

**MINUTES
VILLAGE OF NORTH HATLEY
FEBRUARY 4, 2019**

AT A REGULAR MEETING of Municipal Council held at the Community Centre at 7:05 p.m.

PRESENT are the following Councillors:

- | | |
|---------------------------|------------------------------|
| 1. Pauline Farrugia | 4. |
| 2. Marcella Davis Gerrish | 5. Aaron Patella |
| 3. Guy Veillette | 6. Alexandre-Nicolas Leblanc |

ABSENT: Elizabeth FEE

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 – FEBRUARY 4, 2019

1. Adoption of the Agenda
2. Adoption of the Minutes of the Regular Meeting held January 14, 2019
3. Information from Council members
4. Question Period on Items listed on the Agenda

ADMINISTRATION, TOWN CLERK AND LEGAL AFFAIRS

HUMAN RESOURCES AND WORK RELATIONS

5. By-law 2019-619 replacing By-law 2011-556 on remuneration for elected officials – Adoption
6. Employee 04-0026 – End of employment
7. Employee 02-0022 – Resignation
8. Maintenance of skating rinks and chalet – Award of Contract
9. Hiring of an employee for Public Works

FINANCE AND TREASURY

10. Approval of Accounts Payable
11. Reports on Net Salaries – 2019-01

ENGINEERING AND PUBLIC WORKS

12. Purchase of a snow blower

URBANISM, HERITAGE AND ENVIRONMENT

13. By-law 2019-620 amending By-law 2001-435 on permits and certificates – Notice of Motion
14. By-law 2019-620 amending By-law 2001-435 on permits and certificates – Presentation
15. Revamping of the Parc de la Rivière play area – Plans, estimates and work project oversight – Award of Contract

CULTURE, RECREATION AND COMMUNITY LIFE

PUBLIC SECURITY

16. Civil Protection – Request for financial assistance - Part 2
17. Canadian Red Cross – Donation

OTHER BUSINESS

18. Question Period on Issues of local public interest
19. Meeting Adjourned

2019-02-04.01

ADOPTION OF THE AGENDA

I, ALEXANDRE-NICOLAS LEBLANC, MOVE

THAT the Agenda be adopted with the addition of an Item under OTHER BUSINESS.

PASSED

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2019-02-04.02 ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD JANUARY 14, 2019

I, MARCELLA DAVIS-GERRISH, MOVE

THAT the Minutes of the Regular Meeting held January 14, 2019 be adopted.

PASSED

2019-02-04.03 INFORMATION FROM COUNCIL MEMBERS

The Mayor and Councillors inform citizens on their various files and on upcoming events.

2019-02-04.04 QUESTION PERIOD ON ITEMS LISTED ON THE AGENDA

(10) citizens are present at the Meeting.

CITIZENS

PAUL PARKER
DONALD WATT
MRS MOLINAR

DOMINIQUE FREMINET
MICHAEL GRAYSON

MRS KRISTA FIDLER

MRS KRISTA FIDLER

PAUL ST-PIERRE
MICHAEL GRAYSON

ISSUES

STATUS OF THE BOIL WATER ADVISORY
REASON FOR A BOIL WATER ADVISORY
PUMP THE WATER DIRECTLY INTO THE LAKE
RATHER THAN THROUGH THE NETWORK
START TIME OF THE ADVISORY
WATER QUALITY FOLLOWING THE
ADVISORY
SOME RESIDENCES DID NOT RECEIVE THE
ADVISORY
WHY IS ONE SECTION OF THE VILLAGE MORE
PRONE TO POWER OUTAGES
REASON FOR A NUMBER OF ADVISORIES
SKATING RINK

2019-02-04.05 BY-LAW 2019-619 REPLACING BY-LAW 2011-556 ON REMUNERATION FOR ELECTED OFFICIALS – ADOPTION

WHEREAS a Notice of Motion was given on January 14, 2019 and the proposed by-law was presented at the said meeting;

WHEREAS all Council members present at the meeting declared having read the by-law and dispensed with further reading;

WHEREAS copies of the proposed by-law were made available to the public at the beginning of the present meeting, as required under the Municipal Code;

I, GUY VEILLETTE, MOVE

THAT the By-law entitled 'By-law 2019-619 replacing By-law 2011-556 on remuneration for elected officials' be adopted.

PASSED

2019-02-04.06 EMPLOYEE 04-0026 – END OF EMPLOYMENT

WHEREAS difficulties were encountered by the employee in providing the services needed to meet anticipated results;

WHEREAS the employee underestimated the requirements to fulfill assigned tasks and was not able to remedy the situation in a timely manner;

WHEREAS the Municipality was obligated to quickly correct the situation;

I, AARON PATELLA, MOVE

THAT municipal Council for the Village of North Hatley approve the end of the mandate for employee 04-0026, set for January 17, 2019.

2019-02-04.07 EMPLOYEE 02-0022 – RESIGNATION

WHEREAS the resignation by employee 02-0022 was submitted on January 11, 2019;

I, PAULINE FARRUGIA, MOVE

THAT the Municipality accept the resignation of employee 02-0022.

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PASSED

2019-02-04.08

MAINTENANCE OF THE SKATING RINKS AND CHALET – AWARD OF CONTRACT

WHEREAS a service contract was concluded to provide personnel and equipment needed to maintain the skating rinks, the ice path and the chalet at parc de la Rivière;

WHEREAS the Municipal Code allows for the awarding of such a contract by mutual agreement;

I, ALEXANDRE-NICOLAS LEBLANC, MOVE

THAT Council award the contract for rink, ice path and chalet maintenance for parc de la Rivière to the firm of Regan Sheldon in the amount of one thousand dollars (\$1,000) a week, plus taxes, the said contract to expire at the end of the outdoor skating season;

THAT the funds needed to cover this expense be taken from budgetary item 02.701.50.522

PASSED

2019-02-04.09

HIRING OF AN EMPLOYEE FOR PUBLIC WORKS

WHEREAS there is an opening for an employee at Public Works;

WHEREAS as such an application has been submitted by Trevor Lowry;

WHEREAS the application submitted by Trevor Lowry meets the requirements of the job description;

I, AARON PATELLA, MOVE

THAT Council proceed with the hiring of Trevor Lowry as an Employee for Public Works, in accordance with the employment conditions discussed and agreed to by both parties, notably employment conditions for group 3 employees, outlined in the personnel management guide (August 2014), and to be listed in the employment contract for Trevor Lowry;

THAT the employment start date be set for February 11, 2019;

That Trevor Lowry be subject to a six-month probationary period from the start date of employment;

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

THAT funds required to cover the salary of Trevor Lowry be taken from budgetary items 02.190.00.141, 02.320.00.141, 02.330.00.141, 02.412.00.141, 02.414.00.141, 02.414.01.141, 02.415.00.141 and 02.701.50.141 according to the allocation of work carried out.

PASSED

2019-02-04.10

APPROVAL OF ACCOUNTS PAYABLE

I, PAULINE FARRUGIA, MOVE

THAT Accounts Payable listed on the statement presented February 4, 2019 by the Treasury Department, in the amount of \$70,040.33, including expenses in excess of \$5,000, be approved for payment as in the following list:

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Municipalité du
VILLAGE DE NORTH HATLEY

**DÉBOURSÉS DE PLUS DE 5 000\$
DISBURSED OVER \$ 5,000**

**RÉUNION DU : lundi 4 février 2019
MEETING OF : February 4, 2019**

Déposé : 2019-01-28
Submit : 28-01-2019

FOURNISSEURS/SUPPLIERS	DATE	FACTURE/INVOICE	MONTANT/AMOUNT
SEL WARWICK INC			
SEL DE DÉGLACAGE			4 112.66 \$
SEL DE DÉGLACAGE			4 123.92 \$
SEL DE DÉGLACAGE			4 031.53 \$
TOTAL			12 268.11 \$
Taxes incluses			
ÉNERGIE SONIC			
DIESEL VOIRIE			941.04 \$
DIESEL VOIRIE			1 782.16 \$
FOURNAISE-MAZOUT			860.74 \$
DIESEL VOIRIE			535.38 \$
DIESEL VOIRIE			1 560.92 \$
FOURNAISE - MAZOUT			889.23 \$
TOTAL			6 569.47 \$
Taxes incluses			
REVENU QUEBEC			
REMISES DE L'EMPLOYEUR REGULIER			21 251.46 \$
TOTAL			21 251.46 \$
Taxes incluses			
REVENU CANADA			
REMISES DE L'EMPLOYEUR REGULIER			9 400.29 \$
TOTAL			9 400.29 \$
Taxes incluses			
LES ENTREPRISES ALAIN PRÉFONTAINE			
SABLE ABRASIF			2 012.02 \$
SABLE ABRASIF			2 546.13 \$
SABLE ABRASIF			1 624.20 \$
SABLE ABRASIF			2 537.19 \$
SABLE ABRASIF			1 149.75 \$
TOTAL			9 869.29 \$
Taxes incluses			
GRAND TOTAL			59 358.62 \$
Taxes incluses			

PASSED

2019-02-04.11

REPORTS ON NET SALARIES – 2019-01

ELECTED	\$3,640.13
PERMANENT	\$34,660.80
SEASONAL	\$4,873.64
CCUP	\$805.74
	\$43,980.31

2019-02-04.12

PURCHASE OF A SNOW BLOWER

WHEREAS the Municipality must proceed with the purchase of a snow blower and equipment for sidewalk and other more compact area maintenance;

WHEREAS the proposal received from the firm of Les équipements RM Nadeau for a Kubota no. B2781B snow blower is in the amount of \$4,633.98, taxes included;

I, GUY VEILLETTE, MOVE

THAT the Municipality of the Village of North Hatley proceed with the purchase of the snow blower and equipment in accordance with the submitted proposal;

THAT Council approve a loan in the amount of \$4,633.98 from the working capital, to be reimbursed in three (3) annual, equal and consecutive payments and that the expense be charged to budgetary item 58.214.02.000.

PASSED

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2019-02-04.13

BY-LAW 2019-620 AMENDING BY-LAW 2001-435 ON PERMITS AND CERTIFICATES – NOTICE OF MOTION

I, GUY VEILLETTE, hereby give notice of motion to the effect that at a future Council meeting, By-law 2019-620 amending By-law 2001-435 on permits and certificates will be presented for adoption.

The object of the by-law will be to amend the 'By-law on permits and certificates' in order to adjust the rates for each request for permits and certificates, in compliance with the By-law on property taxes and rates of compensation for services to meet expenses for 2019 no 2018-618.

2019-02-04.14

BY-LAW 2019-620 AMENDING BY-LAW 2001-435 ON PERMITS AND CERTIFICATES – SUBMISSION

WHEREAS municipal Council members received and read proposed By-law 2019-620;

I, GUY VEILLETTE, MOVE

THAT the submission of proposed By-law 2019-620 on permits and certificates be confirmed.

THAT By-law 2019-620 amending By-law 2001-435 on permits and certificates be submitted for adoption at a future regular meeting of Council.

PASSED

2019-02-04.15

REVAMPING OF THE PARC DE LA RIVIÈRE PLAY AREA – PLANS, ESTIMATES AND WORK PROJECT OVERSIGHT– AWARD OF CONTRACT

WHEREAS revamping of the play area at parc de la Rivière is scheduled to take place over the coming months;

WHEREAS professional services are required to produce plans and estimates for landscaping work to be carried out on the site and for work project oversight;

WHEREAS there is a provision under the Municipal Code that allows for the awarding of a contract of this value by mutual agreement;

WHEREAS it is timely for the Municipality to give the mandate to the supplier of services retained to produce the plans for the said area;

I, AARON PATELLA, MOVE

THAT Council give the mandate to produce the plans and estimates for the work project to the firm of Création NaturEden Inc. for a lump sum payment of \$2,800 and include the mandate of work project oversight at the rate of \$125 per hour for a maximum of 20 hours, plus taxes;

THAT funds required to cover the said expense be taken directly from available funds under budgetary item 02.701.50.522.

PASSED

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2019-02-04.16

CIVIL PROTECTION – REQUEST FOR FINANCIAL ASSISTANCE – PART 2

WHEREAS the Regulation respecting warning and mobilization procedures and minimum rescue services required for the protection of persons and property in the event of a disaster was enacted by the Minister of Public Security on April 20, 2018 and will come into force on November 9, 2019;

WHEREAS the Municipality wishes to avail itself of Part 2 of the Civil Security and Financial Assistance Program offered by the Agence municipale 9-1-1 du Québec (Québec 9-1-1 Municipal Agency) regarding Support for Disaster Preparedness Actions and as such comply with the new Regulation;

WHEREAS the Municipality completed the Self-diagnosis Tool document provided by the Department of Public Security in May 2018 and deems it necessary to improve its emergency preparedness status;

I, MICHAEL PAGE, MOVE

THAT the Municipality submit a request for financial assistance to the Agence municipale 9-1-1 du Québec for an amount of \$10,000, within the framework of Part 2 of the program outlined in the preamble, and proceed in accordance with the set conditions, with the proposed actions described in the form attached to the present resolution as an integral part of it, and totaling \$14,000, and confirming the contribution by the Municipality of a minimum of \$4,000;

THAT the Municipality hereby attest that it will join together with the local municipalities of Ayer's Cliff, Canton de Hatley, Hatley, Sainte-Catherine-de-Hatley, Canton de Stanstead, Ogden and Stanstead for various actions under Part 2, and that it request additional financial assistance in the amount of \$2,000 as foreseen under the Program;

THAT the Municipality authorize the Director-General and Secretary-Treasurer, Daniel Décary, to sign for and on its behalf the financial assistance form and attest that all information therein is exact.

PASSED

2019-02-04.17

CANADIAN RED CROSS – DONATION

WHEREAS a request for financial aid was put forward by the Canadian Red Cross in order to provide services to communities affected by emergency situations.

I, ALEXANDRE-NICOLAS LEBLANC, MOVE

THAT the Municipality grant a donation in the amount of one hundred and fifty dollars (\$150), to help the Canadian Red Cross provide the necessary services to communities.

THAT payment be made under budgetary item 02.230.00.670.

PASSED

OTHER BUSINESS

2019-02-04.18

HERITAGE PROTECTION PROJECT

WHEREAS there are aspects of our built heritage that remain subject to very little protection;

WHEREAS as part of its positions and priorities, the focus of the Ministère de la Culture et des Communications du Gouvernement du Québec (M.C.C.Q.) is on municipalities for the protection, promotion and transmission to our future generations of our collective cultural heritage;

WHEREAS within the perspective of developing a strategic vision position, the Municipality of the Village of North Hatley will absolutely have to seriously consider the crucial role of its built heritage in how it envisions what is to become of it;

WHEREAS past experience has revealed a clear challenge in taking into account and acknowledging the true value and importance of built heritage and its crucial role in the DNA of a community, the meaning it gives to the soul and identity of the Village of North Hatley;

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WHEREAS a built heritage is a collective value that comes with a duty to remember;

WHEREAS the preservation of the built heritage of the Municipality of the Village of North Hatley can only be guaranteed by way of a clear-cut, precise position by the North Hatley municipal Council;

I, ALEXANDRE-NICOLAS LEBLANC, MOVE

THAT the Municipality of the Village of North Hatley acknowledge its commitment to prioritising, protecting, valuing and promoting the whole of its built heritage and heritage sites and, as such, put into place a strategic plan and timeline, by the end of 2021, aimed at putting this willingness plan into operation.

PASSED

2019-02-04.19

QUESTION PERIOD ON ISSUES OF LOCAL PUBLIC INTEREST

CITIZENS	ISSUES
DONALD WATT	QUESTION FOR MRS FARRUGIA: WE ARE WAITING FOR INFORMATION ON THE URBAN PLAN AND ON THE FLOOD ZONE
MICHAEL GRAYSON PAUL ST-PIERRE	CITIZENS REGARDING THE PPU REPORT ON INPUT FOR THE SPECIAL INTERVENTION ZONE
PAUL ST-PIERRE DONALD WATT PAUL ST-PIERRE PAUL ST-PIERRE	MUNICIPAL TAXES DEBT SKATING RINKS (COSTS) REPLACEMENT FOR MR DÉCARY (AGENDA AND OTHER CONSIDERATIONS)
PAUL ST-PIERRE	HERITAGE PROTECTION PROJECT SHOULD HAVE BEEN PRESENTED TO THE CCUP BEFOREHAND
MME MEAGHER	IS IT POSSIBLE TO HAVE A SPECIAL COPY OF THE PROPOSAL BY ALEXANDRE-NICOLAS LEBLANC
MICHAEL GRAYSON	CITIZEN PARTICIPATION ON AN ENVIRONMENT COMMITTEE
MICHAEL GRAYSON PAUL ST-PIERRE	BUDGET FOR PARC DE LA RIVIÈRE AND SENIORS PATH AFM/MADA SUBSIDY

2019-02-04.20

MEETING ADJOURNED

At 8:25 p.m., all issues on the Agenda having been addressed;

I, MARCELLA DAVIS-GERRISH, MOVE

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.E.