

***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 Chalet Bellevue at 27, rue Bellevue on Wednesday, December 10<sup>th</sup>, 2025 at which were present:

Councillor Jean-Marc Lacoste  
Councillor Gillian Hartley  
Councillor Leigh MacLeod  
Councillor Nicolem Bélanger-King  
Councillor Anne Villeneuve  
Councillor Carole Patenaude

forming quorum under the chairmanship of Mayor Louise Cossette.

The Director general, Mr. Hugo Lépine is present. The Assistant-clerk, Geneviève Beaudry-Boudreault is also present.

At 19:30, Mayor Louise Cossette states quorum and Council deliberates on the following dossiers:

**492.12.25    TABLING – PROCLAMATION OF ELECTION OF COUNCILLOR ANNE VILLENEUVE TO SEAT 5**

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The Director general presents the proclamation of election of Councillor Anne Villeneuve to seat 5.

**493.12.25    TABLING – OATH OF OFFICE OF COUNCILLOR ANNE VILLENEUVE**

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The Director general presents Councillor Anne Villeneuve's oath of office which was sworn in following the election of November 2<sup>nd</sup>, 2025.

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**494.12.25    ADOPTION OF THE AGENDA**

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

TO ADOPT the agenda as presented by Director general.

**AGENDA**

- 1            OPENING OF THE MEETING AND WORD OF WELCOME**
- 1    1        Tabling – Proclamation of election of councillor Anne Villeneuve seat 5
- 1    2        Tabling – oath of office of councillor Anne Villeneuve
- 2            ADOPTION OF THE AGENDA**
- 3            APPROVAL OF THE MINUTES**
- 3    1        Minutes of the regular meeting of November 12<sup>th</sup>, 2025
- 3    2        Minutes of the Planning advisory committee meeting of November 18<sup>th</sup> 2025
- 3    3        Minutes of the Environment advisory committee meeting of September 23<sup>rd</sup>, 2025
- 3    4        Minutes of the Environment advisory committee meeting of October 28<sup>th</sup>, 2025
- 3    5        Minutes of correction – Resolution 454.11.25
- 4            DIRECTOR GENERAL’S MONTHLY REPORT**
- 4    1        Report regarding the follow-up of dossiers
- 4    2        Report regarding the use of delegated power
- 4    3        Report regarding budgetary transfers
- 5            FINANCES AND ADMINISTRATION**
- 5    1        Expense statements
- 5    2        Statement of financial activities
- 5    3        Human resources
- 5    4        By-laws and various resolutions
- 5    4    1       2026 council meeting calendar
- 5    4    2       Tabling – Council members’ declaration of pecuniary interest
- 5    4    3       Tabling – Periodic report on investment activities
- 5    4    4       Mandate of the Municipality’s attorneys to the Municipal Court for the year 2026
- 5    4    5       Allocation of \$ 154,065 from the non allocated operations surplus to fund a pay equity payment
- 5    4    6       Appointment of a municipal representative to the Board of Directors of Habitat Morin-Heights
- 5    4    7       Temporary loan – By-law (770-2025) providing for the financing of roadwork in 2025, 2026, and 2027 and enacting a loan in accordance
- 5    4    8       Loan from the operating fund – various projects
- 6            PUBLIC AND FIRE SAFETY**
- 6    1        Director’s monthly report
- 6    2        Sûreté du Québec police department’s activity report
- 6    3        Human resources
- 6    4        By-laws and various resolutions
- 6    4    1       Agreement with the CISSSL and Santé Québec to maintain and for the recurring funding of level first responder services
- 6    4    2       Tabling - Results of the procedure for registering qualified voters regarding By-law (782-2025) amending By-law (771-2025) decreeing the expansion work of the fire hall, providing for the financing of such work and decree of a loan for this purpose
- 7            PUBLIC WORKS AND INFRASTRUCTURES**
- 7    1        Director’s monthly report
- 7    2        Public works, buildings and facilities

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- 7 2 1 Contract – Janitorial services – Town hall and library for 2026 (2027-2028 optional) (CFT 2025-23)
- 7 2 2 Contract – Janitorial services – Garage, aerobic corridor and Castel Marie for 2026 (2027-2028 optional) (CFT 2025-24)
- 7 2 3 Contract – Geotechnical study and environmental characterization of soils – Repair of certain streets (TP-DP-2025-14)
- 7 2 4 Partial provisional acceptance – Infrastructure repair work on Chemin du Lac-Écho (between Rue du Rocher and Rue Seize-Arpents)
- 7 3 Environmental hygiene
- 7 4 Report regarding the treatment of petitions and requests
- 7 5 Human resources
- 7 6 By-laws and various resolutions
- 7 6 1 Addenda to the intermunicipal agreement with the Town of Sainte-Adèle regarding snow removal services on certain streets
- 7 6 2 Snow removal agreement for a private section of rue Bennett belonging to Sommet Morin Heights
- 8 **URBANISM AND ENVIRONMENT**
- 8 1 Director’s monthly report
- 8 2 Report regarding permits and certificates
- 8 3 Animal protection and control society’s activity report
- 8 4 Minor exemption and SPAIP
- 8 4 1 Minor exemption - Lot 3 737 962, rue Franc
- 8 4 2 Minor exemption - Lot 3 737 775, rue de la Cédrière
- 8 4 3 SPAIP – Lot 6 693 943, rue du Plateau
- 8 5 Human resources
- 8 6 By-laws and various resolutions
- 8 6 1 Nomination of the Demolition committee members
- 8 6 2 Nomination of the Environment advisory committee members
- 8 6 3 Nomination of the Planning advisory committee members
- 8 6 4 Nomination of the village core revitalization committee members
- 8 6 5 Nomination of the Parks and trails master plan monitoring committee members
- 8 6 6 Approval in principle - Project for the extension of rue du Montagnard
- 8 6 7 First draft resolution – Specific construction, alteration or occupancy proposal for an immovable (SCAOPI) for 680, chemin du Village
- 9 **RECREATION, CULTURE AND COMMUNITY LIFE**
- 9 1 Director’s monthly report
- 9 2 Recreation
- 9 3 Culture
- 9 3 1 Confirmation of commitment to the MRC – Heritage Agreement Programs of the Department of Culture and Communications (MCC) – Sub-component 4.1
- 9 3 2 Renewal –Local heritage council members
- 9 4 Outdoor network
- 9 5 Events
- 9 6 Human resources
- 9 7 By-laws and various resolutions
- 10 **REGISTRY**
- 10 1 Acquisition of lot 3 206 673 – rue des Huarts
- 10 2 Authorization to publish a notice of pre-emptive right for lot 3 206 927
- 11 **MONTHLY CORRESPONDENCE**
- 12 **COUNCILLORS’ DECLARATIONS**
- 13 **MAYOR’S REPORT**
- 14 **QUESTION PERIOD**
- 14 1 Oral questions and answers
- 14 2 Written questions and answers
- END OF THE MEETING**

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**495.12.25 MINUTES OF THE REGULAR MEETING OF NOVEMBER 12<sup>th</sup> , 2025**

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The minutes of the regular meeting of November 12<sup>th</sup>, 2025 were notified to Council members, by means of the electronic assembly file folder.

It is proposed by Councillor Gillian Hartley  
And unanimously resolved by all councillors:

TO ADOPT the minutes of the regular meeting of November 12<sup>th</sup>, 2025.

**496.12.25 MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING OF NOVEMBER 18<sup>TH</sup>, 2025**

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The Director general presents the minutes of the latest Planning advisory committee meeting of November 18<sup>th</sup>, 2025 via the electronic file;

It is proposed by Councillor Carole Patenaude  
And unanimously resolved by all councillors:

TO ADOPT the minutes of the latest Planning advisory committee meeting of November 18<sup>th</sup>, 2025 and make the pertinent recommendations.

**497.12.25 MINUTES OF THE ENVIRONMENT ADVISORY COMMITTEE MEETING OF SEPTEMBER 23<sup>RD</sup>, 2025**

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The Director general presents the minutes of the latest Environment advisory committee meeting of September 23<sup>rd</sup>, 2025 via the electronic file;

It is proposed by Councillor Anne Villeneuve  
And unanimously resolved by all councillors:

TO ADOPT the minutes of the latest Environment advisory committee meeting of September 23<sup>rd</sup>, 2025 and make the pertinent recommendations.

**498.12.25 MINUTES OF THE ENVIRONMENT ADVISORY COMMITTEE MEETING OF OCTOBER 28<sup>TH</sup>, 2025**

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The Director general presents the minutes of the latest Environment advisory committee meeting of October 28<sup>th</sup>, 2025 via the electronic file;

It is proposed by Councillor Anne Villeneuve  
And unanimously resolved by all councillors:

TO ADOPT the minutes of the latest Environment advisory committee meeting of October 28<sup>th</sup>, 2025 and make the pertinent recommendations.



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### **499.12.25 MINUTES OF CORRECTION – RESOLUTION 454.11.25**

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Minutes of correction of Resolution 454.11.25 – Authorization to submit the 2024-2028 TECQ program – Version 1 ;

In accordance with Article 202.1 of the *Municipal Code of Québec*, the Director general presents the municipal council with the following minutes of correction for Resolution 454.11.25 – Authorization to submit the 2024-2028 TECQ program – Version 1 as it appears in the documents submitted to the municipal council.

### **500.12.25 DIRECTOR GENERAL’S MONTHLY REPORTS**

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The Director general presents his monthly follow-up reports as well as the report regarding the use of delegated power as per By-law (577-2019) regarding financial administration.

### **501.12.25 REPORT REGARDING THE FOLLOW-UP OF DOSSIERS**

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The Director general presents his monthly activities report.

### **502.12.25 REPORT REGARDING THE USE OF DELEGATED POWER**

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In accordance to By-law (577-2019) regarding the financial administration, the Director general presents the report regarding the use of delegated power during the last month.

### **503.12.25 REPORT REGARDING BUDGETARY TRANSFERS**

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In accordance with By-law (577-2019) regarding financial administration, the Director general presents last month’s report regarding budgetary transfers.

### **504.12.25 EXPENSE STATEMENT**

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The list of accounts payable and accounts paid during the month of November 2025 was given to Council members by means of the electronic assembly as well as the list of authorized expenses for the month as per By-law (577-2019) regarding financial administration.

The Mayor studied the dossier.

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

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TO APPROVE the accounts as detailed on the lists presented.

Expense statements from November 1 <sup>st</sup> to 30 <sup>th</sup> , 2025	
Purchases of the month	\$ 1 831 861,00
Total supplier purchases	\$ 1 831 861,00
Direct bank payments	\$ 1 475,00
Sub-total – purchases and direct payments	\$ 1 833 336,00
Net salaries	\$ 316 868,00
<b>GRAND TOTAL (November 2025)</b>	<b>\$ 2 150 204,00</b>

TO AUTHORIZE the Mayor and the Director general are authorized to make the appropriate payments;

**505.12.25      STATEMENT OF FINANCIAL ACTIVITIES**

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The Director general presents Council who acknowledges receipt of the statement of financial activities to November 30<sup>th</sup>, 2025 and comments on them.

**506.12.25      2026 COUNCIL MEETING CALENDAR**

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

Consequently,  
It is proposed by Councillor Jean-Marc Lacoste  
And unanimously resolved by all councillors:

THAT the preamble forms an integral part hereof;

THAT the following calendar be adopted with regards to the holding of the municipal council’s regular sittings for 2026 which will be held on Wednesday and will begin at 19:00:

January 21	July 8
February 11	August 12
March 11	September 9
April 8	October 14
May 13	November 11
June 10	December 9

THAT a public notice with the contents of the following calendar be published by the Director general and Registrar-treasurer, in accordance to By-law (619-2021) regarding the publication of public notices.

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**507.12.25      TABLING – COUNCIL MEMBERS’ DECLARATIONS OF  
PECUNIARY INTERESTS**

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The Director general presents Council, in accordance to Article 357 of the Referendums and elections in municipalities Act (RLRQ, ch. E-2.2), the 2025 pecuniary interest declarations from all council members: Mayor Louise Cossette and councillors Nicolem Bélanger-King, Anne Villeneuve, Gillian Hartley, Leigh MacLeod, Carole Patenaude and Jean-Marc Lacoste.

**508.12.25      TABLING – PERIODIC REPORT ON INVESTMENT ACTIVITIES**

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The Director general presents Council, who acknowledge receipt, of the periodic report on investment activities.

**509.12.25      MANDATE OF THE MUNICIPALITY’S ATTORNEY’S TO THE  
MUNICIPAL COURT FOR THE YEAR 2026**

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WHEREAS the By-law (153-1992) authorizing the conclusion of an agreement concerning the establishment of a common municipal court provides that the Municipality is part of the Common Municipal Court of Ste-Adèle and that, in accordance with this By-law and the Municipal Courts Act (RLRQ, c. C-72.01), the latter serves exclusively the territory of the Municipality;

WHEREAS the Municipality must, from time to time, be represented in this Court by its attorneys;

WHEREAS it is necessary to formally mandate these attorneys for this purpose and to award them a contract for professional services;

WHEREAS the costs incurred annually for the services of such attorneys are estimated at less than \$50,0001;

WHEREAS Chapter 4 of By-law (571-2019) on contract management with respect to mutual agreement contracts;

WHEREAS the Municipality's legal department, PFD Avocats, proposes fees ranging from \$135 to \$150/hour to represent the Municipality before the Municipal Court;

It is proposed by Councillor Jean-Marc Lacoste  
IT IS RESOLVED:

THAT the preamble form an integral part of this resolution;

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TO AWARD a professional services contract to PFD Avocats for the purpose of representing the Municipality in any proceedings brought before the Municipal Court, at the hourly rates submitted and invoiced from time to time to the Municipality according to the volume of mandates carried out;

TO MANDATE PFD Avocats to represent the Municipality in all proceedings brought before the Municipal Court of Ste-Adèle;

**510.12.25      ALLOCATION OF \$ 154,065 FROM THE NON ALLOCATED  
OPERATING SURPLUS TO FUND A PAY EQUITY PAYMENT**

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WHEREAS the Municipality adopted the 2025 budget on December 11<sup>th</sup>, 2024;

WHEREAS, in 2023, the Municipality completed the updating of pay equity in accordance with the Pay Equity Act (CQLR, c. E-12.001) by filing the report of the committee established under that Act;

WHEREAS the council, in accordance with the Act, has chosen to pay the required adjustments in two installments, the first in 2024 and the second in 2025;

WHEREAS the council, in the 2025 operating budget, has chosen to finance the payment scheduled for 2025 through the unappropriated operating surplus;

It is proposed by Councillor Leigh MacLeod

IT IS RESOLVED:

THAT the preamble form an integral part of this resolution;

TO ALLOCATE \$154,065 from the unappropriated operating surplus to General fund, as necessary to finance the Municipality's pay equity;

TO AUTHORIZE the Director General and the Director of Finance and Administration, and they are hereby authorized, to take the necessary steps to implement this resolution.

**511.12.25      APPOINTMENT OF A MUNICIPAL REPRESENTATIVE TO THE  
BOARD OF DIRECTORS OF HABITAT MORIN-HEIGHTS**

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WHEREAS the general by-laws of the Habitat Morin-Heights corporation provide for a seat for a municipal representative on the board of directors;

CONSIDERING THAT this seat has been held by the mayor since the corporation was established in 2019 and that the mayor, having assumed her new duties as mayor, must resign from this seat;

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It is proposed by Councillor Nicolem Bélanger-King

IT IS RESOLVED:

THAT the preamble form an integral part of this resolution;

TO APPOINT Councillor Anne Villeneuve as municipal representative on the Board of Directors of Habitat Morin-Heights;

THAT this appointment take effect upon official receipt of the resignation of Mayor Louise Cossette.

**512.12.25      TEMPORARY LOAN – BY-LAW (770-2025) PROVIDING FOR THE FINANCING OF ROADWORK IN 2025, 2026 AND 2027 AND ENACTING A LOAN IN ACCORDANCE**

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WHEREAS By-law (770-2025) providing for the financing of roadwork in 2025, 2026, and 2027 and decreeing a loan accordingly has obtained all the approvals required by Law;

CONSIDERING THAT, pursuant to section 1093 of the Municipal Code (RLRQ, c. C-27.1), the Municipality may contract a temporary loan up to the authorized amounts in order to make expenditures authorized under this by-law;

It is proposed by Councillor Anne Villeneuve

IT IS RESOLVED:

THAT the preamble form an integral part of this resolution;

TO CONTRACT a temporary loan under By-law (770-2025) in the amount of \$3,000,000;

TO AUTHORIZE the Mayor and the Director General, and they are hereby authorized, to sign, for and on behalf of the Municipality, any document required to give effect to this resolution.

**513.12.25      LOAN FROM THE OPERATING FUND – VARIOUS PROJECTS**

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WHEREAS the 2025-2026-2027 three-year capital program did not provide for the financing of various projects through the working capital fund;

CONSIDERING By-law (586-2019) on the working capital fund;

CONSIDERING THAT the following four (4) projects must be financed by a loan from the working capital fund over five (5) years:

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# Projects	Projects	Amounts
AD-25.02	Furniture - council	\$ 12 000
AD-25-03	Addition office – Town Hall	\$ 49 000
TP-25-19	Three speed indicators	\$ 16 000
LO-25-13	Skandic 2026 snowmobile	\$ 16 500

It is proposed by Councillor Gillian Hartley  
IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO BORROW the above-mentioned amounts for the financing of the above-mentioned projects;

TO SET, in accordance with By-law (586-2019), the reimbursement period of said loans to five (5) years.

**514.12.25      MONTHLY REPORT FROM THE DIRECTOR**

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The Director general presents council, who acknowledge receipt of the monthly report for the month of November from the Director, Fire department and the list of authorized expenses for the month as per By-law (577-2019) regarding financial administration.

**515.12.25      SÛRETÉ DU QUÉBEC POLICE DEPARTMENT’S MONTHLY REPORT**

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General management hasn’t received any documents.

**516.12.25      AGREEMENT WITH THE CISSSL AND SANTÉ QUÉBEC TO MAINTAIN AND FOR THE RECURRING FUNDING OF LEVEL 3 FIRST RESPONDER SERVICES**

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WHEREAS the Prehospital Emergency Services Act (RLRQ, c. S-6.2) aims to ensure that persons calling for prehospital emergency services receive an appropriate response at all times, with a view to ensuring the speed and efficiency of first responders in life-threatening medical emergencies while awaiting the arrival of ambulance technicians;

WHEREAS the Municipality already has a Level 3 first responder service covering all calls within its territory;

WHEREAS the Municipality has reviewed the terms and conditions of the Level 3 first responder services agreement proposed by the Centre intégré de santé et de services sociaux des Laurentides (CISSSL) of Santé Québec serving the Laurentians region and, more specifically, the terms and conditions relating to the maintenance and operation of a Level 3 first responder service;

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WHEREAS Santé Québec undertakes to pay, on an annual basis, 2.5% of the net costs of the Public Safety and Fire Department, up to the actual costs of the first responder service, whichever is lower;

WHEREAS, following Santé Québec's analysis of the territory covered by the request, the assessment of needs, and the proposal for a Level 3 first responder service, the Municipality is committed to finalizing the feasibility study in terms of human and financial resources for maintaining a Level 3 first responder service;

It is proposed by Councillor Leigh MacLeod  
IT IS RESOLVED:

THAT the preamble form an integral part of this resolution;

TO AUTHORIZE the continuity of a Level 3 first responder service within the Municipality's territory;

TO AUTHORIZE the mayor and the director general, and they are hereby authorized, to sign for and on behalf of the Municipality, the application form for financial support and the agreement with Santé Québec for the implementation of a Level 3 first responder service within its territory, as well as all documents required to give effect to this resolution.

**517.12.25**      **TABLING – RESULTS FOR THE PROCEDURE FOR REGISTERING QUALIFIED VOTERS REGARDING BY-LAW (782-2025) AMENDING BY-LAW (771-2025) DECREERING THE EXPANSION WORK OF THE FIRE HALL, PROVIDING FOR THE FINANCING OF SUCH WORK AND DECREE OF A LOAN FOR THIS PURPOSE**

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The Director general presents Council who acknowledge receipt of results of the procedure for registering qualified voters regarding By-law (782-2025) amending By-law (771-2025) decreeing the expansion work of the fire hall, providing for the financing of such work and decree of a loan for this purpose.

**518.12.25**      **MONTHLY REPORT FROM THE DIRECTOR**

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The Director general presents Council, who acknowledge receipt of the monthly report for the month of November from the Director, Public works and infrastructures, the list of requests as well as the list of expenses authorized as per By-law (577-2019) regarding financial administration.

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**519.12.25      CONTRACT – JANITORIAL SERVICES – TOWN HALL AND LIBRARY FOR 2026 (2027-2028 OPTIONAL) (CFT 2025-23)**

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CONSIDERING the Municipality’s 2025 budget;

CONSIDERING By-law (571-2019) regarding contractual management and its regulations regarding the call for tenders process for contracts over \$ 50,000 and less than \$ 133,000;

CONSIDERING the administration proceeded with a call for tenders by invitation 2025-23 via the SEAO on October 22<sup>nd</sup>, 2025 for janitorial services for the Town hall and the municipal library, a one-year contract for 2026 and optional for 2027 and 2028 with six (6) potential suppliers:

- Service d’entretien Optimal Inc.
- Entretien Tran-Qualité
- André Sills
- NS Entretien ménager
- Maintenance générale B.L.
- Services Sanigest

CONSIDERING the Municipality has received the only following compliant offer:

Name	Price (taxes included)
André Sills	2026 : \$ 41, 850.90 (option) 2027 : \$ 41, 850.90 (option) 2028 : \$ 44, 242.38

CONSIDERING the selection committee proceeded with the analysis of offers received and has tabled its report;

It is proposed by Councillor Leigh MacLeod  
IT IS RESOLVED:

THAT the preamble forms an integral part hereof;

TO GRANT the contract for janitorial services for the Town hall and the municipal library to André Sills for 2026 for an amount of \$ 41, 850.90 including taxes and two option of one (1) year each for an amount of \$ 41, 850.90 for 2027 and \$ 44, 242.38 for 2028, including taxes;

TO AUTHORIZE the Director general, and he is hereby authorized, to sign for and in the Municipality’s name, any document to follow-up on the present resolution.



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**520.12.25        CONTRACT – JANITORIAL SERVICES – GARAGE, AEROBIC CORRIDOR AND CASTEL MARIE FOR 2026 (2027-2028 OPTIONAL) (CFT 2025-24)**

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CONSIDERING the Municipality’s 2025 budget;

CONSIDERING By-law (571-2019) regarding contractual management and its regulations regarding the call for tenders process for contracts over \$ 50,000 and less than \$ 133,000;

CONSIDERING the administration proceeded with a call for tenders by invitation 2025-24 via the SEAO on October 29<sup>th</sup>, 2025 for janitorial services for the municipal garage, the aerobic corridor and Castel Marie, a one-year contract for 2026 and optional for 2027 and 2028 with six (6) potential suppliers:

- Service d’entretien Optimal Inc.
- Entretien Tran-Qualité
- André Sills
- NS Entretien ménager
- Maintenance générale B.L.
- Services Sanigest

CONSIDERING the Municipality has received the two (20 following compliant offers:

Name	Price (taxes included)
André Sills	2026 : \$ 36, 159.64
	(option) 2027 : \$ 36, 159.64
	(option) 2028 : \$ 42, 075.10
Service d’entretien Optimal Inc.	2026 : \$ 39, 312.25
	(option) 2027 : \$ 40, 097.53
	(option) 2028 : \$ 40, 885.11

CONSIDERING the selection committee proceeded with the analysis of offers received and has tabled its report;

It is proposed by Councillor Gillian Hartley  
IT IS RESOLVED:

THAT the preamble forms an integral part hereof;

TO GRANT the contract for janitorial services for the municipal garage, the aerobic corridor and Castel Marie to André Sills for 2026 for an amount of \$ 36, 159.64 including taxes and two option of one (1) year each for an amount of \$ 36, 159.64 for 2027 and \$42, 075.10 for 2028, including taxes;

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TO AUTHORIZE the Director general, and he is hereby authorized, to sign for and in the Municipality's name, any document to follow-up on the present resolution.

**521.12.25 CONTRACT – GEOTECHNICAL STUDY AND ENVIRONMENTAL CHARACTERIZATION OF SOILS – REPAIR OF CERTAIN STREETS (TP-DP-2025-14)**

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WHEREAS the 2025 operating budget provides for budgetary appropriations for geotechnical study and environmental characterization of soils to proceed with the repair of certain streets;

CONSIDERING Regulation (571-2019) on Contract management;

CONSIDERING the Purchasing Policy and Request for quotes TP-DP-2025-14;

CONSIDERING sections 6 to 7.3 of Regulation (571-2019) on Contract management and the Municipality's Purchasing and Procurement Policy, which requires at least two written service offers after validation of needs and cost estimates;

WHEREAS the most advantageous written service proposal is that of SCP Géotek Inc. in the amount of \$ 27, 924.32, including taxes;

It is proposed by Councillor Carole Patenaude

IT IS RESOLVED:

THAT the preamble form an integral part of this resolution;

TO AWARD a contract for the support of the operation and monitoring of drinking water networks to SCP Géotek Inc. in the amount of \$ 27, 924.32, including taxes;

TO MANDATE the Director of the Public works and infrastructure department to follow-up with the present resolution;

**522.12.25 PARTIAL PROVISIONAL ACCEPTANCE – INFRASTRUCTURE REPAIR WORK ON CHEMIN DU LAC-ÉCHO (BETWEEN RUE DU ROCHER AND RUE SEIZE-ARPENTS)**

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CONSIDERING Resolution 389.09.25 regarding the awarding of a contract for the repair of infrastructure on Chemin du Lac-Écho between Rue du Rocher and Rue Seize-Arpents to David Riddell Excavation Transports;

CONSIDERING By-law (571-2019) on Contract management;

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CONSIDERING THAT the work specified in the said contract has been carried out in accordance with the specifications;

WHEREAS the Director of Public Works and Infrastructure and the project engineers recommend the provisional partial acceptance of the said work, in accordance with the recommendation and supporting documents attached hereto;

It is proposed by Councillor Gillian Hartley  
IT IS RESOLVED:

THAT the preamble form an integral part of this resolution;

TO ACCEPT the partial provisional acceptance of the work specified in the contract awarded in Resolution 389.09.25 for the repair of the infrastructure on Chemin du Lac-Écho between Rue du Rocher and Rue Seize-Arpents, as recommended by the Director of Public Works and Infrastructure department and the project engineers specifically;

- RELEASE payment for work performed to date in the amount of \$ 513,991.87, including taxes;
- RETAIN the 5% retention for all work; and
- RETAIN the 10% retention for the asphaltting portion of the work.

**523.12.25      REPORT REGARDING THE TREATMENT OF PETITIONS AND REQUESTS**

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The Director general presents Council who acknowledge receipt of the summary report regarding petitions and requests to November 30<sup>th</sup>, 2025.

**524.12.25      ADDENDA TO THE INTERMUNICIPAL AGREEMENT WITH THE TOWN OF SAINTE-ADÈLE REGARDING SNOW REMOVAL SERVICES ON CERTAIN PUBLIC ROADS**

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WHEREAS on November 26<sup>th</sup>, 2024, the Municipality and the Town of Sainte-Adèle signed an intermunicipal agreement regarding snow removal services provided by the Municipality on certain public roads located in Sainte-Adèle;

CONSIDERING THAT the Municipality has expressed to the Town of Sainte-Adèle its desire to review its financial compensation for the coming years;

CONSIDERING THAT the parties have negotiated new compensation terms, namely an annual increase of 2.5%, effective as of 2025;

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It is proposed by Councillor Nicolem Bélanger-King

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO AMEND the intermunicipal agreement relating to snow removal services on certain public roads in order to increase financial compensation by 2.5% annually, effective in 2025;

TO AUTHORIZE the mayor and the director general, and they are hereby authorized, to sign, for and on behalf of the Municipality, the said amendment.

**525.12.25            SNOW REMOVAL AGREEMENT FOR A PRIVATE SECTION OF RUE BENNETT BELONGING TO SOMMET MORIN HEIGHTS**

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WHEREAS Les Sommets de la Vallée Inc. (Sommet Morin Heights) owns a portion of rue Bennett, between rue Primeroses and Kicking Horse, approximately 550 linear meters in length;

WHEREAS Sommet Morin Heights has expressed its desire to have the Municipality perform snow removal, sanding, and abrasive spreading on this portion of the street in exchange for compensation;

CONSIDERING THAT the parties wish to formalize the agreement for a period of two (2) years, at a cost of \$8,278.20 per year, including taxes, automatically renewable unless one of the parties terminates it in writing three (3) months before its expiry;

WHEREAS the members of the council have had an opportunity to review the draft agreement;

TAKING INTO ACCOUNT the recommendation of the Director general and the Director of Public Works and Infrastructure to approve the said agreement;

It is proposed by Councillor Leigh MacLeod

IT IS RESOLVED:

THAT the preamble form an integral part of this resolution;

TO AUTHORIZE AND APPROVE the conclusion of an agreement with Sommet Morin Heights for snow removal, sanding, and abrasive spreading on 550 linear meters of Bennett, in accordance with the terms of the project submitted to the council;

TO AUTHORIZE the Mayor and the Director General, and they are hereby authorized, to sign, for and on behalf of the Municipality, the said agreement.

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**526.12.25      DIRECTOR'S MONTHLY REPORT**

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The Director general presents Council, who acknowledge receipt of the monthly report for November 2025 from the Director of the Urbanism and Environment department as well as the list of authorized expenses as per By-law (577-2019) regarding financial administration.

**527.12.25      REPORT REGARDING PERMITS AND CERTIFICATES**

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The Director general presents Council who acknowledge receipt, of the list of permits and certificates to November 30<sup>th</sup>, 2025.

**528.12.25      ANIMAL PROTECTION AND CONTROL SOCIETY'S  
ACTIVITY REPORT**

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The Director general hasn't received any report.

**529.12.25      MINOR DEROGATION – LOT 3 737 962, RUE FRANC**

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- The President of the meeting opens the consultation meeting on the minor exemption to 19:53;
- The President of the meeting invites the Director general to read the proposal and explain the content of the requested exemption;
- The President of the meeting invites interested parties who were duly summoned to this meeting by public notice dated December 3<sup>rd</sup>, 2025, to speak on this matter. The meeting ends at 19:54;

CONSIDERING THAT this application has been processed in accordance with the provisions of By-law (646-2022) on minor exemptions;

CONSIDERING THAT the application complies with the objectives of the urban plan;

WHEREAS the application of the current by-law causes serious prejudice to the applicant;

WHEREAS the application does not affect the enjoyment of property rights by neighboring owners;

WHEREAS the site is located in the RV-35 residential and residential zone;

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CONSIDERING the site plan certificate signed by Mr. Pierre Bélanger, land surveyor, dated September 15<sup>th</sup>, 2025, latest version dated October 3<sup>rd</sup>, 2025, file: PB3002-2, plan: P13891 (JHL), minute: no. 9824;

CONSIDERING THAT the topography of the site limits the space available for the development of the parking area;

CONSIDERING THAT the proposed parking area is located in front of the main building's front facade;

CONSIDERING THAT current regulations prohibit parking from being located in front of the building, specifically, in the space between the front facade and the street and delimited by the imaginary extension of the side facades;

CONSIDERING THAT the request does not increase public health risks;

CONSIDERING THAT the request does not increase public safety risks;

CONSIDERING THAT the request does not affect the quality of the environment or general well-being;

CONSIDERING THAT the exemption is minor;

CONSIDERING THAT the urban planning advisory committee has reviewed the application and recommends that the council approve it;

It is proposed by Councillor Carole Patenaude

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO APPROVE the minor exemption request for lot 3 737 962, Franc Street (4386-79-9499) for the installation of a parking space in front of the main building's front facade, even though current regulations prohibit such parking in front of the building's facade, specifically, in the space between the front facade and the street and delimited by the imaginary extension of the side facades.

**530.12.25     MINOR EXEMPTION – LOT 3 737 775, RUE DE LA CÉDRIÈRE**

- The President of the meeting opens the consultation meeting on the minor exemption to 19:55;
- The President of the meeting invites the Director general to read the proposal and explain the content of the requested exemption;
- The President of the meeting invites interested parties who were duly summoned to this meeting by public notice dated December 3<sup>rd</sup>, 2025, to speak on this matter. The meeting ends at 19:58;

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CONSIDERING THAT this application has been processed in accordance with the provisions of By-law (646-2022) on minor exemptions;

CONSIDERING THAT the application complies with the objectives of the urban plan;

WHEREAS the application of the current by-law causes serious harm to the applicant;

WHEREAS the application does not interfere with the enjoyment of property rights by neighboring owners;

WHEREAS the site is located in the RV-12 residential and residential zone;

CONSIDERING the development plan dated October 17<sup>th</sup>, 2025, by Mr. Samuel Rousseau, technologist;

CONSIDERING THAT the application is for the development of an intergenerational dwelling with a surface area of 80.64 square meters;

CONSIDERING THAT the regulations in force authorize a maximum surface area of 60 square meters for an additional dwelling in a main building in the Habitation group;

CONSIDERING THAT the request does not increase the risk to public health;

CONSIDERING THAT the request does not increase the risk to public safety;

CONSIDERING THAT the request does not adversely affect the quality of the environment or general well-being;

CONSIDERING that the additional space is necessary to ensure the comfort, safety, and independence of the parents who will occupy the dwelling;

CONSIDERING THAT the exemption is minor;

CONSIDERING THAT the urban planning advisory committee has reviewed the request and recommends that the council approve it;

It is proposed by Councillor Nicolem Bélanger-King  
IT IS RESOLVED:

THAT the preamble form an integral part hereof;

APPROVE the minor exemption request for lot 3 737 775, rue de la Cédrière (4585-70-3627) for the area of an additional use (intergenerational housing of 80.64 square meters, whereas the regulations in force authorize a maximum area of 60 square meters).

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**531.12.25 SPAIP – LOT 6 693 943, RUE DU PLATEAU**

---

CONSIDERING THAT a request has been submitted by the owner of the proposed lot at 6 693 943 rue du Plateau, in the RV-6 residential and resort zone, and that the lot is located, in whole or in part, in an area with an elevation of 350 meters or more, is subject to the approval of a site plan and architectural integration plan;

CONSIDERING the proposal submitted by the owner to proceed with the exterior renovation of the main building of the Habitation group (single-family residence) under By-law (647-2022) on PIIAs;

CONSIDERING THAT this resolution will lapse if the work is not carried out within the time limit set out in By-law (645-2022) on Permits and Certificates;

CONSIDERING THAT the project consists of constructing a main building for the housing group (single-family residence) and is subject to By-law (647-2022) on site plans and architectural integration;

CONSIDERING the site plan certificate signed by Mr. Pierre Bélanger, land surveyor, dated August 29<sup>th</sup>, 2025, file no. PB3792, minute no. 9785, plan P13929 (AL);

CONSIDERING THAT the application must comply with the objective and evaluation criteria;

CONSIDERING THAT the application complies with the objective and seven (7) of the eight (8) evaluation criteria applicable to elevation sectors (87.5%);

CONSIDERING the construction plan prepared by Mr. Steve St-Hilaire, professional technologist, project: 1550, dated September 25<sup>th</sup>, 2025;

CONSIDERING THAT the provisions of the regulations are complied with;

CONSIDERING THAT the proposed lot was the subject of a subdivision permit bearing the number 2025-10006 issued on July 9<sup>th</sup>, 2025, BPD no.: 1413812;

CONSIDERING THAT the building permit application was filed on October 2<sup>nd</sup>, 2025 (2025-00637) and that the work must be carried out within the time limit set out in By-law 645-2022 on Permits and certificates;

CONSIDERING THAT the urban planning advisory committee has reviewed the proposal and recommends that the council approve it;

It is proposed by Councillor Carole Patenaude  
And unanimously resolved by all councillors:



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TO APPROVE the PIA application, projected lot 6 693 943 rue du Plateau (4583-01-4754) for the construction of a main building for the Habitation group (single-family residence), in accordance with the plans and documents submitted, conditional on the following:

- A financial guarantee in the amount of \$25,000 be deposited for the execution of the engineering plans required by the Municipality, in order to ensure the compliance of the planned work for the development of the driveway, thus ensuring the proper management of runoff, erosion, and safe development;
- The financial guarantee be refunded after receiving confirmation of the compliance of the work performed.

### **532.12.25      NOMINATION OF THE DEMOLITION COMMITTEE MEMBERS**

---

WHEREAS Section 7 of By-law (634-2022) regarding the demolition of properties provides for the appointment of four (4) to three (3) council members;

WHEREAS this same section provides for the nomination of a committee president by Council;

It is proposed by Councillor Nicolem Bélanger-King  
IT IS RESOLVED:

TO APPOINT the following as members of the Municipality's demolition committee:

- Carole Patenaude
- Gillian Hartley ; and
- Louise Cossette

TO APPOINT Mrs. Carole Patenaude as President of the Demolition committee.

### **533.12.25      NOMINATION OF THE ENVIRONMENT ADVISORY COMMITTEE MEMBERS**

---

WHEREAS Section 6 of By-law (567-2019) on the Environmental Advisory Committee provides for the appointment of four (4) to seven (7) members, including one member of the council;

WHEREAS Sections 7 and 8 provide for the appointment of members by council resolution for a term of two (2) years;

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It is proposed by Councillor Leigh MacLeod

IT IS RESOLVED:

TO APPOINT the following individuals as members of the Environmental Advisory Committee for a (2) two-year term, specifically, from January 2026 to January 2028:

- Christiane Langevin;
- Louis Ménard;
- Kim Marineau;
- Geneviève Ouimet; and
- Anne Villeneuve.

### **534.12.25          NOMINATION OF THE PLANNING ADVISORY COMMITTEE MEMBERS**

---

WHEREAS section 11 of By-law (756-2024) provides that the term of office of members may be renewed for an additional period of two (2) years;

WHEREAS the term of office of all committee members has expired;

CONSIDERING THAT all members have expressed their interest in continuing their work on the committee;

It is proposed by Councillor Nicolem Bélanger-King

IT IS RESOLVED:

TO APPOINT the following as members of the Planning advisory committee for a (2) two-year term, specifically from January 2026 to January 2028;

- Jean Dutil;
- Claude P. Lemire;
- Carole Patenaude;
- Nathalie Garneau;
- James Jackson;
- Gillian Hartley;
- Robert Lavoie; and
- Clément Bastien.

### **535.12.25          NOMINATION OF THE VILLAGE CORE REVITALIZATION COMMITTEE MEMBERS**

---

WHEREAS the village core revitalization committee has been created;

WHEREAS the general election was held on November 2<sup>nd</sup>, 2025, and new council members were elected;

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It is proposed by Councillor Nicolem Bélanger-King

IT IS RESOLVED:

TO APPOINT the following as members of the village core revitalization committee:

- Louise Cossette;
- Gillian Hartley; and
- Nicolem Bélanger-King.

### **536.12.25      NOMINATION OF THE GREEN SPACES, PARKS AND TRAILS MASTER PLAN MONITORING COMMITTEE MEMBERS**

---

WHEREAS Resolution 340.08.25 created the Green spaces, parks and trails master plan monitoring committee and appointed its members;

WHEREAS the general election was held on November 2<sup>nd</sup>, 2025, and new council members were elected;

It is proposed by Councillor Leigh MacLeod

IT IS RESOLVED:

TO APPOINT the following individuals as members of the Green spaces, parks and trails master plan monitoring committee:

- Louise Cossette;
- Carole Patenaude;
- Gillian Hartley;
- Chris Schlachter
- James Jackson;
- Marie-Ève Gauthier; and
- Daniel Charbonneau.

### **537.12.25      APPROVAL IN PRINCIPLE – PROJECT FOR THE EXTENSION OF RUE DU MONTAGNARD**

---

WHEREAS By-law (753-2024) on agreements relating to municipal works and services;

WHEREAS a major subdivision project has been submitted, which aims to extend the existing private street “du Montagnard” by 200 meters and create five (5) separate lots with an area of 8,000 square meters or more on lot 6,533,232 in order to build single-family homes constituting phase 1 of the project;

WHEREAS the project plan was already approved at the November 12, 2025 meeting, through Resolution 474.11.25;

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WHEREAS the PIIA assessment meets the acceptable threshold for this project in terms of sustainable development;

WHEREAS the project complies with the objectives of By-law (647-2022) on site plans and architectural integration;

WHEREAS the developer has provided all the documents required under section 11 of By-law (753-2024) on agreements relating to municipal works and services;

WHEREAS the Urban Planning Advisory Committee recommends approving the project on condition that a contribution for parks, playgrounds, or natural spaces be paid in cash;

It is proposed by Councillor Carole Patenaude  
IT IS RESOLVED:

TO APPROVE, in principle, the subdivision plan and the contribution for the costs of parks, playgrounds, or natural areas in cash, according to the terms to be agreed upon between the developer and the Municipality at a later date as part of the memorandum of understanding on the completion of municipal works.

**538.12.25          FIRST DRAFT RESOLUTION – SPECIFIC CONSTRUCTION, ALTERATION OR OCCUPANCY PROPOSAL FOR AN IMMOVABLE (SCAOPI) FOR 680, CHEMIN DU VILLAGE**

---

WHEREAS this SCAOPI application has been processed in accordance with the provisions of By-law 648-2022 on SCAOPIs;

CONSIDERING THAT the objectives of the urban plan are respected;

CONSIDERING THAT the project complies with the objectives of the MRC des Pays-d'en-Haut land use and development plan and the provisions of the supplementary document to that plan;

CONSIDERING THAT the site is located in commercial zone C-4;

CONSIDERING THAT the main building was constructed in 2007;

CONSIDERING THAT the project consists of constructing an accessory building on screw piles with a surface area of 30 square meters;

CONSIDERING THAT current regulations authorize the construction of an accessory building when it rests on one of the following types of foundations:

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1. On continuous monolithic concrete foundations poured on site;
2. On a concrete slab on the ground;
3. On screw piles or concrete or steel piles, provided that at least 70% of the building's footprint is equipped with a foundation referred to in paragraphs 1 or 2, for integrated commercial projects only;

CONSIDERING THAT the location of the proposed accessory building complies with the provisions of the regulations;

CONSIDERING THAT the use of the proposed accessory building is the recovery of returnable beverage containers and is complementary to the IGA retailer;

CONSIDERING THAT the integration of the project into the built, architectural, and natural landscape in which it is located needs to be improved;

CONSIDERING THAT the Planning advisory committee studies the project and the request and are in agreement ;

It is proposed by Councillor Leigh MacLeod

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

APPROVE the application from PPCMOI at 680 Chemin du Village (4785-11-0528) for the construction of an accessory building on screw piles with a surface area of 30 m<sup>2</sup>, whereas the regulations allow for the construction of an accessory building when it rests on one of the following types of foundations:

1. Continuous monolithic concrete foundations poured on site;
2. A concrete slab on the ground;
3. Screw piles or concrete or steel piles, provided that at least 70% of the building's footprint is equipped with a foundation referred to in paragraphs 1 or 2, for integrated commercial projects only;

ALL OF THE ABOVE, CONDITIONAL on the colors of the exterior cladding harmonizing with the main building.

**539.12.25      MONTHLY REPORT FROM THE DIRECTOR**

---

The Director, Recreation, culture and community life presents Council with her monthly report as well as the list of authorized expenses during the month of November 2025 as per By-law (577-2019) regarding financial administration.

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**540.12.25 CONFIRMATION OF COMMITMENT TO THE MRC –  
HERITAGE AGREEMENT PROGRAMS OF THE DEPARTMENT OF CULTURE  
AND COMMUNICATIONS (MCC) – SUB-COMPONENT 4.1**

---

WHEREAS the Ministry of Culture and Communications' Heritage Agreement Program (PEP) is the essential financial lever for RCMs and municipalities to support heritage initiatives;

WHEREAS the MRC has approached the Municipality to gauge its interest in implementing a municipal program to support the restoration and preservation of heritage for private owners;

WHEREAS the MRC's intention to submit, for the benefit of the municipalities in its territory, an application for financial assistance to the MCC under the Heritage Agreements Program (PEP) – Sub-component 4.1, for the preservation and restoration of privately owned heritage properties that are classified, listed, inventoried, or located on a listed, classified, or declared heritage site;

WHEREAS the Municipality wishes to implement a municipal program to support the restoration and preservation of heritage for private owners, which requires a municipal financial contribution equivalent to the MCC's contribution paid through the MRC under the 2026-2028 PEP agreement, sub-component 4.1;

WHEREAS the Municipality must confirm to the MRC the amounts it intends to set aside for this municipal program, in exchange for an equivalent contribution from the MCC;

WHEREAS the Municipality must adopt, within three (3) months of the MCC's official announcement, a bylaw establishing its municipal restoration and preservation program, in accordance with the requirements of sub-section 4.1 of the PEP;

WHEREAS the Municipality's financial contribution will only be committed when a private owner submits an eligible application for financial assistance under the municipal program;

It Is proposed by Councillor Anne Villeneuve  
IT IS RESOLVED:

THAT the preamble form an integral part hereof;

CONFIRM to the MRC the Municipality's intention to adopt, within three (3) months of the MCC's announcement, a bylaw to implement a municipal heritage restoration and preservation program for private owners, in accordance with the requirements of sub-section 4.1 of the PEP;

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TO INVEST \$30,000 for the implementation of this program for the next three (3) years, conditional on matching funds from the MCC through the MRC;

TO AUTHORIZE the Mayor and the Director General, and they are hereby authorized, to sign, for and on behalf of the Municipality, any document required to give effect to this resolution.

### **541.12.25            RENEWAL – LOCAL HERITAGE COUNCIL MEMBERS**

---

WHEREAS Section 3 of By-law (622-2021) stipulates that the committee shall consist of three (3) to five (5) members, including one council member and two (2) to four (4) citizens;

WHEREAS section 7 of this by-law stipulates that the term of office of members is two (2) years and that it is possible to renew the term of office of members for an identical period;

WHEREAS the term of office of several committee members has expired;

It is proposed by Councillor Carole Patenaude

IT IS RESOLVED:

TO APPOINT the following persons as members of the local heritage council for a term of two (2) years, from January 2026 to January 2028:

- Michelle Prévost;
- James Jackson;
- Monique Laforest;
- Christiane Lefebvre; et
- Nicolem Bélanger-King.

### **542.12.25            ACQUISITION OF LOT 3 206 673 – RUE DES HUARTS**

---

WHEREAS the owners of lot 3 206 673, rue des Huarts, have proposed to donate their land to the Municipality;

WHEREAS this donation is made for a consideration of one dollar (\$1.00);

It is proposed by Councillor Nicolem Bélanger-King

IT IS RESOLVED:

THAT the preamble form an integral part of this resolution;

TO PROCEED with the acquisition of lot 3 206 673 from the owners, all for a consideration of one dollar (\$1.00);

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TO AUTHORIZE the mayor and the director general, and they are hereby authorized, to sign, for and on behalf of the Municipality, the above-mentioned deed of donation.

**543.12.25          AUTHORIZATION TO PUBLISH A NOTICE OF PRE-EMPTIVE  
RIGHT FOR LOT 3 206 927**

---

WHEREAS Section 5 of By-law (640-2022) on the exercise of the right of first refusal on real property within the territory provides that the council must designate a property affected by this right by resolution;

WHEREAS Lot 3 206 927 was formerly a quarry and is no longer in operation;

CONSIDERING THAT it is in the Municipality's interest to subject the lot to a right of first refusal given its location and size;

It is proposed by Councillor Carole Patenaude  
IT IS RESOLVED:

THAT the preamble form an integral part of this resolution;

TO SUBJECT lot 3 206 927 to a right of first refusal in accordance with the terms and conditions set out in sections 5 et seq. of By-law (640-2022) on the exercise of the right of first refusal on real estate within the territory;

TO MANDATE AND AUTHORIZE the Mayor and the Director general, and they are hereby mandated and authorized, to implement this resolution, including the awarding of a contract for professional services to register the pre-emptive rights, to the extent and in accordance with the provisions of the regulations in force in this matter.

**MAYOR'S REPORT**

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**QUESTION PERIOD**

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Council answers questions posed by the public.



**Municipality of Morin-Heights**

**544.12.25**      **END OF THE MEETING**

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The agenda having been completed, it is proposed by Councillor Leigh MacLeod that the meeting end at 20:40.

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



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Louise Cossette  
Mayor



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Hugo Lépine  
Director general /  
Registrar-treasurer

Twelve people attended the meeting.