

**MINUTES  
VILLAGE OF NORTH HATLEY  
JANUARY 8, 2018**

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

PRESENT are the following Councillors:

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

ABSENT:

QUORUM is present with Mayor Michael Page presiding.

ALSO PRESENT: Bruno Bélisle, Assistant Secretary-General.

**AGENDA**

1. Adoption of the Agenda
2. Adoption of the Minutes of the Regular Meeting held December 4, 2017 and of the Extraordinary Meeting held December 20, 2017
3. Information from Council members
4. Question Period on items listed on the Agenda

**ADMINISTRATION, TOWN CLERK AND LEGAL AFFAIRS**

5. Approval of Irreducible Expenses
6. TCA Memphrémagog (Table de concertation des aînés Memphrémagog) – Appointment of a representative for the Municipality
7. Adoption of By-law 2018-606 - Code of Ethics and Professional Conduct for municipal elected officials and members of a municipal organization – Notice of Motion
8. By-law 2018-606 - Code of Ethics and Professional Conduct for municipal elected officials and members of a municipal organization - Presentation

**HUMAN RESOURCES AND WORK RELATIONS**

9. Work-term trainee in secretarial work - Bursary

**FINANCE AND TREASURY**

10. Approval of Accounts Payable
11. Reports on Net Salaries – 2017-12

**ENGINEERING AND PUBLIC WORKS**

**PLANNING AND LAND MANAGEMENT**

12. Permit subject to PIIA guidelines – 415, rue Hovey

**CULTURE, RECREATION AND COMMUNITY LIFE**

**PUBLIC SECURITY**

13. Fire Safety Prevention Services – Award of Contract

**OTHER BUSINESS**

14. Question Period on Issues of local public interest
15. Meeting Adjourned

2018-01-08.01

**ADOPTION OF THE AGENDA**

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

THAT the Agenda be adopted as presented.

PASSED

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**2018-01-08.02      ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD DECEMBER 4 AND OF THE EXTRAORDINARY MEETING HELD DECEMBER 20, 2017**

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

THAT the Minutes of the Regular Meeting held December 4, 2017 and of the Extraordinary Meeting held December 20, 2017 be approved as submitted.

PASSED

**2018-01-08.03      INFORMATION FROM COUNCIL MEMBERS**

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

**2018-01-08.04      QUESTION PERIOD ON ISSUES LISTED ON THE AGENDA**

(4) citizens are present at the meeting.

**CITIZENS**

**ISSUES**

NO QUESTIONS

**2018-01-08.05      APPROVAL OF IRREDUCIBLE EXPENSES**

WHEREAS Council adopted the Budget for 2018 at the Extraordinary Meeting held December 20, 2017;

WHEREAS some expenses are irreducible and funds to cover them have been allocated for 2018;

WHEREAS irreducible expenses and payments must be authorized by the Director-General/Secretary-Treasurer as they become due;

UPON PROPOSAL DULY MOVED BY PAULINE FARRUGIA  
COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council authorize the Director-General/Secretary-Treasurer to proceed with the payment of the following expenditures as they become due, in accordance with By-law 2007-518 on the rules regarding budget control and monitoring.

- Remuneration of elected officials or employees, as authorized under by-law or resolution by Council;
- Employer contributions;
- Contract for building maintenance;
- Contract for household waste, recycling and composting material collection and disposal;
- Contract for the wastewater management site;
- Debt service and financing fees;
- Sûreté du Québec;
- Municipal share to the MRC and other supra-municipal organizations;
- Municipal vehicle registrations;
- Insurance;
- Government compensation for salaries and CSST payments, and contributions to the retirement plan;
- Electricity in buildings, equipment and public lighting;
- Phone and internet costs;

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- Heating oil for municipal buildings;
- Post office costs;
- Long-term financing contract (vehicles);
- Contract for equipment and vehicle rental;
- Credit card payment;
- Maintenance and support contracts – computer services.

PASSED

2018-01-08.06

**TCA MEMPHRÉMAGOG (TABLE DE CONCERTATION DES AÎNÉS MEMPHRÉMAGOG) – APPOINTMENT OF A REPRESENTATIVE FOR THE MUNICIPALITY**

WHEREAS the TCA Memphrémagog consists of a dynamic group of more than forty organizations who since 1991 have overseen various projects for the advancement of the well-being of senior citizens;

WHEREAS the TCA Memphrémagog provides an opportunity for its members to unite their voices in order to make known the needs of all senior citizens and to identify the challenges facing them;

WHEREAS the TCA Memphrémagog wishes to promote the exchange of information and a collaborative effort in addressing issues affecting the living conditions of senior citizens;

WHEREAS the TCA Memphrémagog requests that a Council member be designated to act as representative on issues affecting senior citizens;

UPON PROPOSAL DULY MOVED BY CLAUDE VILLENEUVE  
COUNCILLORS UNANIMOUSLY RESOLVE

THAT the person designated as representative for the Municipality of the Village of North Hatley at the TCA Memphrémagog be Councillor Pauline Farrugia;

PASSED

2018-01-08.07

**BY-LAW 2018-606 - CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR MUNICIPAL ELECTED OFFICIALS AND MEMBERS OF A MUNICIPAL ORGANIZATION – NOTICE OF MOTION**

I, Guy Veillette, hereby give notice of motion for the presentation of By-law 2018-606 – By-law for the adoption of a Code of Ethics and Professional Conduct for municipal elected officials and members of a municipal organization, amending By-law 2014-572.

2018-01-08.08

**BY-LAW 2018-606 - CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR MUNICIPAL ELECTED OFFICIALS AND MEMBERS OF A MUNICIPAL ORGANIZATION - PRESENTATION**

WHEREAS the Municipal Ethics and Good Conduct Act (2010, c. 27) requires that municipalities, following a general election and prior to March 1 next, adopt an amended code of ethics and rules of professional conduct, replacing the one in effect, with modifications;

WHEREAS at the present meeting, a notice of motion was given regarding the current by-law;

WHEREAS Council members received a copy of the current by-law two juridical days prior to the meeting and declare having read it;

UPON PROPOSAL DULY MOVED BY GUY VEILLETTE  
COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council present draft by-law 2018-606 – By-law for the adoption of a Code of Ethics and Professional Conduct for municipal elected officials and members of a municipal organization, amending By-law 2014-572;

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THAT the draft by-law adopt, for elected municipal officials and members of a municipal organization, an amended code of ethics and professional conduct, replacing the one currently in effect, with revisions.

THAT the draft by-law be presented for adoption at the Regular Meeting to be held February 5, 2018.

PASSED

**2018-01-08.09**

**WORK-TERM TRAINEE IN SECRETARIAL WORK - BURSARY**

WHEREAS Marie-Pier Roy completed a work-term in secretarial work for the period of November 20 to December 8, 2017;

WHEREAS the services of Marie-Pier Roy were highly appreciated;

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

THAT the Municipality grant a bursary in the amount of three hundred dollars (\$300) to Marie-Pier Roy in order to encourage her to further her studies.

PASSED

**2018-01-08.10**

**APPROVAL OF ACCOUNTS PAYABLE**

UPON PROPOSAL DULY MOVED BY PAULINE FARRUGIA  
COUNCILLORS UNANIMOUSLY RESOLVE

THAT Accounts Payable listed on the statement presented January 8, 2018 by the Treasury Department, in the amount of \$101,790.60 including expenses in excess of \$5,000, be approved for payment as in the following list:

PASSED

**2018-01-08.11**

**REPORTS ON NET SALARIES – 2017-12**

12 Employees, 7 Council members	<b>\$22,394.74</b>
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**2018-01-08.12**

**PERMIT SUBJECT TO PIIA GUIDELINES - 415, RUE HOVEY**

WHEREAS the CCUP held a regular meeting on December 19, 2017;

WHEREAS a request was submitted for the expansion to the left side of the residence;

WHEREAS the materials proposed for the expansion and exterior renovation of the main building are, for the roof, green asphalt shingles and, for the exterior walls, brown cedar siding;

WHEREAS the framing for the exterior doors, windows and mouldings will be green;

WHEREAS the proposed construction work meets the assessment criteria under the Site Planning and Architectural Integration by-law of the Municipality;

WHEREAS the CCUP recommends that the project be approved;

UPON PROPOSAL DULY MOVED BY GUY VEILLETTE  
COUNCILLORS UNANIMOUSLY RESOLVE

THAT Council accept the recommendation of the CCUP.

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PASSED

**2018-01-08.13**

**FIRE SAFETY PREVENTION SERVICES – AWARD OF CONTRACT**

WHEREAS fire safety prevention measures must be put into place under the Safety Cover Plan for fire protection;

WHEREAS the Municipality must as such retain professional services in order to carry out its action plan on fire prevention;

WHEREAS a proposal was submitted by the firm of Le Groupe GPI for the required services;

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 MARCELLA DAVIS GERRISH  
COUNCILLORS UNANIMOUSLY RESOLVE

THAT a contract be awarded to the firm of Le Groupe GPI for a total amount of eleven thousand three hundred and eighty-two dollars (\$11,382.00), plus taxes, as per the conditions outlined in the proposal dated December 21, 2017.

THAT payment be made under budgetary item 02 220 01 411.

PASSED

**OTHER BUSINESS**

**2018-01-08.14**

**QUESTION PERIOD ON ISSUES OF LOCAL PUBLIC INTEREST**

**CITIZENS**

**ISSUES**

CLAUDE GENDRON

-Complaint against the firm Le Groupe GPI regarding routine inspections  
-Water bill  
-Rue McKay not well cleared of snow

**2018-01-08.15**

**MEETING ADJOURNED**

At 7:24 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

\_\_\_\_\_  
Bruno Bélisle  
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.

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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.

PROJET - À ÊTRE ADOPTÉ