

**MINUTES
VILLAGE OF NORTH HATLEY**

MARCH 7, 2016

AT A REGULAR MEETING of the Municipal Council held at the Community Centre at 7:00 p.m.

PRESENT are the following Councillors:

- | | |
|---------------------------|----------------------|
| 1. Pauline Farrugia | 4. Normand Jolicoeur |
| 2. Marcella Davis Gerrish | 5. Claude Villeneuve |
| 3. Guy Veillette | 6. Alain Beaulieu |

ABSENT:

QUORUM is present with Mayor Michael Page presiding.

ALSO PRESENT, Danielle Gauvin, Assistant Secretary-Treasurer.

AGENDA

1. Adoption of the Agenda
2. Adoption of the Minutes of the Regular Meeting held February 1, 2016
3. Information from Council members
4. Question period on items listed on the Agenda

ADMINISTRATION, TOWN CLERK AND LEGAL AFFAIRS

5. Participation in civic life - Citizen recognition
6. Consultative Committee on Strategic Planning – Committee Composition
7. Properties for sale due to non-payment of taxes

HUMAN RESOURCES AND WORK RELATIONS

8. Hiring of an Assistant Secretary-Treasurer
9. Signing Authority - cheques and other banking documents - Assistant Secretary-Treasurer
10. Signing Authority – official and contract or agreement documents – Assistant Secretary-Treasurer
11. Authorization for credit card application and issuance

FINANCE AND TREASURY

12. Approval of Accounts Payable
13. Expenditures in excess of \$5,000
14. Reports on Net Salaries – 2016-02

ENGINEERING AND PUBLIC WORKS

URBAN PLANNING AND LAND MANAGEMENT

15. By-law on drinking water usage – Notice of motion
16. Request for an amendment to the zoning by-law – Short-term rentals

CULTURE, RECREATION AND COMMUNITY LIFE

PUBLIC SECURITY

17. OTHER BUSINESS
18. Question Period on issues of local public interest
19. Meeting adjourned

2016-03-07.01

ADOPTION OF THE AGENDA

UPON PROPOSAL DULY MOVED BY ALAIN BEAULIEU
COUNCILLORS UNANIMOUSLY RESOLVE

That the Agenda be adopted as presented.

PASSED

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2016-03-07.02 ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD FEBRUARY 1, 2016

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

THAT the Minutes of the Regular Meeting held February 1, 2016 be adopted as submitted.

PASSED

2016-03-07.03 INFORMATION FROM COUNCIL MEMBERS

The Mayor and Councillors report on their various files and on upcoming events.

2016-03-07.04 QUESTION PERIOD ON ITEMS LISTED ON THE AGENDA

Eight (8) citizens are present in the audience.

No questions.

2016-03-07.05 PARTICIPATION IN CIVIC LIFE – CITIZEN RECOGNITION

WHEREAS Morgan W. Quinn has resigned as a member of the Consultative Committee on Town Planning and Heritage and as President and member of the Consultative Committee on Strategic Planning;

WHEREAS Mr. Quinn has been actively involved on various municipal committees and within the community for many years;

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

THAT Council for the Municipality of the Village of North Hatley acknowledge the exemplary contribution made by Morgan W. Quinn and thank him on behalf of the community as a whole.

PASSED

2016-03-07.06 CONSULTATIVE COMMITTEE ON STRATEGIC PLANNING – COMMITTEE COMPOSITION

WHEREAS the president of the said committee, **Morgan Quinn**, has resigned and the resulting vacancy must be filled;

WHEREAS a member of the said committee, Councillor Marcella Davis Gerrish, is to become president of the Consultative Committee for Culture, Recreation and Community Life;

UPON PROPOSAL DULY MOVED BY CLAUDE VILLENEUVE
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council member Pauline Farrugia be appointed President of the said committee;

THAT Council member Guy Veillette be appointed member of the said committee;

PASSED

2016-03-07.07 PROPERTIES FOR SALE DUE TO NON-PAYMENT OF TAXES (3)

WHEREAS the date for the sale of properties due to non-payment of taxes is set for June 9, 2016;

WHEREAS the list of properties for sale due to non-payment of taxes must be submitted, in accordance with Article 1022 of the Quebec Municipal Code;

WHEREAS Council must approve the content of the said list;

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UPON PROPOSAL DULY MOVED BY CLAUDE VILLENEUVE
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council approve the sale of the properties listed below due to non-payment of taxes for the years 2013-2014-2015, including interest charges of 10% for 2013 and 2014 and 12% for 2015;

ROLL NUMBER	LOT #	AMOUNT	
8816-61-7772	4 028 707	\$1,198.17	Excluding interest
8915-21-5672	4 028 842	\$2,706.91	Excluding interest
8916-30-9297	4 028 956	\$6,676.02	Excluding interest

THAT Council designate the Director-General and Secretary-Treasurer, Daniel Décary, as representative for the Municipality at the MRC of Memphremagog, on the day of the sale due to non-payment of taxes, June 9, 2016.

PASSED

2016-03-07.08

HIRING OF AN ASSISTANT SECRETARY-TREASURER

WHEREAS Danielle Gauvin, Assistant Secretary-Treasurer, is leaving to begin her well-deserved retirement;

WHEREAS an employment advertisement was published and a hiring process was conducted in order to fill the upcoming vacancy;

WHEREAS Bruno Bélisle was selected following the hiring process;

UPON PROPOSAL DULY MOVED BY PAULINE FARRUGIA
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council proceed with the hiring of Bruno Bélisle as Assistant Secretary-Treasurer for the Municipality of the Village of North Hatley, in accordance with the criteria discussed and approved by all parties concerned, and outlined in the employment contract with Bruno Bélisle;

THAT the start date of employment for Bruno Bélisle be set for March 14, 2016;

THAT Bruno Bélisle be subject to a six-month probation period as of the start date of March 14, 2016;

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

THAT funds required to cover the salary of Bruno Bélisle be taken from budgetary item 02 130 00 141.

PASSED

2016-03-07.09

**SIGNING AUTHORITY — CHEQUES AND OTHER BANKING DOCUMENTS-
ASSISTANT SECRETARY-TREASURER**

WHEREAS two signatures are required on all municipal cheques and other banking documents, that of the Mayor and, in his absence, that of the alternate to the mayor and of the Director-General and Secretary-Treasurer or, in the latter's absence, that of the Assistant Secretary-Treasurer;

WHEREAS Danielle Gauvin, Assistant Secretary-Treasurer, is retiring;

WHEREAS Bruno Bélisle has been hired as Assistant Secretary-Treasurer;

UPON PROPOSAL DULY MOVED BY GUY VEILLETTE
THE COUNCILLORS UNANIMOUSLY RESOLVE

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THAT the Assistant Secretary-Treasurer, Bruno Bélisle, be authorized to countersign all cheques and other banking documents in the absence of the Director-General and Secretary-Treasurer, Daniel Décary, beginning April 1, 2016.

PASSED

2016-03-07.10

SIGNING AUTHORITY — OFFICIAL AND CONTRACT OR AGREEMENT DOCUMENTS – ASSISTANT SECRETARY-TREASURER

WHEREAS two signatures are required on all official contract or agreement documents, that of the Mayor and, in his absence, that of the alternate to the mayor and of the Director-General and Secretary-Treasurer or, in the latter's absence, that of the Assistant Secretary-Treasurer;

WHEREAS Danielle Gauvin, Assistant Secretary-Treasurer, is retiring;

WHEREAS Bruno Bélisle has been hired as Assistant Secretary-Treasurer;

UPON PROPOSAL DULY MOVED BY NORMAND JOLICOEUR
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT the Assistant Secretary-Treasurer, Bruno Bélisle, be authorized to countersign all official and contract or agreement documents in the absence of the Director-General and Secretary-Treasurer, Daniel Décary, beginning April 1, 2016.

PASSED

2016-03-07.11

AUTHORIZATION FOR CREDIT CARD APPLICATION AND ISSUANCE

WHEREAS Bruno Bélisle was hired as Assistant Secretary-Treasurer;

WHEREAS it is required to proceed with an application for a credit card for which the cardholder will be Bruno Bélisle;

WHEREAS the said credit card is to be used for the exclusive needs of the Municipality;

WHEREAS the credit card will have a transaction limit of five thousand dollars (\$5,000).

UPON PROPOSAL DULY MOVED BY CLAUDE VILLENEUVE
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council authorize the Director-General and Secretary-Treasurer, Daniel Décary, to proceed with the application for a credit card and that it be issued to the Assistant Secretary-Treasurer, Bruno Bélisle.

PASSED

2016-03-07.12

APPROVAL OF ACCOUNTS PAYABLE

UPON PROPOSAL DULY MOVED BY PAULINE FARRUGIA
COUNCILLORS UNANIMOUSLY RESOLVE

THAT Accounts Payable listed on the statement presented March 7, 2016 by the Treasury Department be approved for payment:

Accounts Payable as of March 7, 2016	\$183,346.32
Pre-authorized payment:	\$22,834.81

PASSED

2016-03-07.13

EXPENDITURES IN EXCESS OF \$5,000

UPON PROPOSAL DULY MOVED BY PAULINE FARRUGIA
COUNCILLORS UNANIMOUSLY RESOLVE

To authorize the following expenses:

SUPPLIERS	DATE	INVOICE	AMOUNT
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BOSSÉ ET FRERES INC.

JCB TRACTOR RENTAL – MARCH 2016	2015-11-20	57375	\$9,198.00
CORRECTION TO INVOICE 57887 - DICOM	2016-01-30	58007	\$26.43
		TOTAL	\$9,224.43
			Taxes included

LES SERVICES EXP. INC.

PPU AND FLOOD ZONE MANAGEMENT - 10%	2015-12-31	298269	\$1,138.25
RES. 2015-11-02.10 – URBAN BY-LAW CONSISTENCY	2016-01-15	298349	\$7 933.28
PPU AND FLOOD ZONE MANAGEMENT - MEETING	2016-02-18	304536	\$1,609.65
		TOTAL	\$10,681.18
			Taxes included

PASSED

2016-03-07.14

REPORTS ON NET SALARIES – 2016-02

8 employees and 7 Council members: **\$23,533.63**

2016-03-07.15

BY-LAW ON DRINKING WATER USAGE – NOTICE OF MOTION

I, ALAIN BEAULIEU, give notice of motion to the effect that will be presented for adoption, at a future meeting, By-law 2016-589 on drinking water usage.

The object of the by-law is to emphasize regulations regarding drinking water usage on the whole of the municipal territory.

PASSED

2016-03-07.16

REQUEST FOR AN AMENDMENT TO THE ZONING BY-LAW – SHORT-TERM RENTALS

WHEREAS a request for an amendment to the zoning by-law was put forward in order to allow for short-term rentals in residential areas;

WHEREAS members of the Consultative Committee on Town Planning and Heritage looked at the impact that short-term rentals could have on residential areas;

WHEREAS it is the recommendation of the Consultative Committee on Town Planning and Heritage to maintain the current zoning by-law;

UPON PROPOSAL DULY MOVED BY ALAIN BEAULIEU
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council approve the recommendation by the Committee on Town Planning and Heritage to maintain the current zoning by-law.

PASSED

2016-03-07.17

OTHER BUSINESS

2016-03-07.18

QUESTION PERIOD ON ISSUES OF PUBLIC LOCAL INTEREST

CITIZENS

ISSUES

Paul St-Pierre

EXP invoices, date and info: if new project?

PPU: transfer to lawyers prior to presenting the final version to citizens?

Michael Rochette

Clarification regarding the notice of motion on drinking water

Dominique Cyr

Newsletter on the website: no more print

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copies?

Paul St-Pierre	Registration and info on the website for important information PPU amount paid to lawyers for work done?
Michael Rochette	Property inspections? Bell tower: follow up
Dominique Cyr	Complaint regarding poor maintenance of the skating rink Games in parc de la Rivière
Paul St-Pierre	Connaught Home – building modifications

2016-03-07.19

MEETING ADJOURNED

At 7:42 p.m., all issues on the Agenda having been addressed

UPON PROPOSAL DULY MOVED BY MARCELLA DAVIS GERRISH
COUNCILLORS UNANIMOUSLY RESOLVE

That the meeting be adjourned.

PASSED

Michael Page
Mayor

Danielle Gauvin
Assistant 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.