

Municipality of Morin-Heights

PROVINCE OF QUEBEC ARGENTEUIL COUNTY MRC DES PAYS D'EN-HAUT

MINUTES

In case of discrepancy, the French version prevails over the English translation.

Minutes of the regular session of the Municipal council of Morin-Heights, held at the Community Room, 567, Village, on Wednesday, January 9th, 2013 at which were present Councillors Mona Wood, Peter MacLaurin, Jean Dutil, Jean-Pierre Dorais and Claude P. Lemire, forming quorum under the chairmanship of Mayor Timothy Watchorn.

Councillor Leigh MacLeod arrived at the meeting at 7:43 p.m.

The Director general, Yves Desmarais, is present.

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

01.01.13 ADOPTION OF THE AGENDA

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

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

3		ADMINISTRATION
3	1	Approval of the minutes
3	2	Finances
3	2	1 Expense statement
3	2	2 Statement of financial activities to December 31st, 2012
3	3	Correspondence
3	4	Personnel
3	4	1 Work hours - administrative services
3	4	2 Nomination - Michel Grenier
3	4	3 Opening of position - accountant
3	5	Resolution
3	5	1 Group insurance
3	5	2 Opposition to the legislative modifications of draft by-law 14
3	6	Regulations
3	6	1 Notice of motion - By-law 502-2012 regarding tariffs for services
3	6	2 Notice of motion - By-law 503-2012 regarding animal control
4		PUBLIC SAFETY
4	1	1 Monthly report from the Director
4	1	2
4	2	Personnel
4	2	1
4	3	Resolution
4	3	1
4	4	Regulations
4	4	1 Adoption of by-law SQ 05-2012-1 regarding cleanliness, safety, peace and order
4	4	2 Adoption of by-law SQ 02-2012-02 regarding alarm systems
5		PUBLIC WORKS
5	1	
5	2	Personnel
5	2	1 Hiring - labourer driver operator

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5	3	Resolution
5	3	1
5	4	Regulations
5	4	1
6		ENVIRONMENT & PARKS
6	1	
6	2	Personnel
6	2	1
6	3	Resolution
6	3	1
6	4	Regulations
7		URBANISM AND LAND DEVELOPMENT PLANNING
7	1	
7	1	2 Minutes of the Planning advisory committee meeting
7	2	Personnel
7	3	Resolution
7	3	1 Minor derogation - 12, Emmanuelle
7	4	Regulations
8		RECREATION DEPARTMENT
8	1	1 Monthly report from the Coordinator
8	1	2
8	2	Personnel
8	2	1 Hiring - cross-country ski personnel
8	3	Résolution
8	3	1 Duathlon Saint-Sauveur
9		New Business
10		Question period
11		End of the meeting

02.01.13 APPROVAL OF THE MINUTES

The minutes of the regular and special meetings of December 12th, 2012 were given to members of Council, by means of the electronic assembly file folder.

Consequently, the Director general is exempt from reading them.

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

That Council adopt the minutes of the regular and special meetings of December 12th, 2012.

03.01.13 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of December 2012 given to Council members by means of the electronic assembly as well as the list of authorized expenses as per the delegation of competency by-law 351.

Council has studied the lists and:

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

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

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December 1st to 31st, 2012	
Accounts to be paid	\$ 87,800.85
Accounts paid in advance	\$ 1 784,511.01
Total purchases	\$ 1 872,311.86
Direct bank payments for the month	\$ 5,164.26
Total expenses	\$ 1 877,476.12
Net salaries	\$ 134,569.35
GRAND TOTAL	\$ 2 012,045.47

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

STATEMENT OF FINANCIAL ACTIVITIES TO DECEMBER 31ST, 2012

The Director general presents Council, who acknowledge receipt of the statement of financial activities to December 31st, 2012.

CORRESPONDENCE

The Director general reviews the correspondence for the month of December 2012. Council acknowledges receipt of the letters presented to its members by means of the electronic assembly. The Director general will take action and follow up if necessary.

Correspondence received

- 1 UMQ: Mallette firm
- 2 Zéroco2: climat-municipalités program
- 3 Écocentre: 2012 statement
- 4 Town of Saint-Sauveur: Écocentre - press release
- 5 AGA: professional services
- 6 CLD Pays-d'en-Haut: bulletin
- 7 UMQ: group insurance
- 8 MSSI: Ski MH drinking water network
- 9 L. Measures: Lake Peter
- 10 MDDEP: environmental authorization
- 11 MTQ: Request for repairs to Route 364
- 12 UMQ: Municipal 'livre blanc'
- 13 Min. de la santé: infrastructures program
- 14 Min. culture: cultural heritage Act
- 15 FADOQ: annual report
- 16 Recyc-Québec: compensation for selective pick-up
- 17 Lalonde, Geraghty: invitation
- 18 MRC des Pays-d'en-Haut: By-laws 261-2012 to 269-2012 and 270-2012
- 19 TECQ 2010-2013
- 20 2013 calendar

Correspondence sent

- A M. Leclerc: snow removal - Crescent road
- B M. Kaine: work - Doral area
- C C. Champagne: dog park
- D SPCM: end of contract
- E J. Dubois: Ski Morin-Heights network
- F MAMROT: 2013 budgetary provisions
- G A. Lavallée: entrance - 153, Jackson
- H P. Bouchex: dam - Lac Alpino
- I S. Chepurniy: by-law regarding animals
- J Excavations R. Gauthier Inc.: complaint-snow removal

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04.01.13 WORK HOURS - ADMINISTRATIVE SERVICES

Considering Mrs. Karyne Bergeron holds the position of administrative assistant for the Recreation department since August 4th, 2008;

Considering the increase in tasks in the administrative department justifies the transition to a regular work week;

Considering the credits are provided for in the budget;

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

That Council authorize that Mrs. Bergeron's work week be extended to 35 hours/week as of January 21st, 2013 as per the conditions of the collective agreement in effect.

05.01.13 NOMINATION - MICHEL GRENIER

Considering Mrs. Ginette Charette, Director of administrative services' decision to retire this year;

Considering Mr. Michel Grenier has been employed by the municipality since September 10th, 2009, to the position of accountant;

Considering the credits are provided for in the budget;

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

That Council name Mr. Michel Grenier to the position of Director, administrative services as of February 4th, 2013.

That the remuneration be as stipulated in the Remuneration policy for management personnel, specifically class 5, echelon 9.

06.01.13 OPENING OF POSITION - ACCOUNTANT

Considering Mrs. Ginette Charette, Director, administrative services' decision to retire this year;

Considering the Mr. Michel Grenier's promotion to the position of Director, administrative services as of February 4th, 2013;

Considering the credits are provided for in the budget;

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

That Council open the position of accountant and authorize the Director general to begin the hiring process.

That Council authorize the transition process set-up by the human resource committee, more thoroughly described in the correspondence of November 5th, 2012.

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07.01.13 GROUP INSURANCE

Considering that on November 30th, the UMQ granted Groupe Mallette Actuaire Inc. the contract for professional services for a group insurance consultant for a group of employees in a municipal organization;

Considering the Municipality of Morin-Heights is part of this group;

Considering that in order to better protect the interests of municipalities and organizations that are members of a group, the UMQ intends to act as the insurer's representative;

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

That the municipality of Morin-Heights mandate the UMQ to act as representative to access its group insurance dossier with the insurer, while respecting the regulations for the protection of personal information.

Councillor Leigh MacLeod joins the meeting at 7:43 p.m.

08.01.13 OPPOSITION TO THE LEGISLATIVE MODIFICATIONS OF DRAFT BY-LAW 14

Considering the Municipality of Morin-Heights was recognized as having bilingual status as per the provisions of by-law 29.1 of the Charte de la langue française at the time of its adoption by the National assembly in 1977;

Considering the residents and council of the Municipality of Morin-Heights considers its municipality's recognition as per article 29.1 as essential to the community's character as both communities, french and english, have testified to its historical presence;

It is unanimously resolved by the council :

That the Municipality of Morin-Heights strongly opposes to the modifications made to Article 29.1 of the Charte and asks the members of the national assembly to withdraw all provisions of draft by-law 14.

A.M. 01.01.13 NOTICE OF MOTION BY-LAW 502-2012 REGARDING TARIFFS FOR SERVICES

Notice of motion is given by councillor Jean Dutil that by-law 502-2012 regarding tariffs for services will be presented at a future council meeting.

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

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**A.M. 02.01.13 NOTICE OF MOTION
BY-LAW 503-2012 REGARDING ANIMAL CONTROL**

Notice of motion is given by councillor Jean Dutil that by-law 503-2012 regarding animal control will be presented at a future council meeting.

**MONTHLY REPORT FROM THE DIRECTOR,
PUBLIC SAFETY**

The Director general presents Council who acknowledges receipt of the report regarding the emergency measures of December 21st, 2012 as well as the monthly report for the month of December 2012.

**09.01.13 ADOPTION OF BY-LAW SQ 05-2012-1 REGARDING
CLEANLINESS, SAFETY, PEACE AND ORDER**

Council members declare having received copy of the by-law 48 hours before the Council meeting, therefore, the members having declared reading the document, the Director general is exempt from its reading and gives a summary.

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

That by-law SQ 05-2012-1 be adopted as follows:

**BY-LAW SQ 05-2012-1
REGARDING CLEANLINESS, SAFETY, PEACE AND ORDER**

WHEREAS the Municipality adopted a by-law having number SQ 05-2012 regarding cleanliness, safety, peace and order on public roads, sidewalks, parks and public places within the Municipality ;

WHEREAS there is a need to make a correction to articles 2, 7 and 28 ;

WHEREAS a notice of motion to the present by-law was given at the meeting held on December 12th, 2012;

CONSEQUENTLY, it is ordained, statued and decreed as follows:

ARTICLE 1

Article 2 of said by-law is modified with the addition of the following definitions:

« public place » : An area accessible or attended by the public, among which, a commercial building, a commercial mall, sporting center, library, cultural center, education center, school yard, commercial parking area park or public garden

« loitering » : Hanging out in an area, moving around or not, without justification. Is considered as loitering, a person who is in a public area, without the property owner or occupant's authorization, loitering or not, without justification.

ARTICLE 2

Article 7 of said by-law is modified with the addition, after the words « ... two meters, », the following words :

« no one may let an animal loose in a public area or on private property other than the property belonging to the animal's owner. »

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ARTICLE 3

Article 28 is replaced with the following article :

ARTICLE 28 - SQ LOITER, SLEEP, LIVE, BEG

It is forbidden for anyone to, without reasonable motive and must prove, to loiter, sleep, live or beg on a road or park or in a public area.

ARTICLE 4

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

Timothy Watchorn
Mayor

Yves Desmarais
Director general
Secretary-treasurer

**10.01.13 ADOPTION OF BY-LAW SQ 02-2012-02 REGARDING
ALARM SYSTEMS**

Council members declare having received copy of the by-law 48 hours before the Council meeting, therefore, the members having declared reading the document, the Director general is exempt from its reading and gives a summary.

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

That by-law SQ 02-2012-02 be adopted as follows:

**BY-LAW SQ 02-2012-02
REGARDING ALARM SYSTEMS**

WHEREAS Council intends to make a precision to by-law SQ-02-2011 regarding alarm systems;

WHEREAS a notice of motion of the present by-law was given at the council meeting held on December 12th, 2012;

THAT THE FOLLOWING BE STATUED AND ORDAINED BY THE PRESENT BY-LAW, SUBJECT TO THE APPROVALS REQUIRED BY LAW, SPECIFICALLY:

ARTICLE 1

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

ARTICLE 2

Article 15 of by-law SQ 02-2011 is modified to be read as follows:

« ARTICLE 15

Constitutes an offence and renders the user liable to fines provided for in the present by-law, any setting off other than the first set-off of the system over a consecutive period of two (2) years in the case of a defect, malfunction of unnecessary setting-off.

ARTICLE 2

Article 19 of by-law SQ 02-2011 is modified to be read as follows:

« ARTICLE 19

1. Whomever contravenes to the provisions of Article 15 of the present by-law commits an offence.

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2. Whomever commits a first offence will receive a written warning.
3. Whomever commits a 1st offence to the same provision within a period of two (2) years of the 1st offence, is liable to a fine of at least ONE HUNDRED DOLLARS (\$ 100) if it pertains to an individual and of at least TWO HUNDRED DOLLARS (\$ 200) if it is a legal entity.
4. Whomever commits a 2nd offence to the same provision within a period of two (2) years of the first offence, is liable to a fine of at least TWO HUNDRED DOLLARS (\$ 200) if it is an individual and of at least FOUR HUNDRED DOLLARS (\$ 400) if it is a legal entity.
5. Whomever commits any subsequent offence to the same provision within a period of two (2) years of the first offence, is liable to a fine of at least THREE HUNDRED DOLLARS (\$ 300) if it is an individual and of at least SIX HUNDRED DOLLARS (\$ 600) if it is a legal entity.

In every case, legal costs are extra.

ARTICLE 3

Article 19.1 is added to said by-law to be read as follows:

Whomever commits an offence to any provision of the present by-law is liable to a fine of at least ONE HUNDRED DOLLARS (\$ 100) if it is an individual and of at least TWO HUNDRED DOLLARS (\$ 200) if it is a legal entity.

If an offence lasts for more than one day, each day of the offence constitutes a distinct offence and the penalties specified for each offence can be levied for each day of the offence, in accordance to the present article.

ARTICLE 4

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

Timothy Watchorn
Mayor

Yves Desmarais
Director general
Secretary-treasurer

11.01.13 HIRING - LABOURER DRIVER OPERATOR

Considering Council approved the hiring of a temporary labourer driver operator by its resolution 231.11.12;

Considering the credits are provided for in the budget at per the terms of the work agreement;

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

That Council authorize the hiring of Mr. Mathieu Groulx as temporary labourer driver operator as of November 26th, 2012.

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12.01.13 MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING

The Director General presents the minutes of the Planning Advisory committee meeting of December 11th, 2012;

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

That Council accept the minutes of the meeting of December 11th, 2012 and makes the pertinent recommendations.

13.01.13 MINOR DEROGATION - 12, EMMANUELLE

- The president of the assembly opens the consultation meeting regarding the minor derogation at 7:53 p.m.
- The president of the assembly gives the floor to the Director general who reads the proposal and explains the requested derogation.
- The president of the assembly invites anyone interested who were duly convened to this meeting by public notice dated December 12th, 2012 to be heard in this dossier.

Considering Council has received a request for minor derogation to by-law 416 aimed at reducing the west side setback in order to legalize the location of a house built in 1989, on lot 3 735 381 (12, Emmanuelle), cadastre of Quebec;

Considering the request is aimed at the property located on lot 3 735 381 at 12, Emmanuelle, within zone 28;

Considering this request was studied by the Planning Advisory committee who recommend to Council the approval of the request to reduce the west side setback, by resolution 44.12.12;

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

Consequently,

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

That Council grant the request to reduce west side setback from 4,5 meters to 2,99 meters for the main building only, as shown on the certificate of location prepared by surveyor Robert Lessard, minutes L-7668.

MONTHLY REPORT FOR THE DIRECTOR, SERVICE DES LOISIRS ET DE LA CULTURE

The Director general presents Council, who acknowledge receipt, of the report regarding the Morin-Heights cross-country ski and snowshoe network as well the list of expenses for the month of December 2012.

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14.01.13 HIRING - CROSS-COUNTRY SKI PERSONNEL

Considering Council authorized the hiring of clerks for the supervision of the skating rink by its resolution 247.11.12;

Considering there is a need to hire an additional clerk;

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

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

That Council authorize the hiring of an employee for the supervision of the skating rink for the 2012-2013 winter at the conditions established in the job description attached herewith as follows:

Name	Position	Hourly rate
Kevan Bats	Clerk	13.05 \$

15.01.13 SAINT-SAUVEUR DUATHLON

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

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

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

That Council authorize the use of roads and their partial sporadic closings for the holding of the Saint-Sauveur duathlon on September 14th, 2013.

That Council notify Sportriple that they are responsible for gathering volunteers and the necessary traffic personnel for this activity certified by the Minister of transport, 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.

NEW BUSINESS

QUESTION PERIOD

Council answers questions asked by the public.

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16.01.13 END OF THE MEETING

The agenda having been exhausted;

It is proposed by councillor Leigh MacLeod that the meeting ends at 8:05 p.m.

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

Timothy Watchorn
Mayor

Yves Desmarais
Director general
Secretary-treasurer

One person attended the meeting.