

**MINUTES
VILLAGE OF NORTH HATLEY
MAY 1, 2017**

REGULAR MEETING of the Municipal Council held at the Municipal Office 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. (vacant seat) |

ABSENT:

QUORUM is present with Mayor Michael Page presiding.

ALSO PRESENT is Daniel Décary, Director-General and Secretary-Treasurer.

AGENDA

1. Adoption of the Agenda
2. Adoption of the Minutes of the Regular Meeting held April 3, 2017
3. Information from Council members
4. Question Period on Items listed on the Agenda

ADMINISTRATION, TOWN CLERK AND LEGAL AFFAIRS

5. Marina – Appointment of agents to issue boat wash and user certificates, and identification of the boat wash station location
6. Renewal of General Insurance Contract
7. Feasibility Study – Merger of the municipalities of the Village of North Hatley and Canton de Hatley

HUMAN RESOURCES AND WORK RELATIONS

8. Hiring of a Secretary-Receptionist
9. Hiring of an Attendant for Park Maintenance, Green Spaces and Landscaping
10. Hiring of a Tourist Information Attendant
11. Hiring of a second Tourist Information Attendant

FINANCE AND TREASURY

12. Approval of Accounts Payable
13. Reports on Net Salaries – 2017-04
14. Quarterly Comparative Financial Report
15. Expenditures in excess of \$5,000
16. Authorization relative to Access to Information by a registered person to “My Account” services at Revenu Québec - Appointment of Daniel Décary

ENGINEERING AND PUBLIC WORKS

17. Street and Parking Area Pavement Marking – Award of Contract to the firm Lignes de stationnement entretien et traçage (2006) Inc.
18. Street sweeping – Award of Contract to Les entreprises Breton inc.

URBAN PLANNING AND LAND MANAGEMENT

CULTURE, RECREATION AND COMMUNITY LIFE

19. Lake Massawippi Conservation Club – Request for support for the *Fête de la pêche en herbe* and fish stocking of Lake Massawippi
20. Public Market Cooperative Project – Authorization for Membership

PUBLIC SECURITY

21. Support Resolution for the formation of a Régie incendie for the eastern sector of the MRC Memphrémagog

OTHER BUSINESS

22. Question Period on issues of local public interest
23. Meeting Adjourned

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UPON PROPOSAL DULY MOVED BY CLAUDE VILLENEUVE
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT the Agenda be adopted with the addition of one item:

- PROJECT SUPPORT AND REQUEST FOR FINANCIAL ASSISTANCE

PASSED

2017-05-01.02 ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD APRIL 3, 2017

UPON PROPOSAL DULY MOVED BY MARCELLA DAVIS GERRISH
COUNCILLORS UNANIMOUSLY RESOLVE

THAT the Minutes of the Regular Meeting held April 3, 2017 be adopted as submitted.

PASSED

2017-05-01.03 INFORMATION FROM COUNCIL MEMBERS

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

2017-05-01.04 QUESTION PERIOD ON ITEMS LISTED ON THE AGENDA

Nine (9) citizens are present at the meeting.

CITIZENS	ISSUES
Dominique Cyr	Marina

2017-05-01.05 MARINA – APPOINTMENT OF AGENTS TO ISSUE BOAT WASH AND USER CERTIFICATES, AND IDENTIFICATION OF THE BOAT WASH STATION LOCATION

WHEREAS the municipal by-law on nuisances aimed at preventing infestation by zebra mussels and other alien species requires the appointment of agents to issue boat wash and user certificates;

WHEREAS the Municipality, by resolution, must appoint the agents;

UPON PROPOSAL DULY MOVED BY GUY VEILLETTE
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Stephen Piercy, Bruno Bélisle, Natacha Prince, Éowyn Cyr and Camille Oien Bouskela be appointed agents to issue boat wash and user certificates;

THAT the wash station is located at the North Hatley Marina, 240, rue Mill.

PASSED

2017-05-01.06 RENEWAL OF GENERAL INSURANCE CONTRACT

WHEREAS the Municipality has general insurance coverage under the Mutuelle des municipalités du Québec;

WHEREAS the Municipality received a general insurance coverage renewal proposal with the same conditions;

WHEREAS it is necessary to proceed with a review of some coverage items;

UPON PROPOSAL DULY MOVED BY NORMAND JOLICOEUR
COUNCILLORS UNANIMOUSLY RESOLVE

THAT the Director-General - Secretary-Treasurer be authorized to proceed with the renewal of the general insurance contract with the group Ultima Inc and with the premium payment in the amount of \$23,718.00;

THAT the Director-General - Secretary-Treasurer be authorized to proceed with a review of some coverage items, all subject to prior approval by Council.

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PASSED

2017-05-01.07

FEASIBILITY STUDY – MERGER OF THE MUNICIPALITIES OF THE VILLAGE OF NORTH HATLEY AND CANTON DE HATLEY

WHEREAS there are legal provisions in place under the Act respecting municipal territorial organization;

WHEREAS the municipalities of the Village of North Hatley and of the Canton de Hatley are both governed by the Municipal Code;

WHEREAS the municipalities of the Village of North Hatley and of the Canton de Hatley are both included in the Municipalité régionale du comté de Memphrémagog;

WHEREAS the municipalities of the Village of North Hatley and of the Canton de Hatley each have a bilingual status;

WHEREAS the geographical territories of the Village of North Hatley and of the Canton de Hatley are contiguous;

WHEREAS some residential areas are bordered within the territory of the neighbouring municipality;

WHEREAS there is a convergence of interests between the Village of North Hatley and of the Canton de Hatley in a majority of municipal and supra-municipal files;

WHEREAS a great number of residents of North Hatley and of the Canton de Hatley recognize the natural and historical ties that unify them, ties that are reflected in a strong sense of cultural, social and community belonging;

WHEREAS the municipalities of the Village of North Hatley and of the Canton de Hatley already share services provided to citizens such as fire protection, drinking water supply, wastewater treatment, a number of recreational activities and waste management and that the potential for increased services is to be considered;

WHEREAS a number of major projects foreseen for the coming years will rely on unified action;

WHEREAS various resources and activities by one or the other of the municipalities are of benefit to citizens in both municipalities;

WHEREAS ongoing exchanges must be maintained on a daily basis between representatives of administrative and technical services in both municipalities;

WHEREAS local municipalities can conclude an agreement with the objective of conducting a feasibility study in view of a possible merger of their services and territories;

WHEREAS support within the Programme d'aide financière au regroupement municipal du Ministère des affaires municipales et de l'occupation du territoire (MAMOT) makes it possible to conduct such a feasibility study;

WHEREAS ongoing informal talks have taken place between representatives of the municipalities of the Village of North Hatley and of the Canton de Hatley regarding a possible study to establish the feasibility of such a merger;

WHEREAS many residents in both municipalities have commented or raised questions on the feasibility of a merger;

WHEREAS Council members of the Municipality of the Village of North Hatley have been unanimously in favour of conducting the said study;

UPON PROPOSAL DULY MOVED BY GUY VEILLETTE
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT the Municipality of the Village of North Hatley make an official request to the Canton de Hatley to participate in a feasibility study to assess the opportunity for a merger;

THAT the municipalities of the Village of North Hatley and of the Canton de Hatley contact the Ministère des affaires municipales et de l'occupation du territoire (MAMOT) to obtain financial support in view of conducting the said study;

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THAT the said study be conducted by recognized professionals in this area, to be determined by both municipalities;

THAT the deadline for completion of the feasibility study be set at September 30, 2017;

THAT the resolution be forwarded to Council at the Canton de Hatley so that they may in turn vote on its adoption at their next regular meeting.

PASSED

2017-05-01.08

HIRING OF A SECRETARY-RECEPTIONIST

WHEREAS it is necessary to hire additional staff to fill the position of secretary-receptionist for the summer season;

UPON PROPOSAL DULY MOVED BY PAULINE FARRUGIA
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Marie-Pier Roy be hired to fill the position of Secretary-Receptionist for the period of June 26 to August 25, 2017, on a 34.5 hours per week schedule, at the pay rate of \$14.00 per hour.

THAT employment conditions under the personnel management guide regarding contract employees be applied.

THAT payment be made under budgetary item 02-130-00-141.

PASSED

2017-05-01.09

HIRING OF AN ATTENDANT FOR PARK MAINTENANCE, GREEN SPACES AND LANDSCAPING

WHEREAS the Municipality must hire an Attendant for Park Maintenance, Green Spaces and Landscaping for the summer season;

UPON PROPOSAL DULY MOVED BY CLAUDE VILLENEUVE
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Youly Gagnon be hired as Attendant for Park Maintenance, Green Spaces and Landscaping for the period of May 23 to October 20, 2017, on a variable weekly schedule, at a pay rate of \$14.00 an hour.

THAT employment conditions under the personnel management guide regarding contract employees be applied.

THAT payment be made under budgetary item 02-701-50-141

PASSED

2017-05-01.10

HIRING OF AN ATTENDANT FOR TOURIST INFORMATION

WHEREAS the Municipality must hire an Attendant for Tourist Information for the summer season;

UPON PROPOSAL DULY MOVED BY CLAUDE VILLENEUVE
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Sara Bonsant be hired as Attendant for Tourist Information for the period of June 19 to August 18, 2017, on a variable weekly schedule, at the pay rate of \$13.00 an hour.

THAT employment conditions under the personnel management guide regarding contract employees be applied.

THAT payment be made under budgetary item 02-701-50-141

PASSED

2017-05-01.11

HIRING OF A SECOND ATTENDANT FOR TOURIST INFORMATION

WHEREAS the Municipality must hire a second Attendant for Tourist Information for the summer season;

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UPON PROPOSAL DULY MOVED BY CLAUDE VILLENEUVE
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Anabel Laurie be hired as a second Attendant for Tourist Information for the period of June 26 to October 9, 2017, on a variable weekly schedule, at a pay rate of \$14.00 an hour.

THAT employment conditions under the personnel management guide regarding contract employees be applied.

THAT payment be made under budgetary item 02-701-50-141

PASSED

2017-05-01.12 APPROVAL OF ACCOUNTS PAYABLE

UPON PROPOSAL DULY MOVED BY PAULINE FARRUGIA
COUNCILLORS UNANIMOUSLY RESOLVE

THAT Accounts Payable listed on the statement presented May 1, 2017 by the Treasury Department be approved for payment

Accounts payable as of May 1, 2017 **\$201,611.72**
(including expenditures in excess of \$5,000)

PASSED

2017-05-01.13 REPORTS ON NET SALARIES – 2017-04

6 employees, 6 Council members and 6 CCUP members **\$17,326.68**

2017-05-01.14 QUARTERLY COMPARATIVE FINANCIAL REPORT

Council for the Municipality of the Village of North Hatley takes note of the quarterly comparative financial statements tabled by the Secretary-Treasurer, March 30, 2017.

2017-05-01.15 EXPENDITURES IN EXCESS OF \$5,000

UPON PROPOSAL DULY MOVED BY PAULINE FARRUGIA
COUNCILLORS UNANIMOUSLY RESOLVE

To authorize the following payments:

SUPPLIERS	DATE	INVOICE	AMOUNT
<i>Les pompes R. Fontaine</i>			
SERVICE CALL - STATION 1 SEWER	2017-04-10	20166	\$3,069.08
SERVICE CALL - STATION 3 SEWER	2017-04-11	20167	\$3 800.11
		TOTAL	\$6,869.19
			Taxes included
<i>ENTREPRISES BRETON</i>			
SPRING STREET CLEANING	2017-04-28		\$9,968.33
		TOTAL	\$9,968.33
			Taxes included
<i>RIEM</i>			
2 ND PAYMENT MUNICIPAL COST-SHARING	2017-05-02		\$118,128.75
		TOTAL	\$118,128.75
			Taxes included
<i>SANI-ESTRIE</i>			
DOMESTIC WASTE COLLECTION			\$6,526.59
CONTAINER			\$425.41
CONTAINER			\$362.17
		TOTAL	\$7,314.17
			Taxes included

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R.I.P.I.

CONTRIBUTION APRIL 2017

	\$6,533.58
TOTAL	\$6,533.58
	Taxes included

REVENU QUÉBEC

DAS	\$13,235.37
TOTAL	\$13,235.37

REVENU CANADA

DAS	\$5,570.70
TOTAL	\$5,570.70

	\$167,620.09
GRAND TOTAL	\$167,620.09
	Taxes included

PASSED

2017-05-01.16

AUTHORIZATION RELATIVE TO ACCESS TO INFORMATION BY A REGISTERED PERSON TO « MY ACCOUNT » SERVICES AT REVENU QUÉBEC- APPOINTMENT OF DANIEL DÉCARY

UPON PROPOSAL DULY MOVED BY NORMAND JOLICOEUR
COUNCILLORS UNANIMOUSLY RESOLVE

THAT Daniel Décary, Director-General and Secretary-Treasurer, be authorized to sign for and in the name of the Municipality of the Village of North Hatley all documents required for registration to the « My Account » services at Revenu Québec and in general, do all that he deems necessary to this end;

THAT the ministre du Revenu be authorized to provide to the representative all information available and required for registration to My Account services.

ADOPTÉE

2017-05-01.17

STREET AND PARKING AREA PAVEMENT MARKING – AWARD OF CONTRACT TO LIGNES DE STATIONNEMENT ET TRAÇAGE (2006) INC.

WHEREAS the Municipality must proceed with street and parking area pavement marking;

WHEREAS there is a provision in the Municipal Code allowing for the awarding of a contract of this value by mutual agreement;

UPON PROPOSAL DULY MOVED BY GUY VEILLETTE
COUNCILLORS UNANIMOUSLY RESOLVE

THAT the contract for street and parking area pavement marking be awarded to the firm of Lignes de stationnement entretien et traçage (2006) Inc., at the following rates;

Stop bars	\$10 each
Pedestrian crosswalks	\$5 each
Lines tail	\$10 each
No parking	\$15 each
Hatch mark/shaded areas	\$100 each
Permit only	\$30 each
5 yellow lines	\$4 each
Disabled 9' x 12' blue	\$90 each
White logo/line	
Curbside parking	\$4 each
Parking lots 1 and 2	\$650 for both
Transportation	\$75

THAT payment be made under budgetary item 02-320-00-629.

PASSED

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2017-05-01.18

STREET SWEEPING – AWARD OF CONTRACT TO LES ENTREPRISES BRETON INC.

WHEREAS the Municipality must proceed with street sweeping;

WHEREAS there is a provision in the Municipal Code allowing for the awarding of a contract of this value by mutual agreement;

UPON PROPOSAL DULY MOVED BY NORMAND JOLICOEUR
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT the street sweeping contract be awarded to Les entreprises Breton Inc., at an hourly rate of \$120 per unit, plus taxes, with specifications to be outlined by the Municipality;

THAT payment be made under budgetary fund 02-320-01-521.

PASSED

2017-05-01.19

LAKE MASSAWIPPI CONSERVATION CLUB – REQUEST OF SUPPORT FOR THE FÊTE DE LA PÊCHE AND FISH STOCKING OF LAKE MASSAWIPPI

WHEREAS requests for support were submitted by the Lake Massawippi Conservation Club regarding fish stocking of the lake and the *Fête de la pêche en herbe* event to be held next June 4 at the municipal wharf;

WHEREAS the goal of the requests is to support the continued fish stocking of Lake Massawippi to ensure that fishing will be an activity available to future generations;

WHEREAS the Municipality wishes to join forces with the Lake Massawippi Conservation Club in hosting the annual *Fête de la pêche en herbe* fishing festival;

UPON PROPOSAL DULY MOVED BY PAULINE FARRUGIA
COUNCILLORS UNANIMOUSLY RESOLVE

THAT the Municipality authorize access to the municipal wharf during the event, June 4, 2017;

THAT the Municipality approve a donation of five hundred dollars (\$500), to help finance both events;

THAT payment be made under budgetary fund 02 701 91 959.

PASSED

2017-05-01.20

PUBLIC MARKET COOPERATIVE PROJECT – RESOLUTION FOR PARTICIPATION

WHEREAS the Municipality is a member of the Association des marchés publics du Québec;

WHEREAS the Estrie region public market cooperative project was launched for the mutual benefit of all its member markets;

UPON PROPOSAL DULY MOVED BY CLAUDE VILLENEUVE
THE COUNCILLORS UNANIMOUSLY RESOLVE

To authorize the participation of the North Hatley Farmers Market in the public market cooperative project and to commit the sum of \$100 for the said participation fee.

PASSED

2017-05-01.21

SUPPORT RESOLUTION FOR THE FORMATION OF A RÉGIE INCENDIE FOR THE EASTERN SECTOR OF THE MRC MEMPHRÉMAGOG

WHEREAS the Municipality has participated in measures meant to optimize fire safety services for the eastern sector of the MRC Memphrémagog and has obtained the information needed to move forward with a study for the creation of a Régie incendie in the eastern sector;

WHEREAS the Municipality wishes to obtain more detailed information regarding some components that must be validated by external resources;

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WHEREAS the Municipality agrees with the method of cost sharing as it was proposed for year one (1) and presented March 30, 2017 to all elected municipal officials within the territory of the future Régie;

UPON PROPOSAL DULY MOVED BY MARCELLA DAVIS GERRISH
COUNCILLORS UNANIMOUSLY RESOLVE

THAT the Municipality contribute its share of the cost of the \$20,000 budget to carry out the study, in the amount of \$1,880.00 for the following:

- That an accounting firm do an external evaluation of the selected method of division of costs, validate the percentages based on actual municipal costs for 2016, validate standardized property values for buildings and associated risks for each municipality;
- THAT an independent expert assess the value of existing fire fighting assets for all municipalities involved;

THAT a cheque be made to the Régie incendie Massawippi who will oversee management of invoices and payments to hired professionals.

PASSED

2017-05-01.22

OTHER BUSINESS

PROJECT SUPPORT AND REQUEST FOR FINANCIAL ASSISTANCE

WHEREAS Council wishes to increase the regional profile of the Municipality and promote an exceptional quality of life for the citizens of North Hatley, notably through access to arts and culture;

WHEREAS the Village boasts a cultural vitality and great numbers of artists and creators in various disciplines have chosen North Hatley and the region to practice their artistic talents;

WHEREAS within the framework of its cultural development agreement with the Ministère de la culture et des communications du Québec, the MRC de Memphrémagog wants to increase collaborative efforts between municipalities and the cultural world with its *Programme de soutien financier aux initiatives culturelles des municipalités de la MRC de Memphrémagog – édition 2017*;

UPON PROPOSAL DULY MOVED BY PAULINE FARRUGIA
COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council lend its support to the Expo North Hatley project, scheduled to take place in 2018 with the goal of raising awareness of local artists and encourage participation by all citizens in promoting the cultural vitality of the community;

THAT Council authorize and support a request for financial assistance by the Municipality within the framework of the financial support programme for cultural innovation in all municipalities of the MRC de Memphrémagog – édition 2017, in support of the current project;

THAT the Director-General and Secretary-Treasurer, Daniel Décary, or in his absence the Assistant Secretary-Treasurer, Bruno Bélisle, be designated as representatives for the Municipality and be authorized to sign all documents relevant to the requests.

PASSED

2017-05-01.23

QUESTION PERIOD ON ISSUES OF LOCAL PUBLIC INTEREST

CITIZENS

ISSUES

Jacques Campbell

Bridge, detour road, bridge piers, access signs

Helen Cunningham

Detour road, ambulance services

Dominique Cyr

Perennials, street marking, building at the

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beach

Paul St-Pierre

NH/CdeH feasibility study, bridge, Kézar waterway

Dominique Freminet

Orford on the road, skate park

2017-05-01.24

MEETING ADJOURNED

At 8:00 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.E.