

**MINUTES
VILLAGE OF NORTH HATLEY
MAY 4, 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. |
| 3. Guy Veillette | 6. Alexandre-Nicolas Leblanc |

ABSENT: Aaron Patella

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 – MAY 4, 2020

1. Adoption of the Agenda
2. Adoption of the Minutes of the Regular Meeting held April 6, 2020
3. Information from Council members
4. Question Period on Items listed on the Agenda

ADMINISTRATION, TOWN CLERK AND LEGAL AFFAIRS

HUMAN RESOURCES AND WORK ELATIONS

5. Authorization - Hiring of Tourist Information Attendants
6. Authorization – Hiring of Lifeguards
7. Authorization – Hiring of a Secretary-Receptionist for the 2020 summer season
8. Authorization - Hiring of an Attendant for Parks, Green Spaces (Horticulturist)

FINANCE AND TREASURY

9. Approval of Accounts Payable
10. Reports on Net Salaries – 2020-04

ENGINEERING AND PUBLIC WORKS

PLANNING, ENGINEERING AND THE ENVIRONMENT

11. Accessory building – 4260, rue Magog – new construction
12. Main building and Accessory building – lot 4 029 038 rue Rublee – new constructions
13. Main building – 99 rue Main – replacement of doors and windows

CULTURE, RECREATION AND COMMUNITY LIFE

14. MRC de Memphrémagog – Appointment of agents to issue boat wash and user certificates, and designation of the boat wash station location

PUBLIC SECURITY

15. Proclamation of World Red Cross Day

OTHER BUSINESS

16. Question Period on Issues of local public interest
17. Meeting Adjourned

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2020-05-04.01

ADOPTION OF THE AGENDA

I, MARCELLA DAVIS-GERRISH, MOVE

THAT the Agenda be adopted with the addition of item 15.

PASSED

2020-05-04.02

ADOPTION OF THE MINUTES OF THE MEETING HELD APRIL 6, 2020

I, ALEXANDRE-NICOLAS LEBLANC, MOVE

THAT the Minutes of the Meeting held April 6, 2020 be adopted.

PASSED

2020-05-04.03

INFORMATION FROM COUNCIL MEMBERS

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

- Thank you to volunteers and all who continue to help out during the COVID-19 pandemic
- The Marina is open - on an appointment-only basis - for the sale of vignettes, for boat wash and boat launch
- Parks and public spaces remain closed

2020-05-04.04

QUESTION PERIOD ON ITEMS LISTED ON THE AGENDA

Closed Council meeting
Questions from citizens submitted by e-mail

CITIZENS

ISSUES

2020-05-04.05

AUTHORIZATION – HIRING OF TOURIST INFORMATION ATTENDANTS

WHEREAS the current situation remains uncertain in terms of confinement measures issued by the Quebec Government;

WHEREAS a deconfinement plan is to be laid out;

WHEREAS there is the planned work schedule for the replacement of the bridge on rue Main and anticipated requests for information by many visitors to the Village;

WHEREAS the North Hatley Merchants Association has submitted a statement of intent to dissolve;

WHEREAS the tourist information kiosk serves the interests of the Municipality of the Village of North Hatley as well as the interests of the Canton de Hatley;

WHEREAS the Municipality must hire tourist information attendants for the summer season to both keep watch over the area and provide information to visitors to the Village;

I, ALEXANDRE-NICOLAS LEBLANC, MOVE

THAT the Municipality hire tourist information attendants for the 2020 summer season as soon as a municipal deconfinement plan comes into effect. That expenses relative to the information kiosk be shared with the Canton de Hatley.

PASSED

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2020-05-04.06

AUTHORIZATION – HIRING OF LIFEGUARDS

WHEREAS the current situation remains uncertain in terms of confinement measures issued by the Quebec Government;

WHEREAS a deconfinement plan is to be laid out;

WHEREAS Pleasant View Beach is one of the Municipality's main attractions for citizens and visitors and is bound to be busy during the summer season;

WHEREAS the Municipality must hire lifeguards for the summer season to also ensure surveillance of both the area and the beach;

I, MARCELLA DAVIS-GERRISH, MOVE

THAT the Municipality hire lifeguards for the 2020 summer season in accordance with the guidelines of the Régie du Parc régional Massawippi.

PASSED

2020-05-04.07

AUTHORIZATION – HIRING OF A SECRETARY-RECEPTIONIST FOR THE 2020 SUMMER SEASON

WHEREAS the current situation remains uncertain in terms of confinement measures issued by the Quebec Government;

WHEREAS a deconfinement plan is to be laid out;

WHEREAS the municipal Town Hall is busy during the summer season with increased requests for information and registration for beach activities;

WHEREAS the Municipality must maintain services for citizens and visitors during permanent employee vacation periods;

I, ELIZABETH FEE, MOVE

THAT the Municipality hire a Secretary-Receptionist for the period of June 22 to August 14, 2020 as soon as a deconfinement plan for the Municipality comes into effect.

PASSED

2020-05-04.08

AUTHORIZATION – HIRING OF AN ATTENDANT FOR PARKS AND GREEN SPACES (HORTICULTURIST)

WHEREAS the current situation remains uncertain in terms of confinement measures issued by the Quebec Government;

WHEREAS a deconfinement plan is to be laid out;

WHEREAS the Municipality maintains a number of green spaces popular with citizens and visitors alike that require specialized maintenance;

I, GUY VEILLETTE, MOVE

THAT the Municipality hire an Attendant for parks and green space (horticulturist) for the 2020 summer season.

PASSED

2020-05-04.09

APPROVAL OF ACCOUNTS PAYABLE

I, PAULINE FARRUGIA, MOVE

To approve payment of supplier accounts listed on the statement presented May 4, 2020 by the Treasury Department, in the amount of \$152,292.98, 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 mai 2020
MEETING OF : May 4, 2020**

Déposé : 2020-05-04
Submit : 04-05-2020

FOURNISSEURS/SUPPLIERS	DATE	FACTURE/INVOICE	MONTANT/AMOUNT
ENTREPRISES BRETON			
	Nettoyage de rues-108		2 189.12 \$
	Nettoyage de rues-Village		16 486.85 \$
		TOTAL	18 675.97 \$
			Taxes incluses
EXCELLENCE AGRIDUSTRIE DE L'ESTRIE			
	Réparation équipement voirie		64.50 \$
	Location tracteur DICI hiver 2020		21 654.38 \$
	Location Bobcat/souffleuse hiver 2020		25 801.99 \$
		TOTAL	47 520.87 \$
			Taxes incluses
REVENU QUÉBEC			
	DAS AVRIL		8 889.55 \$
		TOTAL	8 889.55 \$
RÉGIE INCENDIES (RIPPME)			
	QUOTE PART 2 DE 4		25 114.00 \$
		TOTAL	25 114.00 \$
PRUDENT MESURES D'URGENCE			
	HONORAIRES PROFESSIONNELS PLAN DE SÉCURITÉ		5 336.57 \$
		TOTAL	5 336.57 \$
			Taxes incluses
HYDRO QUÉBEC			
	Éclairage général - du 1er au 31 mars		1 306.40 \$
	Plage Pleasant View du 1er fev au 31 mars		21.51 \$
	3080, Capelton - Stationnement - du 1er fev au 31 mars		31.56 \$
	POMPE ÉGOUT 1 DU 1ER FEV AU 31 MARS		460.98 \$
	POMPE ÉGOUT 2 DU 1ER FEV AU 31 MARS		57.92 \$
	SURPRESSEUR MASSAWIPPI DU 28 JAN AU 26 MARS		20.02 \$
	STATIONNEMENT CH RIVIERE DU 29 JAN AU 27 MARS		19.22 \$
	SURPRESSEUR SHERBROOKE DU 29 JAN AU 27 MARS		445.99 \$
	RÉGIE INCENDIE		337.85 \$
	USINE ÉPURATION DU 29 JAN AU 27 MARS		2 198.99 \$
	4045 Magog - Dreamland Park du 12 fev au 9 avril		54.85 \$
	495, chemin Hovey - Égout moteur 12 fev au 9 avril		18.84 \$
	KIOSQUE DU 12 FEV AU 9 AVRIL		634.18 \$
	4195 Magog - Pompe égoût 5 - du 12 fev au 9 avril		56.50 \$
	325, rue Hovey - Pompe égoût 6 - du 12 fev au 9 avril		87.33 \$
	Quai municipal du 12 fev au 9avril		109.40 \$
		TOTAL	5 861.54 \$
			Taxes incluses
		GRAND TOTAL	111 398.50 \$
			Taxes incluses

PASSED

2020-05-04.10

REPORTS ON NET SALARIES – 2020-04

ELECTED	\$5,053.76
PERMANENT	\$17,741.09
SEASONAL	\$0.00
CCUP	\$148.53
	\$22,943.38

2020-05-04.11

ACCESSORY BUILDING – 4260, RUE MAGOG – NEW CONSTRUCTION

WHEREAS a plan was submitted for a garden shed measuring 7.5 ft x 11 ft to be constructed at the back of the residence.

WHEREAS following a review of the proposed plan, CCUP members made the following comments:

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1. The accessory building is a prefabricated structure made of resin. It does not meet some of the PIIA criteria;
2. The accessory building will not be visible from the street and barely visible from other areas of the property;
3. The installation of the accessory building must respect lot restrictions outlined under the by-law;
4. A mature tree stands next to the planned location of the accessory building. The location of the structure will have to ensure that the tree and its roots are protected.

WHEREAS the CCUP has indicated to Council that it is in favour of the project with recommendations 3 and 4.

I, ELIZABETH FEE, MOVE

THAT Council accept the CCUP recommendation.

PASSED

2020-05-04.12

MAIN BUILDING AND ACCESSORY BUILDING – LOT 4 029 038 RUE RUBLEE – NEW CONSTRUCTIONS

WHEREAS plans were submitted for the construction of a one-floor, single-family detached residence of 20.48 m x 10.36 m, and garden shed of 10 ft x 14 ft.

WHEREAS following a review of the proposed plans, CCUP members made the following comments:

1. The planned building would be in a sector where most buildings have two floors. However, the next door neighbor has a similar one-floor residence;
2. The building would display little ornamentation;
3. The clearing of the land is at the advanced stage and would retain a row of trees along the left and back property lines only;
4. The building would display architectural balance;
5. The exterior walls would be of wood with a shingled roof that blends in colour and overall fits well into its environment;
6. The proposed landscaping is major and compensates in part for the land clearing;
7. The natural land level in proximity to the existing trees must be maintained;
8. The land development/landscaping will have to ensure adequate drainage of water from other properties;
9. Safety lighting and of the property will have to adhere to set requirements;
10. The accessory building meets the essential PIIA criteria.

WHEREAS the CCUP has indicated to Council that it is in favour of the project with recommendations 7, 8, and 9.

I, GUY VEILLETTE. MOVE

THAT Council accept the CCUP recommendation.

PASSED

2020-05-04.13

MAIN BUILDING – 99 RUE MAIN – REPLACEMENT OF DOORS AND WINDOWS

WHEREAS a plan was submitted for the replacement on the front facade of the building of 5 windows with same size windows and of another window with a door.

WHEREAS the said project was submitted for review at the CCUP meeting of April 1, 2020.

WHEREAS members had made the decision to postpone the review as not all pertinent

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documents and information were available.

WHEREAS following a review of the project, members made the following comments:

1. The wood windows will be replaced with pvc windows;
2. With the exception of the window to be replaced with a door, the dimensions of the openings remain the same;
3. The said replacements will be to the rear facade of the building and will have no visual impact;
4. The door to be installed, to replace the window, will give onto a path towards the left facade of the building. Planned work must respect set guidelines for property lines.
5. In terms of the large window to be replaced, members are of the opinion that a guillotine-style window (rather than a picture window) like the windows on the front facade, would better reflect the authentic architectural style of the period.

WHEREAS in view of point 3, the CCUP has indicated to Council that it is in favour of the project with the assurance that the applicant will give serious consideration to the recommendation under point 5.

I, GUY VEILLETTE, MOVE

THAT Council accept the CCUP recommendation.

PASSED

2020-05-04.14

MRC DE MEMPHRÉMAGOG – APPOINTMENT OF AGENTS TO ISSUE BOAT WASH AND USER CERTIFICATES, AND DESIGNATION OF THE BOAT WASH STATION LOCATION

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

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

I, PAULINE FARRUGIA, MOVE

THAT Stephen PIERCY, Bruno BÉLISLE, Peter BLODGETT, Marie-Pier ROY, Alizée JUTRAS and Josée FONTAINE be appointed agents for the issuing of boat wash and user certificates;

THAT the location of the boat wash station is the North Hatley Marina, 240, rue Mill.

PASSED

OTHER BUSINESS

2020-05-04.15

PROCLAMATION OF WORLD RED CROSS DAY

WHEREAS the Red Cross does here in North Hatley what it does everywhere around the world, which is to provide disaster relief;

WHEREAS on average every 11 hours in the province of Québec, a team of Red Cross volunteers is mobilized to help people whose lives have been turned upside down due to some event or disaster;

WHEREAS people can rely on a team of specially trained volunteers, ready to step in and help at all times;

WHEREAS when a disaster occurs, the Red Cross goes into action and makes available emergency equipment throughout Québec and also provides assistance by offering 'Be Ready' programmes and services;

WHEREAS the Red Cross plays a frontline role in terms of prevention by offering people everywhere the means for saving a life thanks to programmes such as 'Red Cross swimming', 'Advanced life saving' or 'Guardian awareness';

I, MICHAEL PAGE, Mayor of North Hatley, MOVE

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THAT the Municipality of the Village of North Hatley PROCLAIM MAY 8, World Red Cross Day.

AND highlight the work by volunteers who, for almost 113 years, have given of their time to help the most vulnerable here and throughout Canada.

PASSED

2020-05-04.16

QUESTION PERIOD ON ISSUES OF LOCAL PUBLIC INTEREST

QUESTIONS WERE SUBMITTED BY E-MAIL PRIOR TO THE MEETING

CITIZENS

ISSUES

PAUL ST-PIERRE
DOMINIQUE CYR
DOMINIQUE
FREMINET

Q Since the Town Council is meeting without any citizens present, would it possible to include in the minutes of the meeting, beginning with the meeting of 04 May 2020, *both* the question raised by the citizen *and* the response provided by council?
R *Responses are included as of now ...*

Q What is the *total* cost (enrolment, transportation costs, expenses, accommodation, and salaries or remuneration, etc.) to the municipality of North Hatley of attendance in 2019 by councillors, the mayor and administrative staff at the annual meeting of the Fédération québécoise des municipalités?

PAUL ST-PIERRE

	2017	2018	2019
INSCRIPTIONS AU CONGRÈS (CONGRESS REGISTRATION)	0	1 637.81 \$	9 650.46 \$
DÉPLACEMENT ET FRAIS DE SEJOUR (TRAVEL AND LIVING EXPENSES)	0	1 895.83 \$	7 375.16 \$
TOTAL	0	3 533.64 \$	13 808.08 \$

R

En 2017: elections: pas de participation au congrès de la FQM (Election Year: no FQM congress participation)

En 2018 : DG et un élu à Mtl (Director General and one council member, in Montréal)

DOMINIQUE CYR Q Will there be a Farmers Market this summer?
R We are awaiting guidelines to be issued by public security and indications by merchants of their willingness to participate this year.

DOMINIQUE CYR Q Will the Marina be moved to the municipal wharf?
R *No and there will be time restrictions on boat access to the lake.*

DOMINIQUE CYR Q Will the bridge reconstruction take place in August as scheduled?
R *So far, work is scheduled to take place. It is, however, within the purview of the MTQ.*

DOMINIQUE CYR Q Will we be able to go to the beach this summer?
R *We are awaiting guidelines to be issued by Public Security authorities.*

DOMINIQUE CYR Q Is the community garden project still a possibility?
R *It is always a possibility but will be difficult to put into place this summer.*

DOMINIQUE FREMINET Q I noticed a hydro pole with outlets (120v) in the public parking lot on rue School! What is it for???
R *It is an outlet installed by the ETSB for electric buses. It was installed for the school board electric buses.*

PRC

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2020-05-04-17

MEETING ADJOURNED

At 7:45 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.

PROJET À ADOPTER