Council thank Mrs. Jane Hope and the property owners for this commitment and exceptional contribution.

That the Director general be authorized to do whatever is necessary in this dossier.

255.09.18 ADOPTION OF BY-LAW 559-2018 REGARDING CONTRACTUAL MANAGEMENT

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

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

That council adopt By-law 559-2018 regarding contractual management as follows:

By-law 559-2018 Regarding contractual management

WHEREAS the Municipality adopted a contractual management policy on December 8th, 2010 in accordance to Article 938.1.2 of the Quebec municipal code RLRQ, c. C-27.1;

WHEREAS Article 938.1.2 of the Quebec municipal code was replaced on January 1st, 2018 forcing municipalities, as of this date, to adopt a by-law regarding contractual management, the Municipality's present policy being renowned as being reputed as being such a by-law;

WHEREAS the present by-law meets a transparency objective and healthy management of public funds;

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WHEREAS a notice of motion was given by Councillor Jean-Pierre Dorais and a draft by-law was presented at the same meeting of August 8th, 2018;

CONSEQUENTLY, IT IS ORDAINED AND STATUED THAT THE PRESENT BY-LAW BE ADOPTED AS FOLLOWS:

ARTICLE 1

The present by-law stipulates measures for the granting and management of contracts granted by the Municipality in accordance to Article 938.1.2 of the Quebec municipal code and anticipate the regulations for the drawing up of contracts with an expense equal or superior to \$ 25,000.

ARTICLE 2

The present by-law links the Municipality, its Council, Council members and employees who must comply with it while exercising their functions.

It is reputed being an integral part of the employee's work contract.

ARTICLE 3

Every tenderer, whether selected or not by the Municipality as well as representatives, successful tenderers and consultants selected by the Municipality must comply with the present by-law.

It is reputed being an integral part of every call for tender document and every contract granted by the Municipality.

ARTICLE 4

The Municipality may cooperate with other municipalities to restore a group purchase system for the purchase of goods and services.

When such a system is in place and it is within context, the Municipality prioritizes this practice when granting contracts.

ARTICLE 5

Unless otherwise stated, the words and expressions used in this by-law have the usual meaning defined in the dictionary.

ARTICLE 6

In accordance to Article 936 of the Quebec municipal code, the Municipality grants contracts of at least \$ 25,000 and less than \$ 101,100.

ARTICLE 7

For all contracts comprising of an expense valued superior or equal to \$ 101,100, the Municipality, proceeds to the sale of these requests for tender documents on the système électronique d'appel d'offres SEAO approved by the government as per the Public organization contracts Act, RLRQ, c. C-65.1.

ARTICLE 8

The amount shown on the present article is adjusted as stipulated in the Quebec Government's indexation by-law.

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ARTICLE 9

Council delegates the Director general with the power of forming a selection committee as stipulated in Article 936.0.1.1 of the Quebec municipal code in each case where such a committee is required by Law.

Every selection committee must be comprised of at least three members other than council members.

A council member, civil servant or employee cannot divulge information allowing to identify a person as being a member of the selection committee.

ARTICLE 10

The following tasks fall to the selection committee:

- provide the Director general with a declaration under oath at the time of his nomination to the committee for each project and signed by each committee member by which they solemnly swear:
 - that they will keep the committee's deliberations a secret;
 - avoid getting into a conflict of interests situation or appearance of a conflict of interest, failure to do so, they will have to resign from their mandate as committee member and denounce interests;
 - be partial to all offers and proceed with individual analysis of each offer received before the committee's evaluation.
- evaluate each offer independently from one another without knowing the price and without comparing them;
- assign each offer with a number for each criteria;
- sign the evaluation while with committee after deliberations and consensus.

Each selection committee must also make their evaluation while respecting all provisions of the applicable municipal code and is the principle of equality between tenderers.

ARTICLE 11

For each selection committee, the Director general names a president whose role consists of supervising and assisting the committee in the analysis of offers and is responsible for completing and forwarding documents to the Director general at the end of the selection committee's work.

ARTICLE 12

For each call for tender, the Municipality designates a person responsible for information and whose mandate is to answer bidder's questions regarding the call for tenders in writing.

At no time may a bidder solicit another person other than the person responsible.

The person responsible for the call for tenders must compile questions asked by each bidder during the call for tender process and issue, if deemed necessary, an addenda in order for all the bidders to obtain answers to questions asked by others.

The person responsible for the call for tenders has the complete discretion of judging the pertinence of the questions asked and those needing an answer and may regroup and reword certain questions in order to forward answers to the bidders.

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The person responsible for the call for tenders ensures that all of the bidders and the same information is given neutrally, identically, impartially and without any favouritism.

ARTICLE 13

Worksite visits are not permitted unless it is for repairs to existing work and that this visit not only be necessary in order for eventual bidders to inform themselves of information impossible to forward in call for tenders documents.

This visit can only be held individually with an appointment in the presence of the person responsible for the call for tenders, who will take note of each question asked and forward the answers to all of the bidders in the form of an addenda.

ARTICLE 14

Each bidder must include the following declarations with his bid:

- a declaration attesting that he nor none of his representatives have contacted or attempted to any member of the selection committee in order to influence or obtain information regarding the call for tenders;
- a declaration attesting that his bid was prepared and presented without any collusion, communication, agreement or arrangement between any other bidder or person to agree on prices to be submitted or influence the submitted prices;
- a declaration attesting that he nor none of his representatives or employees has tried to influence anyone for the purpose of obtaining the contract or if any communication to influence has taken place, include with his bid, a declaration stating that the registration required by Lobbyist register Act was done;
- should other influential contacts be made between the Municipality's public incumbents within six months preceding the process of granting the contract, a declaration divulges the subject of such communications, a declaration attesting that neither he nor a representative or employee was subject to intimidation, influence or corruption;
- a declaration stating if he was involved in, personally or through administrators, managers, shareholders or associates, with a municipal council member or employee, family or financial ties or others, creating the appearance of a conflict of interests.

ARTICLE 15

It is prohibited for a bidder or successful tenderer to make an offer or make a donation, offer a gift, remuneration or other benefit to a council member, municipal employee or a member of the selection committee.

This restriction does not apply to gifts offered to all participants, or drawn randomly during a public event open to all citizens and organized by the Municipality to assist a goodwill organization or a community organization.

ARTICLE 16

It is prohibited for a bidder or successful tenderer to verbally contact or write to an incumbent in charge of public office with the goal of influencing him or being able to reasonably be considered by the person as being susceptible of influencing taking the decision pertaining to:

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- the preparation, presentation, modification or rejection of the regulatory proposal, a resolution, orientation, program or action plan;
- the choice of method for the awarding of a contract and the preparation of this method ;
- the awarding of contracts other than in the case of a public call for tenders.

Nevertheless, he may do so if the methods used are in conformity with the Law, if he mentions it in the declaration provided for in Article 14 and if it is listed in the lobbyist's register held as per the Loi sur la transparence et l'éthique en matière de lobbyisme, RLRQ, c. T-11.011.

The matter of a lobbyist arranging an interview for a third party with the incumbent in charge of public is assimilated as a lobbyist activity.

Not mentioned in the present Article are activities mentioned in Articles 5 and 6 of the Loi sur la transparence et l'éthique en matière de lobbyisme as well as those not targeted by this Law because of a by-law adopted as per the present one.

ARTICLE 17

Each Council member or public servant or employee must remind each person that may take the initiative to contact him in order to obtain a contract, the existence of the Loi sur la transparence et l'éthique en matière de lobbyisme, when he deems that there is a breach to this Law.

ARTICLE 18

Each Council member, public servant or employee along with any other person working for the Municipality, involved in the preparation of contractual documents or the granting of contracts must denounce it as soon as possible.

- Toute tentative d'intimidation, de trafic d'influence ou de corruption dont il a été l'objet ou témoin dans le cadre de ses fonctions. Cette mesure ne doit pas être interprétée comme limitant le droit de la personne concernée à porter plainte auprès d'un service de police ou d'une autre autorité publique.
- l'existence de toute situation, autre qu'un conflit d'intérêts, susceptible de compromettre l'impartialité et l'objectivité du processus d'appel d'offres et de la gestion du contrat qui en résulte;
- l'existence de tout intérêt pécuniaire dans une personne morale, société ou entreprise susceptible de conclure un contrat avec la Municipalité.

A Council member makes this denunciation to the Director general; the Director general to the Mayor; other public servants and employees as well as any other person working for the Municipality to the Director general. When the denunciation directly or indirectly involves the Mayor or Director general, the denunciation is made to the one that is not implicated. The Director general or the Mayor must treat the denunciation with diligence and take the appropriate measures as per the nature of the situation denounced including denouncing the situation to any other competent authority.

ARTICLE 19

The Municipality must publish, on its website, the information document pertaining to the contractual management in order to inform the population and potential contracting parties of the steps taken as per the present by-law.

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ARTICLE 20

The following regulations apply to the modification of every contract :

- The modification must be the subject of a written request by the supplier in the dossier which gives the details of the modification to be made, the reasons and costs involved.
- An engineer's written evaluation and recommendations from the supervising engineer or if necessary, the evaluation of the concerned department head;
- The modification must be the subject of a recommendation by the Director general; this recommendation can only be granted exceptionally if the modification:
 - does not change the nature of the contract which has a secondary character
 - was not unpredictable in nature at the time the contract was granted;
 - is not attributable to forgery by the bidder
- The modification must have been approved by the municipal council's resolution indicating in what way the secondary character is unpredictable as well as the fact that it is not attributable to forgery by the bidder;
- If it is impossible to obtain the municipal council's authorization in due time because of the nature of worksite conditions, the Director general may, upon receipt of a request forwarded as per the first paragraph, authorize the head of the concerned department to authorize the modification with the contracting party.

ARTICLE 21

When dealing with major projects, Council may name a follow-up committee comprised of the Mayor, the councillor delegated to infrastructures, the councillor delegated to finances, the Director of the department implicated by the work and the Director general.

The committee's quorum consists of three members and is convened by telephone and the meeting will be held as necessary.

The committee's role is to study the modifications that have been proposed and make the necessary recommendations to the municipal council or if necessary, to the Director general for the continuance of the work.

ARTICLE 22

When justified by the nature of the work, the Municipality favours the holding of regular worksite meetings in order to ensure the follow-up of the execution of the contract. When dealing with major work, the committee is invited to these worksite meetings.

ARTICLE 23

The Municipality's Director general is responsible for applying this by-law. He is responsible for preparing the report which must be presented to Council annually with regards to applying the present by-law, in accordance to Article 938.1.2 of the Quebec municipal code.

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ARTICLE 24

The present by-law replaces and abrogates the Policy regarding contractual management adopted by Council on December 8th, 2010 (Resolutions 249.12.10 / 140.07.12) and reputed, since January 1st, 2018, a contractual management by-law as per Article 278 P.L. 122.

ARTICLE 25

The present by-law enters into effect in accordance to the Law and is published on the Municipality's website. Also, a copy of this by-law is forwarded to the MAMOT.

Timothy Watchorn
Mayor

Hugo Lépine
Director general /
Secretary-treasurer

256.09.18 MONTHLY REPORT FROM THE DIRECTOR

The Director general presents council who acknowledge receipt of the Sûreté du Québec's August 2018 report, the list of authorized expenses during the month as per By-law (448) pertaining to regulations regarding budgetary control and the delegation of expenses.

257.09.18 SQ ACTIVITY REPORT

The Director general presents council who acknowledge receipt of the Sûreté du Québec's August 2018.

258.09.18 ROYAL CANADIAN LEGION

Considering Council has received a request from the Royal Canadian Legion to authorize the sale of poppies at the intersection of Route 364 and Village road on Saturday, October 27th, 2018 between 9:00 a.m. and 2:00 p.m. or in case of rain, on Saturday, November 3rd, 2018;

Considering Article 3 of By-law (532) pertaining to the occupation of municipal property;

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

That Council authorize the Royal Canadian Legion to proceed with the sale of poppies at the proposed location on Saturday, October 27th, 2018 between 9:00 a.m. and 2:00 p.m. or in case of rain, on Saturday, November 3rd, 2018.

That Council notify the Royal Canadian Legion that it is their responsibility to obtain the required authorizations in order to do so.

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

The Director general presents Council who acknowledge receipt of the monthly report for the month August, the list of requests as well as the list of expenses authorized during the month of August as per By-law (448) pertaining to regulations regarding budgetary control and the delegation of expenses.

260.09.18 FINAL RECEIPT: ALLEN COMPRESSOR

Considering the work pertaining to the connection of the Ski Morin Heights network to the Village drinking water network have been completed;

Considering the recommendation for final payment prepared by Équipe Laurence, the engineers in the dossier, dated July 11th;

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

That Council confirm the final receipt of the work done by the firm Norclair Inc. and release the amount of \$ 28,880.48.

261.09.18 CONTRACT – ABRASIVE SAND – 2018-2019 WINTER

Considering the administration proceeded with tenders and has invited the following companies to present their quote for the supply of sand for the 2018-2019 winter;

David Riddell Excavation et transport
Excavation Jean Miller Inc.
Bauval Sable L.G.
Lafarge North America

Considering the Municipality has received the offers from the following companies:

Tenderer	Price
Lafarge Canada Inc.	\$ 72,315.00
9328-5799 Québec Inc. (Carrière Miller 2015)	\$ 69,570.00

Considering the credits are provided for in the current budget;

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

That Council grants to the lowest bidder, 9328-5799 Québec Inc. (Carrière Miller 2015), at the price, before taxes, of \$ 12.45 per metric ton for sand and \$ 1.00 per metric ton to reserve, for a total of \$ 69,570.00, including taxes for the entire contract.

That the bidder be notified that the compliant particle size results must be submitted to the Administration before September 19th, failure to do so, the offer will be deemed non-compliant and rejected.

That the gravel samples must be taken in the presence of a representative from the Municipality.

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That the Administration is authorized, as of September 20th, to have recourse to services from the second bidder should the Miller firm not be able to submit a compliant particle size result.

The payment will be made after evaluation of quantities according to submitted price per unit stipulated in the price chart.

That the delivery be made during garage's regular business hours and in conformity with the nuisance by-law.

That the Director general be authorized to sign the contract and make the payment as per the conditions of the quote.

262.09.18 CONTRACT – ROAD SALT – 2018-2019 WINTER

Considering the administration proceeded with tenders and has invited the following companies to present their offer for the supply of road salt:

Compass Minerals Canada	Sel Warwick Inc.
Sel Cargill	Excavation Jean Miller Inc.
Lafarge North America	Mines Seleine
Sel du Nord	

Considering the Municipality has received offers from the following companies for the delivery of 750 metric tons:

Name	Price (taxes inc.)
Sel Warwick Inc.	\$ 89 680.50
Sel du Nord Inc.	\$ 93 819.60
Mines Seleine Inc. Windsor	\$ 91 482.73
Compass Minerals Canada Corp.	\$ 105 265.50

Considering the credits are provided for in the current budget;

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

That Council grants, to the lowest bidder, Sel Warwick Inc., the contract for the delivery of salt to the Municipal garage and upon request, at the price of \$ 119.57 per metric ton for approximately 750 m.t, an expense of approximately \$89,680.50, including taxes.

The payment will be made after evaluation of the exact quantities and the condition of the quote.

263.09.18 LOADER ON WHEELS

Considering Council proceeded with a public call for tenders via the SEAO for the purchase of a loader on wheels;

Considering the Municipality has received the following offer from Toromont Cat detailed as follows:

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Equipment	Price
Loader 938K	215 000,00 \$
Rapid coupling system	19 900,00 \$
Extended guarantee	15 790,00 \$
Sub-total	250 690,00 \$
Less 938 G trade-in	(60 000,00) \$
Sub-total	190 690,00 \$
GST	9 534,50 \$
PST	18 954,586 \$
Total purchase	219 179,09 \$

Considering the offer includes financing at the rate of 5.20% for a period of 60 months which represents a cost of \$ 25,898.29.

Considering the offer includes the complete preventative maintenance program of 84 months or 5000 hours in the amount of \$ 22,898.04 which will be paid monthly;

Considering the hourly rate for maintenance after 5000 hours is confirmed at \$ 4.58;

Considering the proposal includes a guaranteed value of the loader at the end of the 84-month term of \$ 79,000;

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

That Council grant the contract for the purchase of a new 2018 loader with less than 500 hours as described in the tender of the bidder in conformity, Toromont Cat as per the terms detailed above for a total offer in the amount of \$ 318,639.74, including taxes.

That Council authorize the Director general to sign the pertinent documents for the purchase.

264.09.18 INFRASTRUCTURE RECONSTRUCTION AND DRAINAGE PROJECT – BLUE-HILLS ROAD

Considering Council proceeded with a public call for tenders via the SEAO for the infrastructure reconstruction and drainage project on Blue-Hills road, first hill;

Considering the Municipality has received the following offers:

Supplier	Price (taxes inc.)
Inter chantier Inc .	\$ 475,354.71
Exca pro- 9088 9569 Québec Inc.	\$ 458,484.30
David Riddell Excavation/transport	\$ 422,636.55
Les Entreprises Claude Rodrigue Inc.	\$ 394,932.23

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

That Council grant the contract for the infrastructure reconstruction and drainage project – Blue-Hills road, first hill, as described in the tender of the lowest bidder in conformity, Les Entreprises Claude Rodrigue Inc. for an amount of \$ 394,932.23, including taxes.

That the work budget be established as follows:

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By-law 521- 2015	\$ 100 000
By-law 554-2018	\$ 200 000
Working capital, (reimburse over a period of 10 years)	\$ 95 000

That Council authorize the Director general to sign the pertinent documents regarding this work.

265.09.18 DRAINAGE SERVITUDE – 426, CHEMIN DU VILLAGE

Considering the agreement entered into with the property owner of lot 3 736 545 at 426, Village road aimed at replacing and improving the storm sewer which crosses his property;

Considering there is a need to confirm by servitude, the agreement signed on November 13th, 1975;

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

That Council approve the terms of the agreement attached herewith forming an integral part hereof.

That the Mayor and Director general be authorized to sign for and in the Municipality's name.

266.09.18 MONTHLY REPORT

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

267.09.18 ILLEGAL DOCKS – LAC VERT

Considering the owners of four properties who do not have access to the lake have installed docks on Lac Vert;

Considering the Municipality, who owns the properties surrounding the lake, intends to have this illegal encroachment on its property ceased;

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

That Council give mandate to PFD Avocats to represent the Municipality in the necessary procedures to have this illegal usage ceased.

That the Director general be authorized to do whatever is necessary in this dossier.

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268.09.18 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 during the month of August as per By-law (448) pertaining to regulations regarding budgetary control and the delegation of expenses.

269.09.18 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 August 2018.

270.09.18 THANKS – BLOOD DONOR CLINIC

Considering that the 16th edition of the Morin-Heights' blood donor clinic took place on Thursday, September 16th;

Considering 52 donors came to donate blood and the work completed by the volunteers during this day;

Considering that because of this clinic, 200 individuals will benefit from a blood transfusion within the next few days;

It is unanimously resolved that Council thank the donors, the volunteers Mrs. Gayle Schwartz, Louise Marleau, France Guévin, Brenda Hunter, Emily Andrews, Mr. François Leroux, conducted by Monique Bélisle as well as the Director general, Mr. Yves Desmarais for their contribution to this 16th edition of the Morin-Heights' blood donor clinic.

271.09.18 HIRING – OUTDOOR NETWORK COORINATOR

Considering Council authorized the creation of the position of outdoor network coordinator by its resolution 191.07.18;

Considering the committee has met with candidates and recommends to Council, the hiring of the coordinator as per the terms of the agreement attached herewith;

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

That Council authorize the hiring of Mr. Daniel Charbonneau as outdoor network coordinator as per the terms of the agreement and the Politique à l'égard des conditions de travail des cadres et celle relative à la remuneration du personnel cadre.

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**272.09.18 WORK CONTRACT – HALL ATTENDANTS AT
CHALET BELLEVUE**

Considering the report prepared by the Interim Director of the Recreation and culture department regarding the hall attendant's positions at Chalet Bellevue;

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

That Council authorize the conclusion of a work agreement for the period of September 18th, 2018 to January 18th, 2019 with flexible hours at the conditions established in the job description and the Politique de remuneration des préposés au Service des loisirs, des parcs et du réseau plein air attached herewith as follows:

Name	Position	Hourly rate
Diane Morissette	Hall attendant	\$ 21.00
Michael Latremouille	Hall attendant	\$ 20.00

273.09.18 EXTENSION – POSITION OF INTERIM DIRECTOR

Considering Mrs. Karyne Bergeron has accepted the position of Interim director of the Recreation and culture department by Council's resolution 126.05.18;

Considering this replacement period must be extended;

Considering the SCFP, local 3950 accepts the extension of the agreement;

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

That Council approve the terms of the agreement signed by Mrs. Bergeron and the letter of intent signed with the SCFP, until the return of the Director, Recreation and culture or for a period of no more than 6 months, these documents attached herewith forming an integral part hereof.

**274.09.18 OUTDOOR NETWORK MAINTENANCE –
WINTER 2018-2019**

Considering that the hiring of the following personnel for the preparation and maintenance of the cross-country and snowshoe networks in accordance with the Cross-country and Snowshoe Employee Policy is required;

Considering the report prepared by Mr. James Jackson, Director of the parks and outdoor network department;

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

That Council hire the personnel for the winter season 2018-2019 as follows:

Richard Nesbitt: Trail maintenance Supervisor (Level 9) starting on October 15th plus the bonus of \$ 30 per day for 145 days;

Gael Chiron: Trail maintenance Worker 1 (Level 5) starting on October 15th.

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Darren Green: Trail maintenance Worker 2A (Level 9) starting on October 15th for 20 hours per week until December 15th then 30 hours per week until March 31st 2019.

Adrian Horn: Trail Worker 2B (Level 2) on October 15th until December 15th for 20 hours per week and as a replacement worker during the winter of 2018-2019 if necessary.

275.09.18 SAINT-SAUVEUR HALF MARATHON

Considering that Council has received the following request from Événements TopChrono Inc. regarding the organizing of a sporting activity which will be passing through municipal roads;

Considering By-law (532) which regulates the occupation of municipal properties;

Considering Événements TopChrono Inc. is responsible for obtaining the proper authorization from the Minister of transport and the Sûreté du Québec;

Considering the presented itinerary makes use of Village, Saint-Adolphe and Bélisle roads as well as Route 364;

Considering the organizer estimates the number of participants at 150 people;

Considering the contribution regarding the special fund which supports municipal organizations is \$ 2 per participant, therefore an amount of \$ 300;

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

That Council authorize the holding of the event on Village road, Route 364, Saint-Adolphe and Bélisle roads for the holding of the Vallée de Saint-Sauveur half-marathon, on October 13th, 2018.

That Council notify Événement TopChrono Inc. that they are responsible for gathering volunteers and the necessary personnel for this activity at no cost to the Municipality.

That failure to obtain adequate security at these intersections, the Municipality requires that the required stops (signs) be made by the participants.

276.09.18 SOMMETS GOURMANDS FESTIVAL

Considering that Council has received the following request from Les Sommets Gourmands regarding the organizing of a sporting activity which will be passing through municipal roads;

Considering Les Sommets Gourmands is responsible for obtaining the proper authorization from the Minister of transport and the Sûreté du Québec;

Considering the presented itinerary makes use of Routes 329 and 364:

Considering the organizer estimates the number of participants at 50 people;

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Considering the contribution regarding the special fund which supports municipal organizations is \$ 2 per participant, therefore an amount of \$ 100;

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

That Council authorize the holding of the event on Routes 329 and 364 for the holding of the Festival Les Sommets gourmands, from September 21st to 23rd, 2018.

That Council notify Les Sommets Gourmands that they are responsible for gathering volunteers and the necessary personnel for this activity at no cost to the Municipality.

That failure to obtain adequate security at these intersections, the Municipality requires that the required stops (signs) be made by the participants.

277.09.18 SUPERFOLK FESTIVAL

Considering Mr. Ian Kelly has notified us of his intention to renew the Superfolk experience next summer;

Considering the previous edition was a success;

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

That Council support the Superfolk project and confirm the Municipality's participation with logistics support for the presentation of this event in 2019.

278.09.18 ROLLERSKATE ON PAVEMENT TRAIL PROJECT

Considering the Club Fondeurs Laurentides has been working, for over two years, on implanting a high-level development center for young athletes from the Laurentians;

Considering the project of adding a paved rollerskating trail on land belonging to Sommets Morin Heights;

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

That Council confirm the Municipality's non-financial support for the implementation of this project.

279.09.18 SERVITUDE MODIFICATION OF LOT 5 101 805

Considering an agreement was entered into between the property owners of lot 5 101 805 and the Municipality with regards to modifying the right-of-way servitude for the non-motorized trail;

Considering the outline of the servitude has been recommended by the Director, outdoor network department;

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

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That Council approve the presented outline and authorizes the Mayor and the Director general to sign the deed for the modification of the servitude for which the draft is attached herewith forming an integral part hereof, for and in the Municipality's name.

QUESTION PERIOD

Council answers questions asked by the public.

280.09.18 END OF THE MEETING

It is proposed by Councillor Claude P. Lemire that the meeting end at 9:00 p.m.

I have approved each and every resolution in these minutes

Timothy Watchorn
Mayor

Hugo Lépine
Director general / Secretary-treasurer

Nineteen people attended the meeting.