

**MINUTES  
VILLAGE OF NORTH HATLEY  
AUGUST 27, 2018**

AT AN EXTRAORDINARY MEETING of Municipal Council at the Municipal Office at 5 p.m.

PRESENT are the following Councillors:

- |                           |                              |
|---------------------------|------------------------------|
| 1. Pauline Farrugia       | 4. Elizabeth Fee             |
| 2. Marcella Davis Gerrish | 5.                           |
| 3. Guy Veillette          | 6. Alexandre-Nicolas LeBlanc |

ABSENT:

QUORUM is present with Mayor Michael Page presiding.

ALSO PRESENT are Daniel Décary, Director-General and Secretary-Treasurer and Bruno Bélisle, Assistant Secretary-Treasurer.

**AGENDA**

1. Adoption of the Agenda
2. Question Period
3. PIIA – rooftop terrace and building renovation project on lot 4 028 910, 110, rue Main
4. PIIA - residence on lot 4 028 726, 2085, chemin du Lac
5. PIIA - North Hatley school, lot 4 028 932, 110, rue School
6. PIIA - residence on lot 4 028 678, 4215, chemin Magog
7. PIIA - residence on lot 4 029 099, 3130, chemin Capelton
8. PIIA - residence on lot 4 028 885, 1025, rue Massawippi
9. PIIA - residence on lot 4 029 161, 555, chemin de la Rivière
10. PIIA - residence construction on lot 5 467 885, rue Rublee
11. Hiring of a Municipal Inspector
12. Meeting Adjourned

**2018-08-27.01**

**ADOPTION OF THE AGENDA**

UPON PROPOSAL DULY MOVED BY MARCELLA DAVIS GERRISH  
COUNCILLORS UNANIMOUSLY RESOLVE

That the Agenda be adopted as presented.

PASSED

**2018-08-27.02**

**QUESTION PERIOD ON ITEMS LISTED ON THE AGENDA**

PAUL ST-PIERRE

DETAILS ON THE HIRING OF THE  
MUNICIPAL INSPECTOR

PAUL ST-PIERRE

WHAT IS THE COST OF A SPECIAL OR  
EXTRAORDINARY MEETING?

PAUL ST-PIERRE

HAVE IRREGULARITIES POINTED OUT  
REGARDING A PIIA BEEN SETTLED FOR  
AN ITEM ON THE AGENDA?

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2018-08-27.03

**PIIA – ROOFTOP TERRACE AND BUILDING RENOVATION PROJECT ON LOT  
4 028 910, 110, RUE MAIN**

WHEREAS CCUP members are unanimous in their approval of the project;

WHEREAS CCUP members recommend the following change:

1. That particular attention be given to the exterior lighting so as not to create light pollution, both for the neighbourhood and for the preservation of the night sky (therefore use of lampshades);

WHEREAS CCUP members, in consideration that the current building does not meet rear setback criteria, require the following:

1. That the proposed plan for the second floor fall within the required backyard limit of the property;

WHEREAS CCUP members, as the current building must meet integrated building design criteria, require the following:

2. That the railing be made of balusters similar to those proposed in the plans previously included in the file;
3. That the siding colour be the one proposed in the plans previously included in the file – beige-grey (Cape Cod style);
4. That the siding for the side and back walls be of wood;

Consequently, it is recommended that Council adopt a resolution for the approval of the project with the stated recommendations and requirements.

**UPON PROPOSAL DULY MOVED BY ELIZABETH FEE  
THE COUNCILLORS UNANIMOUSLY RESOLVE**

THAT Council approve the recommendation of the CCUP.

PASSED

2018-08-27.04

**PIIA – RESIDENCE ON LOT 4 028 726, 2085, CHEMIN DU LAC**

WHEREAS CCUP members by a majority approve of the project (2 disapprove);

WHEREAS it includes a component reminiscent of summer residences with beams supporting the rooftop, as can be seen in the Village;

WHEREAS the main siding material for the renovation and expansion is wood;

WHEREAS the expansions will not obstruct the view of neighbouring residences and there is a slope at the back of the residence;

WHEREAS the building is constructed in a manner that suits the location (the property) located at the lakeside;

WHEREAS CCUP members have made the following recommendations:

1. That the roof overhangs be balanced from one to the other;
2. That the tree located at the site of the pool, a Norwegian maple, can be removed;
3. That a close study be made of the surface area of the demolition project and that the file be handled in accordance with the by-law on demolition.

WHEREAS CCUP members, considering that the site development must be carried out in accordance with the PIIA by-law and the zoning by-law of the Village of North Hatley, have stated the following requirements:

1. That the 1.5 m glass fence, stated as 48 in in the plan, installed at the front setback and for the purpose of providing protection around the pool, be put up at the edge of the non-slip pool deck that should not exceed 1 m in width;
2. That the maple located to the south of the driveway and identified in the plan be protected and preserved during the work project;

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Consequently, it is recommended that Council adopt a resolution for the approval of the project with the stated recommendations and requirements.

UPON PROPOSAL DULY MOVED BY GUY VEILLETTE  
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council approve the recommendation of the CCUP.

PASSED

**2018-08-27.05**

**PIIA – NORTH HATLEY SCHOOL, LOT 4 028 932, 110, RUE SCHOOL**

WHEREAS CCUP members unanimously approve the project to change the existing gymnasium windows at the school to install fixed pane or picture windows in the existing window spaces of the brick siding of the gymnasium;

WHEREAS CCUP members have no comments to make.

Consequently, it is recommended that Council adopt a resolution to approve the project.

UPON PROPOSAL DULY MOVED BY ALEXANDRE-NICOLAS LEBLANC  
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council approve the recommendation of the CCUP.

PASSED

**2018-08-27.06**

**PIIA - RESIDENCE ON LOT 4 028 678, 4215, CHEMIN MAGOG**

WHEREAS CCUP members unanimously approve the proposed changes to the back balconies, the expansion to the left side and along the rear section of the kitchen, repairs to and closing off of the 2<sup>nd</sup> floor balcony for the purpose of a living space;

WHEREAS CCUP members recommend the following requirements to the project:

1. That the colour of the woodwork and framing remain green;
2. That the colour of the doors be coordinated;
3. That the dormer roof at the center of the back section of the building be changed for a single pitched roof dormer ( like the original pitch), with a greater roof pitch than the original if wanted, without it reaching up to the ridge line of the main roofing;

Consequently, it is recommended that Council adopt a resolution to approve the project with the stated conditions.

UPON PROPOSAL DULY MOVED BY PAULINE FARRUGIA  
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council approve the recommendation of the CCUP.

PASSED

**2018-08-27.07**

**PIIA - RESIDENCE ON LOT 4 029 099, 3130, CHEMIN CAPELTON**

WHEREAS CCUP members unanimously approve the proposed changes to the existing sheet metal roof with a new sandstone-red sheet metal roof at the firm of MAC;

WHEREAS CCUP members have made the following recommendation:

1. That the colour of the door and window framings be coordinated with that of the roofing.

Consequently, it is recommended that Council adopt a resolution to approve the project with the stated recommendation.

UPON PROPOSAL DULY MOVED BY ELIZABETH FEE

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THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council approve the recommendation of the CCUP.

PASSED

**2018-08-27.08**

**PIIA - RESIDENCE ON LOT 4 028 885, 1025, RUE MASSAWIPPI**

WHEREAS CCUP members unanimously approve the proposed changes to the colours of the main residence, a cream-beige siding and IKO driftwood asphalt shingle, as indicated in the PIIA file;

WHEREAS CCUP members have no comments to make.

Consequently, it is recommended that Council adopt a resolution to approve the project.

UPON PROPOSAL DULY MOVED BY GUY VEILLETTE  
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council approve the recommendation of the CCUP.

PASSED

**2018-08-27.09**

**PIIA -RESIDENCE ON LOT 4 029 161, 555, CHEMIN DE LA RIVIÈRE**

WHEREAS CCUP members unanimously approve the proposed changes to the siding of the residence with raspberry coloured clapboard and multi-grey roofing as installed;

WHEREAS CCUP members have made the following recommendation:

1. That the exterior perimeter below floor level at the front of the house and ground level be closed in (ex.: trellis or fibre cement panels or boards).

Consequently, it is recommended that Council adopt a resolution to approve the project with the stated condition.

UPON PROPOSAL DULY MOVED BY ALEXANDRE-NICOLAS LEBLANC  
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council approve the recommendation of the CCUP.

PASSED

**2018-08-27.10**

**PIIA - RESIDENCE CONSTRUCTION ON LOT 5 467 885, RUE RUBLEE**

WHEREAS CCUP members unanimously approve the proposed changes to the front setback by 12.79 m as approved at the last municipal Council meeting (resolution 2018-07-09.08.4) to reduce the front setback to 10.64 m, or by 4 m in relation to the next door residence as permitted under the PIIA by-law for the rue Rublee area;

WHEREAS CCUP members have no comments to make.

Consequently, it is recommended that Council adopt a resolution to approve the project.

UPON PROPOSAL DULY MOVED BY GUY VEILLETTE  
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council approve the recommendation of the CCUP.

PASSED

**2018-08-27.11**

**HIRING OF A MUNICIPAL INSPECTOR**

WHEREAS the post of Municipal Inspector is vacant;

WHEREAS a call for applications and a selection process were put into place in order to fill the vacant post;

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WHEREAS the candidacy of Mrs Fannie Pelletier-Beaudry was retained following the selection process;

UPON PROPOSAL DULY MOVED BY GUY VEILLETTE  
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council proceed with the hiring of Mrs Fannie Pelletier-Beaudry as Municipal Inspector, in accordance with hiring criteria discussed and approved by all parties, notably the work conditions offered to group 1 employees as described in the personnel management guide (August 2014) which are outlined in a contract establishing employment conditions for Mrs Pelletier-Beaudry;

THAT the start date of employment for Mrs Pelletier-Beaudry be set at October 1, 2018;

THAT Mrs Pelletier-Beaudry be subject to a probationary period of six months from the start date of employment;

THAT the Mayor, Michael Page, and the Director-General/Secretary-Treasurer, Daniel Décary, be authorized to sign the employment contract on behalf of the Municipality;

THAT funds required for payment of salary for Mrs Pelletier-Beaudry be taken from budgetary item 02 610-00-141.

PASSED

**2018-08-27.12**

**MEETING ADJOURNED**

At 5:30 p.m., all issues on the Agenda having been addressed;

UPON PROPOSAL DULY MOVED BY MARCELLA DAVIS-GERRISH  
THE COUNCILLORS UNANIMOUSLY RESOLVE

That the meeting be concluded and adjourned.

PASSED

\_\_\_\_\_  
Michael Page  
Mayor

\_\_\_\_\_  
Daniel Décary  
Director-General and Secretary-Treasurer

I, Michael Page, confirm that the signing of these Minutes is equivalent to the signing by me of all the resolutions contained herewith in accordance with Article 142 (2) of the Municipal Code.

This is not an official document. It has been translated from the French for information purposes only. In the event of a discrepancy between the French and the English documents, the French will prevail. E.&O.