

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, November 13th, 2013 at which were present Councillors Mona Wood, Leigh MacLeod, Jean Dutil, Claude P. Lemire and Jean-Pierre Dorais, forming quorum under the chairmanship of Mayor Timothy Watchorn.

Councillor Peter MacLaurin is absent.

The Director general, Yves Desmarais, is present.

At 7:30 p.m., the Mayor states quorum, welcomes the public, congratulates council members for their re-election and then Council deliberates on the following dossiers.

211.11.13 ADOPTION OF THE AGENDA

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

That Council adopt the agenda as presented by Director general.

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|----------|----------|--|
| 3 | | ADMINISTRATION |
| 3 | 1 | Approval of the minutes |
| 3 | 1 | 2 |
| 3 | 2 | Finances |
| 3 | 2 | 1 Expense statement |
| 3 | 2 | 2 Statement of financial activities to October 31st, 2013 |
| 3 | 3 | Correspondence |
| 3 | 4 | Personnel |
| 3 | 4 | 1 Nomination of substitute mayors |
| 3 | 4 | 2 Nomination of council committees |
| 3 | 4 | 3 Mrs. Natasha Marinier dossier |
| 3 | 4 | 4 Mr. Michel Grenier dossier |
| 3 | 5 | Resolution |
| 3 | 5 | 1 2014 council meeting schedule |
| 3 | 5 | 2 Holiday office hours |
| 3 | 5 | 3 Employee group insurance contract |
| 3 | 5 | 4 Hydro-Quebec - New generation meters |
| 3 | 6 | Regulations |
| 3 | 6 | 1 Notice of motion - By-law 489-2014 regarding the Ethics and good conduct code for the representatives of the Municipality of Morin-Heights |
| 3 | 6 | 2 Notice of motion - By-law 512-2013 - Increase of the value of the working capital fund |
| 4 | | PUBLIC SAFETY |
| 4 | 1 | 1 Monthly report from the Director |
| 4 | 1 | 2 SQ activity report |
| 4 | 2 | Personnel |
| 4 | 2 | 1 |
| 4 | 3 | Resolution |
| 4 | 4 | Regulations |
| 4 | 4 | 1 Adoption of By-law 509-2013 which establishes health standards for properties throughout the Municipality of Morin-Heights |

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5		PUBLIC WORKS
5	1	Monthly report from the Director
5	2	Personnel
5	2	1 Hiring - Équipe 'B'
5	3	Resolution
5	3	1 Snow removal - Lac Théodore road
5	3	2 Snow removal of the St-Eugene parking area and Ramsay road
5	3	3 By-law 488 - Contract - work on Des Trois Pierre road
5	3	4 Property rental
5	4	Regulations
5	4	1 Notice of motion - By-law 511-2013 - Infrastructure work on Domaine Balmoral and a loan of \$ 1,000,000 in order to do so
6		ENVIRONMENT & PARKS
6	1	Monthly report from the Director
6	1	2
6	2	Personnel
6	2	1 Hiring for the trails maintenance
6	3	Resolution
6	3	1 Climat municipalité program
6	3	2 Trailer rental for Basler park
6	3	3 Agreement - maintenance of the cross-country ski equipment
6	4	Regulations
6	4	1
7		URBANISM AND LAND DEVELOPMENT PLANNING
7	1	Monthly report from the Director
7	1	2 Minutes of the Urban planning advisory committee
7	2	Personnel
7	2	1
7	3	Resolution
7	3	1 Minor derogation - 21, Sunset
7	3	2 PIIA - 815, Crescent road
7	4	Règlementation
7	4	1
8		RECREATION DEPARTMENT
8	1	1 Monthly report from the Director
8	1	2 Minutes of the library committee meeting
8	2	Personnel
8	2	1 Hiring of the cross-country ski personnel
8	2	2 Hiring for the skating rink supervision
8	3	Resolution
8	3	1 Contract for the maintenance of skating rinks
8	3	2 Agreement – Ski Morin-Heights – Snowshoe and cross-country ski network
9		New Business
10		Question period
11		End of the meeting

212.11.13 APPROVAL OF THE MINUTES

The minutes of the regular meeting of October 2nd, 2013 to members of Council, by means of the electronic assembly file folder.

The Director general notifies council that a correction has been made to resolutions 117.06.13 and 155.08.13.

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

That Council adopt the minutes of the regular council meeting of October 2nd, 2013 and takes note of corrections.

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213.11.13 EXPENSE STATEMENT

The lists of accounts payable and accounts paid during the month of October 2013 were 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.

The Mayor confirms that he has verified the list and recommends that Council approve the accounts.

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.

October 1st to 31st, 2013	
Accounts to be paid	672 561,85 \$
Accounts paid in advance	135 663,18 \$
Total purchases	808 225,03 \$
Direct bank payments for the month	4 249,75 \$
Total expenses	812 474,78 \$
Net salaries	141 786,50 \$
GRAND TOTAL	954 261,28 \$

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

STATEMENT OF FINANCIAL ACTIVITIES TO OCTOBER 31ST, 2013

The Director general presents Council, who acknowledge receipt of the statement of financial activities to October 31st, 2013.

CORRESPONDENCE

The Director general reviews the correspondence for the month of October 2013. 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 PDH Inc. - September 2013 bulletin
- 2 P. Dupuis: complaint regarding garbage
- 3 MADA: MRC plan
- 4 D. Groleau: paved surface
- 5 FQM: membership renewal
- 6 Royal Canadian Legion: Remembrance day
- 7 Hydro Quebec: installation of new meter
- 8 FQM: training calendar
- 9 Ultima: increase in amount of coverage
- 10 Polyvalente des monts: request for funding
- 11 RIDR - 2013 minutes
- 12 RIDR - non-compliant municipal pick-ups
- 13 -
- 14 L'Ombre-Elle: request for financing
- 15 MRC des Pays-d'en-Haut: public notice - election results
- 16 Ministère de la culture et des communications: brochure - cultural heritage

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- 17 Ultima: insurance coverage
- 18 J. Richard: health problems
- 19 MSSI: information - drinking water distribution system
- 20 MSSI: answer to J. Richard
- 21 Roland Richer: congratulations to the mayor
- 22 SQ: congratulations to the mayor
- 23 Gdg environnement: congratulations to the mayor
- 24 MRC des Pays-d'en-Haut: congratulations to the mayor
- 25 MSSI des Pays-d'en-Haut: congratulations to the mayor
- 26 Tricentris: bulletin

Correspondence sent

- A G. Basler: work on Deux Rivières road
- B R. MacDonald: work agreement
- C D. Marshall: 188, Loup Garou
- D MAMROT: By-law 488
- E J. Singh: 137, Lac Echo
- F R. Ducharme: culverts
- G B. Vaissade: speeding on Route 364
- H R. MacLaurin: water connection
- I R. Richard: thanks
- J A. Prescesky: Hurtubise road
- K Letters - servitudes on Village road
- L J. Miller: sandpit
- M J. Miller: sandpit - notice
- N MH elections: 2013 notice of results
- O J. Supper: 130, de Chauvenet
- P G. Brunet: signage

214.11.13 NOMINATION OF SUBSTITUTE MAYORS

Considering that in accordance with the Municipal Code, an Acting Mayor should be nominated in order to carry on duties for the Municipality in absence of the Mayor;

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

That this Council nominate the following Councillors as substitute mayor, for a period of three months each:

Date	Name
October 1st - December 31st, 2013	Claude P. Lemire
January 1st – March 31st, 2014	Leigh MacLeod
April 1st – June 30th, 2014	Jean Dutil
July 1st – September 30th, 2014	Jean Pierre Dorais
October 1st – December 31st 2014	Peter MacLaurin

That Council authorize that the quarterly payments of the professional fees for substitute mayor be paid once per year, around December 15th.

That Council authorize the following councillors to sign bank documents in the Mayor's absence; Councillors Leigh MacLeod, Claude Philippe Lemire, Jean Dutil, Jean-Pierre Dorais, along with co-signers, Director general, Yves Desmarais and Assistant secretary-treasurer, Michel Grenier.

215.11.13 NOMINATION OF COUNCIL COMMITTEES

Considering that Council may, as per the provisions of Article 82 of the Municipal Code, name committees in order to examine and study certain dossiers;

Considering these committees must notify Council of their work and that reports may not be in conformity before being adopted by Council;

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Considering that Council agrees that the distribution of tasks allow for a better operation of the Municipality;

Considering that the Mayor is a member of office of each of these committees;

Consequently,

And unanimously resolved by all councillors:

That Council name the committees:

Claude P. Lemire (Councillor, Seat 1)

President, Finance committee and work relations

Municipality's substitute Delegate to the council of mayors of the MRC des Pays-d'en-Haut

Member of the Planning advisory committee

Peter MacLaurin (Councillor, Seat 2)

President, Infrastructure committee

MADA delegate

Leigh MacLeod (Councillor, Seat 3)

President, Public safety committee (Sûreté du Québec, firefighters and first responders)

President, Recreation committee and responsible for family matters

Mona Wood (Councillor, Seat 4)

Responsible for questions regarding seniors and community affairs

Library delegate

Member of the MADA committee

Jean Dutil (Councillor, Seat 5)

President, public works committee

Group transportation delegate

Member of the Planning advisory committee

Animal control delegate

Jean-Pierre Dorais (Councillor, Seat 6)

President of the Environment and residual matters management plan

Member of the Planning advisory committee

Tri CFER delegate

Régie intermunicipale des déchets de la Route delegate

216.11.13 MRS. NATASHA MARINIER DOSSIER

Considering Mrs. Natasha Marinier has been employed by the Municipality since May 6th;

Considering the evaluation done at the end of the probation period was deemed 'very satisfactory';

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

That Council confirm Mrs. Natasha Marinier's permanent status to the management position of Responsible for accounts payable and paies.

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217.11.13 MR. MICHEL GRENIER DOSSIER

Considering Mr. Michel Grenier holds the position of Director, Administrative services since January 2013;

Considering Mr. Grenier was named assistant secretary-treasurer following Mrs. Ginette Charette's departure;

Considering Mr. Grenier obtained the OMA title "officier municipal agréé" from COMAQ;

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

That Mr. Grenier's salary scale be adjusted to number 10 as of January 2014.

That, from now on, this scale be adjusted as per the Municipality's salary policy for management employees.

218.11.13 2014 COUNCIL MEETING SCHEDULE

Considering 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 Dutil
And unanimously resolved by all councillors:

That the following calendar be adopted with regards to the holding of the municipal council's regular sittings for 2014 which will be held on the second Wednesday of the month and will begin at 7:30 p.m.:

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

That a public notice with the contents of the following calendar be published by the Director general and Secretary-treasurer, in accordance to the Act which regulates the Municipality.

219.11.13 HOLIDAY OFFICE HOURS

Considering the employees have requested that the holiday period be extended to Friday, January 3rd, 2014;

Considering all employees have accepted to take this day off at their own cost;

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

That exceptionally, municipal services will be closed on Friday, January 3rd, 2014.

That consequently, employees take the day off without pay.

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That a call-back to work, if necessary, will be at regular time.

220.11.13 EMPLOYEE GROUP INSURANCE CONTRACT

Whereas in accordance to Article 29.9.1 of the Loi sur les cités et villes et 14.7.1 du Code municipal, the Union des municipalités du Québec (UMQ) launched, in July 2013, a public request for tenders in order to obtain group insurance coverage for employees part of a municipal group (MRC, régies intermunicipales or municipal organizations) Quebec/ Beauce/ Portneuf/Mauricie/Laurentides;

Whereas at the time the present resolution will have been submitted to municipal council the offers received from insurers were analyzed by consultants, Groupe Mallette, which was then presented to a management committee of group representatives;

Whereas the board of directors of the Union des municipalités du Québec has, in accordance to the Law, followed the committee's recommendation;

Whereas at the time of the meeting of September 20th, 2013, the UMQ's board of directors has granted the group contract to SSQ Groupe financier, in accordance to the tender and the presented offer for group insurance services municipal employees (MRC, régies intermunicipales or municipal organizations) of this group;

Whereas the UMQ consultant will contact the person representing each municipality's group in mid-October in order to notify the of the value of the contract granted for the Municipality along with personalized rates, specifically for budget preparation;

Whereas that as per the Law, the Municipality of Morin-Heights is having been reputed to be a member of the group and contract;

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

That the preamble form an integral part herewith as if it were reproduced in its entirety.

That the Municipality of Morin-Heights confirm its membership to the UMQ in order to adhere to group insurance services for its employees and to the which was granted to SSQ Groupe financier pursuant to the public request for tenders.

That the contract granted will be for a maximum duration of five (5) years, as of January 1st, 2014.

That the Municipality of Morin-Heights agrees to supply the UMQ or a Mallette consultant, within the specified delays, all necessary information to process said contract.

That the Municipality of Morin-Heights agrees to respect the terms and conditions of said contract as if it had been directly entered into with the supplier to whom the contract has been granted by the UMQ.

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221.11.13 INSTALLATION OF NEW GENERATION METERS

Considering the MRC's council of mayors studied the dossier and has proposed a regional vision regarding this dossier;

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

That Council take note of the proposal adopted by the MRC's council with regards to supporting the unanimous motion of May 29th, 2013, by all political parties of the Quebec National Assembly, asking Hydro-Québec to offer its citizens the possibility of refusing the installation of new generation meters, without any additional costs.

A.M. 11.11.13 NOTICE OF MOTION BY-LAW 489-2014 REGARDING THE ETHICS AND GOOD CONDUCT CODE FOR THE REPRESENTATIVES OF THE MUNICIPALITY OF MORIN-HEIGHTS

Considering Council adopted By-law 489-2011 - Ethics and good conduct code for the representatives of the Municipality of Morin-Heights;

Considering that as per Article 13 of the Loi sur l'éthique et la déontologie en matière municipale, Loi chapitre E-15.1.0.1, every Municipality must, before March 1st that follows any general election, adopt a revised ethics and good conduct code which replaces the one already in effect, with or without modification;

Notice of motion is given by councillor Jean Dutil that by-law 489-2014 - Ethics and good conduct code for representatives of the Municipality of Morin-Heights will be presented for adoption at a future meeting.

A.M. 12.11.13 NOTICE OF MOTION BY-LAW 512-2013 - INCREASE THE VALUE OF THE WORKING CAPITAL FUND

Notice of motion is given by councillor Leigh MacLeod that by-law 512-2013 relating to the increase of the value of the working capital fund will be presented for adoption at a future meeting.

MONTHLY REPORT FROM THE DIRECTOR, SERVICE DE SÉCURITÉ INCENDIE

The Director general presents Council who acknowledges receipt of the monthly report for the month of October 2013 from the Director, Public safety.

SQ ACTIVITY REPORT

The Director general presents council, who acknowledge receipt, of the Sûreté du Québec's report to November 6th, 2013.

Council takes note of the actions to be taken during this period.

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222.11.13 ADOPTION OF BY-LAW 509-2013 WHICH ESTABLISHES HEALTH STANDARDS FOR PROPERTIES THROUGHOUT THE MUNICIPALITY OF MORIN-HEIGHTS

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 509-2013 be adopted as follows:

BY-LAW 509-2013 WHICH ESTABLISHES HEALTH STANDARDS FOR PROPERTIES THROUGHOUT THE MUNICIPALITY OF MORIN-HEIGHTS

Whereas as per Chapter VI of the Municipal competency Act, L.R.Q., c C-47.1, the Municipality may adopt a public health by-law;

Whereas it is within the citizens best interest that a by-law be in effect throughout the territory;

WHEREAS a notice of motion of the present by-law was given by councillor Leigh MacLeod at the council meeting held on August 14th, 2013;

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

ARTICLE 1 : DÉFINITIONS

The definition of the following words are as follows:

Competent authority

The Director, Urbanism department, members of his department or any other person designated by the municipal council.

Building

Construction used to house or shelter people, animals, goods or items.

Accessory building

Building or construction attached or not to a building to which it is dependent.

Basement

Part of a building located on the main or first floor and for which half or more of the measured height from the floor to ceiling is less than the average level of the levelled ground.

Issue

Means of evacuation connecting the exterior floor area including any door or stairway giving it access. Ladders and elevators are not considered as issues as per the present by-law.

Housing

Building which contains one or more rooms which may be used or destined to be used as an apartment for one or more people where meals may be prepared and consumed which include sleeping accommodations.

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An apartment must be equipped with a drinking water supply system, plumbing, heating and lighting which must be continuously maintained in good shape to be used for their intended purpose.

An apartment must at least have:

- a kitchen sink;
- a toilet;
- un sink;
- a bathtub or shower

All of this equipment must be directly connected to a plumbing and used water evacuation system.

The kitchen sink and the bathtub or shower must be connected to cold and hot water; the hot water temperature must not be inferior to 45 C°.

An apartment must be equipped with a permanent heating installation in proper operating order which allows the occupant to maintain, in livable spaces, a minimum temperature of 21 C°. This temperature must be maintained until the exterior temperature remains inferior to -23 C°. The interior temperature of an apartment must be measured at the center of each livable space, at one meter from the ground.

A vacant apartment of livable space must be equipped with a permanent heating installation which is set at a minimum temperature of 15 C°.

ARTICLE 2 : CLEANLINESS

A building or apartment must not affect a resident or public's health or safety with regards to its use or the state in which it is found.

The following are prohibited and must be removed:

Uncleanliness, deterioration or cluttering of a main building, apartment, balcony or accessory building.

The presence of dead animals.

The storage of the use of products or products that have toxic vapours of strong odours.

Leaving household garbage, refuse or recyclable material elsewhere than in containers used for these purposes as well as the accumulation, whether it be indoors or around a building, any combustible material, that because of their quantity, may present a fire hazard.

The congestion of an evacuation area.

An obstacle hindering the closing and locking of a door and the locking of a door within a required fire-safe separation.

The presence of ice or condensation on an interior surface other than a window.

The accumulation of debris, material, spoiled or putrid material, excrement or other unclean state.

The presence of vermin, rodents, insects or visible mold, as well as conditions which favour their proliferation.

An element of structure, its isolation which is caused by water or liquid infiltration or by a fire. This element must then be cleaned, completely dried or replaced in order to prevent and eliminate the presence of odour or mold and their proliferation. Material affected by fire which is not first quality must be replaced.

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ARTICLE 3 : MAINTENANCE

All parties or accessories of an apartment or main or accessory building other than those specified by the present by-law, must be maintained in proper order and be able to complete tasks for which they have been perceived.

All parties part of a main or accessory building must be strong enough to resist to live or dead weight to which they may be subjected to and be repaired or replaced, if necessary.

A balcony, gallery, pathway or exterior stairway must be free of snow accumulation or of any ice constituting in a danger or hinder its use.

The exterior siding of a main or accessory building, such as a roof, an exterior wall or foundation wall must be waterproof.

Surfaces and exterior components of a building or construction must be conceived and maintained in order to stop the intrusion of volatiles, vermin, de rodents, insects or other animals which may be a nuisance to the interior of a building and walls. These surfaces must appear uniform and have proper siding. They must be, if necessary, protected by paint, stain or product corresponding to the material to be protected.

Exterior openings along the building, such as a door and window as well as et their parameters, must be airtight.

Is prohibited, the presence of any water accumulation or humidity which may cause degradation of the structure or finishes or the presence of visible mold.

Walls and ceilings must be maintained in good shape without any holes or gaps. Siding that is peeling or comes apart, must be repaired or replaced.

Flooring must be maintained in good shape and must not have any mis-jointed planks, twisted, broken nor rotten or any other defect which may be dangerous or cause an accident.

The ground of an empty septic or cave must be dry and arranged in order to prevent or eliminate water infiltration.

A bathroom or powder room floor as well as the walls surrounding a shower or bath must be protected against humidity, covered with proper waterproof wall covering and maintained in a good state in order to prevent water infiltration on adjacent partitions.

The flooring of a common laundry room must be protected against humidity, covered with a product or waterproof wall covering in proper condition. It must also be cleaned periodically in order to preserve a clean laundry room.

Garbage chutes, garbage and recycling material containers as well as areas that are reserved for their storage must be maintained in good shape and periodically cleaned to keep the area clean.

ARTICLE 4 : NOTICE OF CORRECTION

Those authorized to apply the present by-law may forward a notice of correction to the property owner and, if necessary, to the lessee or occupant of a property which derogates to the present by-law.

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A notice of correction :

- the property's address;
- the nature of the infringement;
- the list of work to be done in order to render the property in conformity with the present by-law;
- the timeframe allotted to comply with the notice.

The person who receives a notice of correction as per Article 5 must complete the work within the required timeframe, within ten (10) days of the transmission of the notice of correction.

ARTICLE 5 : ADMINISTRATION

The competent authority is responsible for administering the present by-law.

The competent authority may recommend that Council take every necessary measure to stop any contravention to the present by-law.

The competent authority may require that a property owner undertake or have a test, analysis or verification done on material, equipment or on an installation in order to ensure its conformity to the by-law and that he produce a conformity, safety and proper operating certificate.

The competent authority may, in the case of a property owners' default, along with any other recourse stipulated by Law, undertake or have done, at the property owner's costs, anything required by the by-law with regards to said property. The competent authority may also proceed with the cancellation of health conditions described in Article 6 at the property owner's costs.

The Municipality may enclose a property which may present a danger should the property owner not be able to be found, or should he refuse, neglect or be unable to complete work aimed at eliminating this danger after having received an order from the competent authority.

Costs incurred by the Municipality for the application of the present article constitutes a priority debt on said property, such as and in the same order as debts aimed at in paragraph 5 of Article 2651 of the Quebec civil Code; these costs are also guaranteed by a legal mortgage on said property.

The competent authority may issue a notice ordered the evacuation and the closing of a building or apartment which does not comply to the by-law.

A building or part of a building or accessory building, if evacuated as per the by-law, either vacant or left in an abandoned state, must be closed or barricaded in order to restrict access and prevent any accident.

A building or apartment that has been evacuated or closed in accordance to the by-law cannot be lived in again until the required work to render it in compliance to the by-law has been completed.

ARTICLE 6: APPLYING THE BY-LAW

The competent authority, the Director or members of the Fire department along with the Director, Environment and parks are authorized to apply the present by-law and issue an infringement notice pertaining to any infringement to the present by-law.

Anyone authorized by council to apply the present by-law is authorized to visit and examine any property as well as the inside and outside of homes or any building whatsoever in order to verify if the present by-law is being respected.

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Property owners or occupants of these properties or buildings must allow anyone authorized by Council to enter the premises in order to verify and apply the present by-law.

ARTICLE 7 : PENALTY

Whomever contravenes to any provision of the present by-law commits an offence.

Whomever commits a first offence is liable to a fine of at least two hundred dollars (250 \$) and up to one thousand dollars (1 000 \$) if the offender is an individual, and of at least two hundred fifty dollars (250 \$) and at least two thousand dollars (2 000 \$) if the offender is of legal entity.

Whomever commits a second offence to the same provision is liable to a fine of at least four hundred dollars (400 \$) and of at least two thousand dollars (2 000 \$) if the offender is an individual and at least four hundred dollars (400 \$) and of at least four thousand dollars (4 000 \$) if the offender is of legal entity.

Whomever commits any subsequent offence to the same provision is liable to a fine of at least one thousand dollars (1 000 \$) and of at least two thousand dollars (2 000 \$) if the offender is an individual and of at least two thousand dollars (2 000 \$) and of at least four thousand dollars (4 000 \$) if the offender is of legal entity.

ARTICLE 8 : ENTERING INTO EFFECT

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

Tim Watchorn
Mayor

Yves Desmarais
Directeur general
Secretary-treasurer

MONTHLY REPORT FROM THE DIRECTOR, SERVICE DES TRAVAUX PUBLICS

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

223.11.13 HIRING - ÉQUIPE 'B'

Considering that as per Article 13.01 b) blue collars, of the collective agreement in effect, there is a evening shift at the public works department for the winter season, from December 1st, to April 15th;

Considering Mr. Mathieu Groulx was employed by the Municipality as temporary labourer until April 19th agrees to complete the winter team 2013-2014;

Considering the agreement entered into between the Municipality and the Union, SCFP, local 3950;

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

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That Council hire Mr. Mathieu Groulx to the position of labourer for the winter season as per the terms of the collective agreement in effect.

224.11.13 SNOW REMOVAL - LAC THÉODORE ROAD

Considering the snow removal of the Lac Theodore must be entrusted to a private company because of its location;

Considering the Municipality has received an offer from Excavation 2013 Inc. Jean Paul Richer;

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

That Council grant the snow removal contract including the spreading of abrasives and de-icing of Lac Théodore road for the 2013-2014 winter to Excavation 2013 Inc. Jean Paul Richer for a total of \$ 9,657.90, taxes included.

That the Director general be authorized to sign the service agreement for which he is authorized to make the payment as per the terms of the document requesting a quote for which a copy is attached herewith forming an integral part hereof.

225.11.13 SNOW REMOVAL OF THE ST-EUGENE PARKING AREA AND RAMSAY ROAD

Considering the snow removal of the St-Eugene Parish must be entrusted to a private company;

Considering the Municipality has received an offer from Construction Stewart;

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

That Council grant the snow removal contract of the St-Eugene Parish parking area for the 2013-2014 winter to Construction Stewart for a total of \$ 3,950, plus taxes and of \$ 1,900 for the snow removal of Ramsay road.

That the Director general be authorized to sign the service agreement for which he is authorized to make the payment as per the terms of the document requesting a quote for which a copy is attached herewith forming an integral part hereof.

226.11.13 BY-LAW 488 - CONTRACT - WORK ON DES TROIS -PIERRE ROAD

Considering the Municipality has proceeded with a call for tenders for the upgrading to municipal norms of des Trois-Pierre road;

Considering Council has received the following offers:

Considering the recommendation from Équipe Laurence, engineers in the dossier, is to accept the lowest offer in conformity:

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LES ENTREPRISES CLAUDE RODRIGUE INC.	347 736,14 \$
DAVID RIDDELL EXCV./TRANSPORT	367 794,68 \$
MBN CONSTRUCTION INC.	418 080,98 \$
DANIEL FILION EXCAVATION	422 590,61 \$
9088-9569 QUÉBEC INC.	437 927,98 \$
DUROKING CONSTRUCTION INC.	465 758,28 \$
SINTRA INC.	496 347,08 \$
TERRA LOCATION INC.	569 674,14 \$

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

That the contract for the upgrading to municipal norms of des Trois-Pierre road be granted to Les entreprises Claude Rodrigue Inc. for the amount of \$ 347,736.14, including taxes.

227.11.13 LAND RENTAL

Considering the Municipality needs a turnaround area for its snow removal equipment for the 2013-2014 winter;

Considering an agreement was entered into with the property owner, Mrs. Anne Elizabeth Berger, located on the border of the Municipality of Morin-Heights and Sainte-Adèle;

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

That Council ratify the decision to enter into an agreement, for the 2013-2014 winter for the use of the site.

That Council authorize the payment of \$ 1,000 in order to do so.

A.M. 13.11.13 NOTICE OF MOTION BY-LAW 511-2013 - INFRASTRUCTURE WORK ON DOMAINE BALMORAL

Notice of motion is given by councillor Jean Dutil that by-law 511-2013 - Infrastructure work on Domaine Balmoral and a loan of \$ 1 000 000 in order to do so will be presented at a future meeting.

MONTHLY REPORT FROM THE DIRECTOR, SERVICE DE L'ENVIRONNEMENT

The Director general presents to Council, who acknowledge receipt, the monthly report from the Director, service de l'environnement et des parcs and the report pertaining to water networks.

228.11.13 HIRING FOR THE TRAILS MAINTENANCE

Considering the report presented by the Directeur du service de l'environnement et des parcs dated November 6th, 2013;

Considering the amounts are provided for in the Service de Environment et des parcs department's current operations budget;

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

That Council authorize the hiring of Mr. Richard Nesbitt, Darren Green and Regan Moran as a trails maintenance worker for the Fall 2013 and Winter 2014 for the trails maintenance at the conditions established in the *Politique de rémunération des employés de ski de fonds et de raquette*.

Employee	Title
Rick Nesbitt	Trail maintenance supervisor- Echelon 9
Darren Green	Trail maintenance worker - Echelon 9
Regan Moran	Trail maintenance worker - Echelon 3

229.11.13 CLIMAT-MUNICIPALITÉ PROGRAM

Considering the preparation of the action plan for the reduction of greenhouse effect gas emissions (GES) which was done in accordance to the Climat municipalités program requirements;

Considering 10 actions stem from this action plan;

Considering these 10 actions are planned for the short term, specifically 2013-2017;

Considering the program does not set a minimal target and lets the municipal council decide whether to adopt an adequate target;

Considering the Municipality of Morin-Heights is a member of the MDDEFP's Climat municipalité program;

Considering that within this program, the Municipality of Morin-Heights must voluntarily adopt a target for GES reduction;

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

That the Municipality of Morin-Heights adopt a voluntary target for the reduction of greenhouse effect gas emissions (GES) of 4 % for the corporative section and 0.2% for the group section with regards to 2009 within the "Plan d'action visant la réduction des émissions de GES 2013-2017".

230.11.13 TRAILER RENTAL FOR BASLER PARK

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

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

Considering the proposal from ATCO structure et logistics, which is attached herewith;

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

That Council authorize the rental of a trailer for the period of December 1st, 2013 to April 1st, 2014, for an expense of \$ 4,252, before taxes.

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

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**231.11.13 AGREEMENT - MAINTENANCE OF THE CROSS
-COUNTRY SKI EQUIPMENT**

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

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

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

That Council authorize the Director general to sign for and in the name of the Municipality, the contract for the maintenance of equipment and their storage for the 2013-2014 winter with Mr. Nick McCullough for the amount of \$ 6,700 as described in the report prepared by the Directeur, service de l'environnement et des parcs dated October 2nd, 2012 which is attached herewith forming an integral part hereof.

**MONTHLY REPORT FROM THE DIRECTOR,
SERVICE DE L'URBANISME**

The Director general presents Council who acknowledge receipt of the monthly report for October 2013 from the Director, Service de l'urbanisme.

**232.11.13 MINUTES OF THE PLANNING ADVISORY COMMITTEE
MEETING**

The Director General presents the minutes of the Planning Advisory committee meeting of October 29th, 2013;

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

That Council accept the minutes of the meeting of October 29th, 2013 and make the pertinent recommendations.

233.11.13 MINOR DEROGATION - 21, SUNSET

- The president of the assembly opens the consultation meeting regarding the minor derogation at 8:03 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 October 23rd, 2013 to be heard in this dossier.

Considering Council has received a request for minor derogation to zoning by-law 416 aimed at reducing the required south-west lateral set-back for the construction of a veranda attached to the main building;

Considering the request is aimed at the property located at 21, Sunset road on lot 3 957 075 within zone 36;

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Considering this request was studied by the Planning Advisory committee who recommend to Council the approval of the request by resolution 37.10.13;

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

Consequently,

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

That Council grant the derogation with regards to authorizing the construction of an attached veranda at 21, Sunset road on lot 3 957 075 at a distance inferior to the required set-back as per zoning by-law 416 for the affected zone, specifically the lateral south-west set-back to 3,10 meters instead of 4,5 meters for the veranda, as specified in the development plan prepared by surveyor Jean-Pierre Caya, minutes 9716.

234.11.13 PIIA - 815, CRESCENT ROAD

Considering the Urbanism Department has received a request for a permit for the construction of a new carport in the front yard of the property located at 815 Crescent, within zone 40;

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

Considering this request was studied by the Planning Advisory Committee and that the Committee is favourable to the request submitted by resolution 38.10.13;

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

That Council recognize the Planning Advisory Committee's recommendations and authorize the Building inspector to issue the construction permit for a carport at 815, Crescent road.

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

The Director general presents Council, who acknowledge receipt, of the monthly report for the month of October 2013 as well as the list of expenses and the statements of the results of various activities.

MINUTES OF THE LIBRARY COMMITTEE MEETING

The Director general presents Council, who acknowledge receipt of the minutes of the meeting of the library committee meeting dated October 8th, 2013.

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235.11.13 HIRING OF THE CROSS-COUNTRY SKI PERSONNEL

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

Considering the Director, Service des loisirs has presented Council with a job description regarding these positions dated November 4th, 2013;

Considering these credits are available in the 2013-2014 operations budget;

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

That Council authorize the hiring of the following employees at the conditions established in the "Salary policy for cross-country ski employees":

Names	Position	Echelon
Sylvia Fendle	Clerk	7
Pascale Geerligs	Clerk	3
Karen Lukanovitch	Patroller	3
Richard Verdon	Patroller	2
Jason Signer	Clerk / Patroller	1
Jérémie Martin	Clerk / Patroller	1

236.11.13 HIRING - SKATING RINK SUPERVISION

Considering the report prepared by the Director, Service des loisirs dated November 4th, 2013;

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

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

That Council authorize the hiring of an employee for the supervision of the skating rink for the 2013-2014 winter at the conditions established in the job description attached herewith as follows:

Name	Position	Hourly rate
Roberta Hurwitz	Clerk	13,31 \$
Andréann Sauriol	Clerk	13,31 \$

237.11.13 CONTRACT FOR THE MAINTENANCE OF SKATING RINKS

Considering the contract prepared by the Director, Service des loisirs;

Considering that Council grant the contract for the preparation and maintenance of the skating rinks for the 2013-2014 winter and approve the terms;

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

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

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That Council approve the terms of the contract for the preparation and maintenance of the skating rinks which is attached herewith forming an integral part hereof for the 2013-2014 winter for the amount of \$ 8,911, taxes included.

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

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

238.11.13 AGREEMENT - SKI MORIN-HEIGHTS - SNOWSHOE AND CROSS-COUNTRY SKI NETWORK

Considering the Municipality's 27 km snowshoe network includes 12 km located on the Ski Morin-Heights' property;

Considering the Municipality maintains a cross-country ski network of approximately 60 groomed km including the aerobic corridor and 90 km of nordic network and Ski Morin-Heights is authorized to sell tickets on consignment;

Considering there is a need to approve an agreement in reciprocity with regards to the sale of tickets sold in order to access the Ski Morin-Heights network;

Considering the report prepared by the Coordinator, Recreation department dated November 4th, 2013;

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

That Council approve the main lines of the agreement to be entered into with Ski Morin-Heights and authorizes the Director general to sign the document.

QUESTION PERIOD

Council answers questions asked by the public.

239.11.13 END OF THE MEETING

The agenda having been exhausted;

It is proposed by councillor Claude P. Lemire that the meeting ends at 8:27 p.m.

I have approved each and every resolution in these minutes

Timothy Watchorn
Mayor

Yves Desmarais
Director general

Six people attended the meeting.