

**MINUTES
VILLAGE OF NORTH HATLEY
APRIL 6, 2020**

REGULAR (CLOSED) MEETING of Municipal Council, held via videoconference, at 7:00 p.m.

PRESENT are the following Councillors:

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

ABSENT:

QUORUM is present with Mayor Michael Page presiding.

ALSO PRESENT are Benoit Tremblay, Director-General and Secretary-Treasurer, and Bruno Bélisle, Assistant Secretary-Treasurer.

AGENDA – APRIL 6, 2020

1. Adoption of the Agenda
2. Adoption of the Minutes of the Meeting held March 2, 2020
3. Information from Council members
4. Question Period on Items listed on the Agenda

ADMINISTRATION, TOWN CLERK AND LEGAL AFFAIRS

5. Fédération québécoise des municipalités – Participation in congrès 2020
6. List of properties for sale due to non-payment of taxes – Repeal of Resolution 2020-03-02.05
7. Municipal representation – Designated Councillor

HUMAN RESOURCES AND WORK RELATIONS

8. Hiring of an employee at Public Works
9. Staff Employment Benefits – Approval of accrued vacation time and compensatory time

FINANCE AND TREASURY

10. Approval of Accounts Payable
11. Reports on Net Salaries – 2020-03
12. Sale of the Farmers Market permanent retractable shelters
13. Deferral of tax payments and reduced interest rates

ENGINEERING AND PUBLIC WORKS

14. Purchase of trucks for Public Works

PLANNING, HERITAGE AND THE ENVIRONMENT

15. MRC Memphrémagog – Appointment of Water Patrol Agents as Municipal Inspectors
16. Main Building – 790, chemin Sherbrooke – Residential construction
17. Main Building – 4060, chemin Magog – Window and door replacement

CULTURE, RECREATION AND COMMUNITY LIFE

18. Lake Massawippi Conservation Club – Request for financial support
19. Courir en Estrie – Request for authorization

OTHER BUSINESS

20. Communication through social media – Authorization
21. Question Period on Issues of local public interest
22. Meeting Adjourned

**MINUTES
VILLAGE OF NORTH HATLEY
APRIL 6, 2020**

2020-04-06.01

ADOPTION OD THE AGENDA

I, MARCELLA DAVIS-GERRISH, MOVE

THAT the Agenda be adopted with the addition of items 16 and 17.

PASSED

2020-04-06.02

ADOPTION OF THE MINUTES OF THE MEETING HELD MARCH 2, 2020

I, ALEXANDRE-NICOLAS LEBLANC, MOVE

THAT the Minutes of the Meeting held March 2, 2020 be adopted.

PASSED

2020-04-06.03

INFORMATION FROM COUNCIL MEMBERS

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

- Newsletter will be sent this week
-
-

2020-04-06.04

QUESTION PERIOD ON ITEMS LISTED ON THE AGENDA

Closed meeting.

CITIZENS

ISSUES

2020-04-06.05

FÉDÉRATION QUÉBÉCOISE DES MUNICIPALITÉS – PARTICIPATION IN THE CONGRÈS 2020

WHEREAS the Congrès de la Fédération Québécoise des Municipalités is the most prominent gathering of municipalities in Québec, a venue for discussion and debate attended by more than 2,000 elected officials;

WHEREAS the Fédération québécoise des municipalités (FQM) will hold it annual conference in Québec City on September 24, 25 and 26, 2020;

WHEREAS it is important for Council members to take part in the annual conference;

I, ALEXANDRE-NICOLAS LEBLANC, MOVE

THAT the Municipality proceed with registration for the Mayor and Councillors interested in taking in the FQM conference;

THAT the Municipality assume registration, travel, lodging and meals expenses for the participants in accordance with the municipal policy in force.

PASSED

2020-04-06.06

LIST OF PROPERTIES FOR SALE DUE TO NON-PAYMENT OF TAXES – REPEAL OF RESOLUTION 2020-03-02.05

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 and approved by Council;

WHEREAS at the Meeting held March 2, 2020 Council approved a list of properties now postponed;

I, AARON PATELLA, MOVE

THAT Council repeal resolution 2020-03-02.05.

PASSED

**MINUTES
VILLAGE OF NORTH HATLEY
APRIL 6, 2020**

2020-04-06.07

MUNICIPAL REPRESENTATION – DESIGNATED COUNCILLOR

WHEREAS Council wishes to ensure representation of the Municipality at various local organizations;

WHEREAS it is appropriate to designate a councillor for municipal representation at the Conseil de gouvernance de l'eau des bassins versants de la rivière Saint-François (COGESAF);

I, GUY VEILLETTE, MOVE

THAT Councillor Aaron Patella be designated as representative for the Municipality at the the COGESAF.

PASSED

2020-04-06.08

HIRING OF AN EMPLOYEE AT PUBLIC WORKS

WHEREAS there has been an opening for an employee at Public Works;

WHEREAS there was an immediate application submitted by Scott Muth;

WHEREAS the application submitted by Scott Muth meets all of the requirements of the job description;

I, AARON PATELLA, MOVE

THAT Council approve the hiring of Scott Muth as an employee at Public Works, in accordance with the terms of employment discussed and agreed to by all parties, notably the terms for group 3 employees, outlined in the personnel management guide (August 2014), to be listed under the conditions of the terms of employment contract for Scott MUTH.

THAT the start date of employment be set at March 16, 2020.

THAT Scott Muth be subject to a six-month probationary period as of the start date of employment;

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

THAT funds required to cover the salary expense 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 nature of the tasks performed.

PASSED

2020-04-06.09

STAFF EMPLOYMENT BENEFITS – APPROVAL OF ACCRUED VACATION TIME AND COMPENSATORY TIME

WHEREAS there are banks of accrued vacation time and compensatory time by employees;

WHEREAS within the framework of the preparation of financial statements by the Municipality it is appropriate to have banked hours approved by Council;

WHEREAS the list of banked hours was submitted by the Director General/Secretary-Treasurer;

I, ELIZABETH FEE, MOVE

THAT Council for the Village of North Hatley approve the list submitted by the Director General/Secretary-Treasurer relative to employee accrued vacation and compensatory time as of December 31, 2019.

PASSED

**MINUTES
VILLAGE OF NORTH HATLEY
APRIL 6, 2020**

2020-04-06.10

APPROVAL OF ACCOUNTS PAYABLE

I, PAULINE FARRUGIA, MOVE

To approve payment of supplier accounts listed on the statement presented April 6, 2020 by the Treasury Department, in the amount of \$190,610.96, including expenses in excess of \$5,000, be approved for payment as in the following list:

Municipalité du VILLAGE DE NORTH HATLEY	DÉBOURSÉS DE PLUS DE 5 000\$ DISBURSED OVER \$ 5,000	
	RÉUNION DU : lundi 6 avril 2020 MEETING OF : April 6, 2020	Déposé : 2020-04-03 Submit : 03-04-2020
FOURNISSEURS/SUPPLIERS	DATE	FACTURE/INVOICE MONTANT/AMOUNT
SANI-ESTRIE INC.		
DÉCHETS, RÉCUPÉRATION ET PUTRESCIBLES		6 594.99 \$
CONTENEURS		611.87 \$
		TOTAL 7 196.86 \$
		Taxes incluses
 ESPACE STRATEGIE		
PLANIFICATION STRATEGIQUE 1 DE 4		5 748.75 \$
		TOTAL 5 748.75 \$
		Taxes incluses
 DÉZIEL		
Réparation véhicule voirie V23	mars	568.17 \$
Réparation véhicule voirie	mars	390.67 \$
Réparation véhicule voirie V21	décembre	14 322.24 \$
Réparation véhicule voirie V21	décembre	4 130.57 \$
		TOTAL 19 411.65 \$
		Taxes incluses
 RIEM		
QUOTE PART 2 DE 4		87 071.25 \$
		TOTAL 87 071.25 \$
		Taxes incluses
 PARC RÉGIONAL MASSAWIPPI		
QUOTE PART ANNUELLE		22 308.00 \$
		TOTAL 22 308.00 \$
		Taxes incluses
 MÉCANIQUE TDR		
RÉPARATION VÉHICULE VOIRIE v23		500.14 \$
RÉPARATION VÉHICULE VOIRIE v23		2 937.04 \$
RÉPARATION VÉHICULE VOIRIE		321.92 \$
RÉPARATION VÉHICULE VOIRIE		2 688.53 \$
RÉPARATION VÉHICULE VOIRIE		1 815.17 \$
		TOTAL 8 262.80 \$
		Taxes incluses
		GRAND TOTAL 149 999.31 \$
		Taxes incluses

PASSED

2020-04-06.11

REPORTS ON NET SALARIES – 2020-03

ELECTED	\$5,521.92
PERMANENT	\$14,545.84
TOTAL	\$33,673.72

**MINUTES
VILLAGE OF NORTH HATLEY
APRIL 6, 2020**

2020-04-06.12 SALE OF FARMERS MARKET PERMANENT RETRACTABLE SHELTERS

Item postponed to next year.

2020-04-06.13 DEFERRAL OF TAX PAYMENTS AND REDUCED INTEREST RATES

WHEREAS in view of extenuating circumstances due to the threat posed by COVID-19;

WHEREAS citizens may be faced with liquidity needs during this period;

I, AARON PATELLA, MOVE

To cancel, upon written request by the owner, the interest rate on late property tax payments from March 15 to June 29, 2020.

Requests submitted by e-mail must be sent to tresorerie@northhatley.org

2020-04-06.14 PURCHASE OF TRUCKS FOR PUBLIC WORKS

WHEREAS a call for tenders was put out for the purchase of two pick-up trucks for Public Works;

WHEREAS one proposal only was submitted, by Ford Yargeau Acton Vale at the time of the opening of tenders, February 28, 2020;

I, MARCELLA DAVIS-GERRISH, MOVE

THAT the Municipality purchase the pick-up trucks from the firm of Ford Yargeau Acton Vale at the cost of \$95,300 plus taxes, in accordance with THE price stipulated in the offer dated February 28, 2020;

THAT the expense be covered under budgetary item 03.320.00.

PASSED

2020-04-06.15 MRC MEMPHRÉMAGOG – APPOINTMENT OF WATER PATROL AGENTS AS MUNICIPAL INSPECTORS

WHEREAS the MRC de Memphrémagog and the Municipality of North Hatley have an intermunicipal agreement with respect to water patrol on Lake Massawippi and the Massawippi River;

WHEREAS water patrol agents, William Massé, Félix Cournoyer, Mélodie Dugrenier, Sarah Janelle, Jérémie Desautels and Paige Lavoie, have been hired for the 2020 season to oversee the following:

- application of agreements with the MRC de Memphrémagog regarding the delegation of authority and services provided on Lake Massawippi and the Massawippi River;
- application of by-laws enacted in accordance with the Canada Shipping Act of 2001;
- application, among others and not limited to, the following by-laws, such as:

- By-law on restrictions regarding the use of crafts
- By-law on small crafts
- By-law on the competence of operators of pleasure crafts
- By-law on private buoys
- By-law on nuisances aimed at preventing infestation by zebra mussels and other invasive alien species

WHEREAS by way of a resolution, each lakeside and riverside municipality must appoint water patrol agents as municipal inspectors for the purpose of enforcing the said by-laws;

I, ELIZABETH FEE, MOVE

THAT water patrol agents, William Massé, Félix Cournoyer, Mélodie Dugrenier, Sarah Janelle, Jérémie Desautels and Paige Lavoie be appointed as municipal inspectors for the purpose of enforcing the by-laws stated above and for the period of May 1 to October 31, 2020.

PASSED

2020-04-06.16 MAIN BUILDING – 790, CHEMIN SHERBROOKE – RESIDENTIAL CONSTRUCTION

**MINUTES
VILLAGE OF NORTH HATLEY
APRIL 6, 2020**

WHEREAS the project submitted meets all of the PIIA criteria. CCUP however have made the following comments and recommendations:

1. The access road to the building by way of chemin Sherbrooke will require that both rows of cedar hedges be cut down;
2. It is understood that as per the implementation plan, although not specified by the owners, the row of trees to the right of the row of cedar hedge will be preserved; a wholeheartedly encouraged choice;
3. Considering the cutting down of the cedar hedges and to compensate for the resulting visual impact, that be planted large-growing trees starting at chemin Sherbrooke for a good distance along the access road;
4. Preserve existing trees:
 - o By reducing the cutting of trees to the required minimum for the construction of the building;
 - o By taking the necessary means to avoid the impact of grading the terrain if such is the case to ensure a level base.
5. The access road by way of chemin Sherbrooke, although it meets the regulatory width requirement, extends into a funnel-shape. Although this is currently not an issue, the by-law to this effect should probably be corrected in order to avoid situations otherwise less acceptable.

I, GUY VEILLETTE, MOVE

To approve the recommendation of the CCUP for the construction project of a building at 790, chemin Sherbrooke including further detailed recommendations made by the members of the CCUP.

PASSED

2020-04-06.17

MAIN BUILDING – 4060, CHEMIN MAGOG – WINDOW AND DOOR REPLACEMENT

WHEREAS the residence is within a PIIA zone;

WHEREAS the owner of the premises would like to replace 7 wooden windows on the main floor with double sash wooden windows as well as replace the front and side doors with wooden windows and doors replicating the original windows and doors. The main difference for the windows will be the square shape rather than diamond shape glass of the French-style windows;

WHEREAS the submitted project meets all PIIA applicable criteria with no additional comments or recommendations.

I, ÉLIZABETH FEE, MOVE THAT the window and door replacement project be approved.

PASSED

2020-04-06.18

LAKE MASSAWIPPI CONSERVATION CLUB – REQUEST FOR FINANCIAL SUPPORT

WHEREAS requests for support were submitted by the Lake Massawippi Conservation Club for trout stocking of Lake Massawippi, to ensure initiation to fishing activities and reinforce the aquaculture infrastructure;

WHEREAS the purpose of the requests is to support the continued fish stocking of Lake Massawippi, ensuring that fishing will be available to future generations;

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

I, ALEXANDRE-NICOLAS LEBLANC, MOVE

THAT the Municipality authorize access to the municipal wharf during the fishing festival;

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

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

**MINUTES
VILLAGE OF NORTH HATLEY
APRIL 6, 2020**

PASSED

2020-04-06.19

COURIR EN ESTRIE – REQUEST FOR AUTHORIZATION

WHEREAS a request was submitted by the Courir en Estrie organization to hold a half-marathon on Mother's Day, May 9, 2020;

WHEREAS the current home confinement situation is affecting a majority of citizens:

I, MARCELLA DAVIS-GERRISH, MOVE

THAT although Council is highly in favour of the annual event;

THAT due to the current conditions surrounding COVID-19, the Municipality cannot give the go-ahead for the event;

THAT Council is open to a rescheduled date for the event to take place.

2020-04-06.20

COMMUNICATION THROUGH SOCIAL MEDIA – AUTHORIZATION

WHEREAS the COVID-19 pandemic has brought about exceptional circumstances;

WHEREAS the Municipality wishes to equip itself with an additional means of communication to keep the population informed in a timely manner.

I, ALEXANDRE-NICOLAS LEBLANC, MOVE

THAT the Municipality create an official profile on the FACEBOOK platform.

PASSED

OTHER BUSINESS

2020-04-06.21

QUESTION PERIOD ON ISSUES OF LOCAL PUBLIC INTEREST

QUESTIONS WERE SUBMITTED BY E-MAIL PRIOR TO THE MEETING

CITIZENS	ISSUES
CAROL HALLER	<i>Is there a specific reason the market stalls are being sold? Would it not be better to donate them to the school instead of selling them off? The children could have some picnic tables or games under there. If the school does not want them perhaps the Legion could have them for their back yard area.</i>
CAROL HALLER	<i>Is there no way the meeting could be streamed? Many other municipalities do so on a regular basis.</i>
CAROL HALLER	<i>Do you have a position regarding the Municipal Conference in Quebec City? I would think that considering the virus, and the fact that a new council will be elected in November, the expense does not seem necessary.</i>
DOMINIQUE CYR	<i>Why is there no specific item update on the status of the village relative to the coronavirus pandemic. For example, future plans in the event that the pandemic continues over time:</i>
DOMINIQUE CYR	<i>What is happening with the Farmers Market?</i>
DOMINIQUE CYR	<i>Are you sure that all persons living alone are okay and don't need any help?</i>
DOMINIQUE CYR	<i>What's going to happen with the Marina?</i>
DOMINIQUE CYR	<i>Can we use the park?</i>
DOMINIQUE CYR	<i>Will the bike path be accessible as planned?</i>
DOMINIQUE CYR	<i>How to support our grocery store that is making all efforts in a remarkable way to provide a delivery service and on-line ordering service?</i>
DOMINIQUE CYR	<i>Will there be a big item garbage collection as usual?</i>
CLAUDE GENDRON	<i>I very well understand the closed meeting, but why not make resolutions available by internet, so that we can ask questions by way of e-mail (always by e-mail)? And possibly submit our other questions in writing so that they can be</i>

**MINUTES
VILLAGE OF NORTH HATLEY
APRIL 6, 2020**

answered in the minutes, I think it would allow us (me and other "tannants") to participate in municipal life.

- DOMINIQUE FREMINET *I hope you're all in good health.
When will street cleaning start?*
- DOMINIQUE FREMINET *Will the bridge reconstruction be pushed back? It would help to get us through the current crisis.*
- DOMINIQUE FREMINET *As well, the MTQ should install signs on routes 108 et 143 indicating the bridge closure, I think it would help in the situation.*

2020-04-06.22

MEETING ADJOURNED

At 7:39 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

Benoit Tremblay
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.