

**MINUTES
VILLAGE OF NORTH HATLEY
JUNE 1, 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 – JUNE 1, 2020

1. Adoption of the Agenda
2. Adoption of the Minutes of the Meeting held May 4, 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 RELATIONS

5. Recording and publishing of Council meetings
6. Appointment of an Attendant for parks, green spaces and landscaping

FINANCE AND TREASURY

7. Approval of Accounts payable
8. Reports on Net Salaries – 2020-05
9. Allocation of the balance of the park and playground fund

ENGINEERING AND PUBLIC WORKS

PLANNING, HERITAGE AND THE ENVIRONMENT

10. Main building – 475, chemin hovey – Full home renovation and expansion
11. Main building – 4080 chemin magog – Painting and renovation
12. Main building – 1045 chemin massawippi – Painting
13. Main building – 780 rue sherbrooke – Expansion

CULTURE, RECREATION AND COMMUNITY LIFE

14. Conseil Sport Loisir de l'Estrie – Membership renewal

PUBLIC SECURITY

15. Fire safety – Adoption of the annual report for 2019

OTHER BUSINESS

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

**MINUTES
VILLAGE OF NORTH HATLEY
JUNE 1, 2020**

2020-06-01.01

ADOPTION OF THE AGENDA

I, ALEXANDRE NICOLAS LEBLANC, MOVE

THAT the Agenda be adopted as presented with the recommended changes.

PASSED

2020-06-01.02

ADOPTION OF THE MINUTES OF THE MEETING HELD MAY 4, 2020

I, ALEXANDRE-NICOLAS LEBLANC, MOVE

THAT the Minutes of the Regular Meeting held May 4, 2020 be adopted.

PASSED

2020-06-01.03

INFORMATION FROM COUNCIL MEMBERS

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

- Bridge on rue Main
- Social distancing in the parks

2020-06-01.04

QUESTION PERIOD ON ITEMS LISTED ON THE AGENDA

Closed Council meeting

Questions from citizens submitted by e-mail

CITIZENS

ISSUES

2020-06-01.05

RECORDING AND PUBLISHING OF COUNCIL MEETINGS

WHEREAS our population is aging, some citizens have reduced mobility, or a number of our citizens are not permanent residents of North Hatley, all factors that can make it difficult or impossible to attend our regular Council meetings and to be considered;

WHEREAS it is essential to ensure the utmost transparency of Council meetings and discussions for all of our citizens, to maintain a complete record of them and make them accessible to all for future reference;

WHEREAS Council has discussed the possibility of recording and making available on the Municipality's website the minutes of the regular Council meetings;

WHEREAS I consider that the guidelines put in place as a result of the COVID-19 pandemic indicate beyond any doubt that to proceed with recordings of the minutes is an absolute possibility;

WHEREAS in order to best meet the needs of our citizens, what has been discussed in terms of recordings of the meetings should be put into practice;

I, Alexandre-Nicolas LeBlanc, MOVE

THAT regular Council meetings at the Municipality of the Village of North Hatley be, and beginning with this meeting, audio recorded and fully accessible to all citizens on the website of the Municipality within a maximum delay of 5 business days of the said meeting.

PASSED

2020-06-01.06

APPOINTMENT OF AN ATTENDANT FOR PARKS, GREEN SPACES AND LANDSCAPING

The purpose of this motion is to make official the hiring of an attendant for parks, green spaces and landscaping for the 2019 summer season.

WHEREAS the Municipality must hire an Attendant for parks, green spaces and landscaping for the summer season;

I, PAULINE FARRUGIA, MOVE

**MINUTES
VILLAGE OF NORTH HATLEY
JUNE 1, 2020**

THAT Youly GAGNON be hired as Attendant for parks, green spaces and landscaping for the period of May 19 to September 25, 2020, on a variable weekly schedule, at the pay rate of \$19.00 an hour, and that compensation in the amount of \$75 for 2019 and \$75 for 2020 be paid to the employee for use of her personal mobile phone.

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

2020-06-01.07 APPROVAL OF ACCOUNTS PAYABLE

I, PAULINE FARRUGIA, MOVE

THAT Accounts Payable listed on the statement presented June 1, 2020 by the Treasury Department, in the amount of \$180,927.07, including expenses in excess of \$5,000, be followincluded as in the following list:

PASSED

Municipalité du
VILLAGE DE NORTH HATLEY

**DÉBOURSÉS DE PLUS DE 5 000\$
DISBURSED OVER \$ 5,000**

**RÉUNION DU : lundi 1 juin 2020
MEETING OF : June 1, 2020**

Déposé : 2020-05-25
Submit : 25-05-2020

FOURNISSEURS/SUPPLIERS	DATE	FACTURE/INVOICE	MONTANT/AMOUNT
J.P.CADRIN & ASS. INC. ÉQUILIBRATION DU ROLE FONCIER			7 473.38 \$ TOTAL 7 473.38 \$ Taxes incluses
MINISTRE DES FINANCES QUOTE PART 1 DE 2 - SQ			82 100.00 \$ TOTAL 82 100.00 \$ Taxes incluses
REVENU QUÉBEC DAS MAI 2020			10 077.89 \$ TOTAL 10 077.89 \$
SANI-ESTRIE INC. COLLECTES DU 1ER AU 31 MARS 2020 COLLECTES 1ER AU 30 AVRIL COLLECTES 1ER AU 31 MAI 2020 CONTENEURS CONTENEURS			6 584.99 \$ 6 584.99 \$ 6 584.99 \$ 425.41 \$ 356.42 \$ TOTAL 20 536.80 \$ Taxes incluses
LES SERVICES EXP INC. SERVICES D'INSPECTION MAI 2020			5 038.99 \$ TOTAL 5 038.99 \$ Taxes incluses
VAL ESTRIE FORD GARANTIES PROLONGÉES CAMIONS VOIRIES V24 GARANTIES PROLONGÉES CAMIONS VOIRIES V25			8 433.41 \$ 8 433.41 \$ TOTAL 16 866.82 \$ Taxes incluses
ESPACE STRATÉGIES INC. PLANIFICATION STRATÉGIQUE			5 748.75 \$ TOTAL 5 748.75 \$ Taxes incluses
		GRAND TOTAL	147 842.63 \$ Taxes incluses

PASSED

**MINUTES
VILLAGE OF NORTH HATLEY
JUNE 1, 2020**

2020-06-01.08

REPORTS ON NET SALARIES – 2020-05

ELECTED	\$5,059.93
PERMANENT	\$16,516.43
SEASONAL	\$0
CCUP	\$0
	<u>\$21,576.36</u>

2020-06-01.09

ALLOCATION OF THE BALANCE OF THE PARKS AND PLAYGROUND FUND

This motion is to permit the allocation of the balance of the park and playground fund that was used to pay for a portion of the play modules and park development at parc de la Rivière.

WHEREAS the Municipality has a park and playground fund;

WHEREAS the fund is used to finance park and playground projects in the Municipality;

WHEREAS the balance of the fund is \$26,454.24;

WHEREAS the Municipality replaced the park modules at parc de la Rivière in 2019 and the balance of the park and playground funds were included in the financing of the project;

I, MARCELLA DAVIS GERRISH, MOVE

THAT the Municipality use the full park and playground balance of funds of \$ 26,454.24 and allocate them to the Parc de la Rivière project.

PASSED

2020-06-01.10

MAIN BUILDING – 475, CHEMIN HOVEY – FULL HOME RENOVATION AND EXPANSION

WHEREAS a request was submitted for the renovation and expansion of a single-family detached home;

1. *The members are of the opinion that the project as submitted meets the PIIA assessment criteria.*

WHEREAS the CCUP has made a favorable recommendation to Council with the following conditions:

1. *The width of the vehicle access road, leading to the car shelter, should be reduced to the maximum so that its width is not disproportionate to chemin Hovey;*
2. *The building encroachment must be brought into compliance before the building and renovation permit is granted;*
3. *Site planning must provide for adequate rainwater drainage so that water does not flow onto neighboring properties or onto the road;*
4. *The project does not include demolition work to the building envelope. If such work became necessary, the owner would be required to contact the building inspector on how to proceed, prior to any demolition project.*

I, GUY VEILLETTE, MOVE

THAT Council approve the submitted project with the conditions outlined by the CCUP.

PASSED

**MINUTES
VILLAGE OF NORTH HATLEY
JUNE 1, 2020**

2020-06-01.11 MAIN BUILDING– 4080 CHEMIN MAGOG – PAINTING AND RENOVATION

WHEREAS a project was submitted for the painting and renovation of a single-family detached home;

WHEREAS the CCUP is in favor of the project;

I, ELIZABETH FEE, MOVE

THAT Council approve the submitted project.

PASSED

2020-06-01.12 MAIN BUILDING – 1045 CHEMIN MASSAWIPPI – PAINTING

WHEREAS a project was submitted for a change of color to the exterior shell of the building;

WHEREAS the CCUP is in favor of the project;

I, GUY VEILLETTE, MOVE

THAT Council approve the submitted project.

PASSED

2020-06-01.13 MAIN BUILDING – 780 RUE SHERBROOKE – EXPANSION

WHEREAS a plan was submitted for a single-family detached home expansion of 16 ft x 20.5 ft;

WHEREAS the CCUP is in favor of the project;

I, ELIZABETH FEE, MOVE

THAT Council approve the submitted project.

PASSED

2020-06-01.14 CONSEIL SPORT LOISIR DE L'ESTRIE – MEMBERSHIP RENEWAL

This motion is to approve membership with the Conseil Sport Loisir de l'Estrie who work with us on various recreation issues at the Municipality.

WHEREAS the Conseil Sport Loisir de l'Estrie provides support services and advice to cities and municipalities in the Estrie region;

UPON PROPOSAL DULY MOVED BY MICHAEL PAGE
COUNCILLORS UNANIMOUSLY RESOLVE

THAT the Municipality of the Village of North Hatley be a member of the Conseil Sport Loisir de l'Estrie.

TO assume the cost of \$70 for a one-year membership.

THAT payment be made under budgetary item 02 130 00494.

TO designate Councillor Marcella D. Gerrish as representative of the Municipality at CSLE activities.

PASSED

2020-06-01.15 FIRE SAFETY – ADOPTION OF THE 2019 ANNUAL REPORT

This motion is to adopt the fire safety annual report to be submitted to the MRC de Memphrémagog.

WHEREAS the MRC de Memphrémagog established a fire safety cover plan (SCRI) on its territory on April 3, 2008, which was modified September 1, 2013;

WHEREAS article 35 of the Fire Safety Act states that "Every local or regional authority and every intermunicipal board in charge of the implementation of measures provided for in a fire safety cover plan must, within three months after the end of their fiscal year, adopt, by

**MINUTES
VILLAGE OF NORTH HATLEY
JUNE 1, 2020**

resolution, and transmit to the Minister a report of their fire safety activities for the preceding fiscal year and their fire safety projects for the coming year to their council.”;

WHEREAS the MRC council at its March 18 meeting adopted the annual report on the implementation of the fire safety cover plan (SCRI) for 2019 and forwarded to the Ministry of Public Security (MSP);

WHEREAS the Ministry of Public Security (MSP) requires that each of the municipalities concerned in the MRC annual report adopt the said report it and forward it to the MRC;

I, AARON PATELLA, MOVE

THAT Council approve the annual report already transmitted to the MRC with regard to the actions to be taken under the fire safety cover plan (SCRI) at the MRC de Memphrémagog for 2019.

PASSED

2020-06-01.16 QUESTION PERIOD ON ISSUES OF LOCAL PUBLIC INTEREST

QUESTIONS WERE SUBMITTED BY E-MAIL PRIOR TO THE MEETING

CITIZENS		ISSUES
PAUL ST-PIERRE	Q.	Zoom software is being used to conduct the business of the Town. Given the many businesses (Google, etc) and countries (Taiwan, India, etc) that have expressed concerns about privacy and safety in relation to Zoom, would it not be better to use different software that does not raise these concerns (wirecutter.com , a New York Times website, recommends Cisco Webex Meetings or Jitsi Meet)? Have measures been taken to ensure the protection of the computers of the users involved (Town, mayor, councillors, members of committees)?
	R	<i>According to some major organizations in the region, Zoom has fixed the problems brought up at the beginning of the pandemic (March 2020). Antivirus software was installed on the systems at the Municipality as well as on those of the Councilors. As for committees, we do not have access to their systems. Anyone not able to (or not wanting to) connect to Zoom by Internet, can connect to the meeting by phone. So far we haven't had any confidentiality issues. It is important to note that there is no 0 risk in the computer world.</i>
PAUL ST-PIERRE	Q	Have there been any developments in relation to a possible fusion with the Township of Hatley, other than sharing certain common expenses relating to recreation? When was the most recent meeting held on the possible fusion? What were its outcomes?
	R	<i>The last meeting on the merger study with the Canton took place last September with a representative of MAMH present, and focused on a timeframe. The Municipality is currently putting together information requested by the MAMH. Once all of the information has been gathered, it will be forwarded to the MAMH. A new timeframe will be requested of the MAMH in order to continue the study.</i>
PAUL ST-PIERRE	Q	What concrete steps have been taken (or will be taken) to ensure and enforce the observance of social distancing and of safety measures related to the announced reopening?
	R	<i>Social distancing guidelines outlined by public health and the government are clear. It is every individual's responsibility to adhere to them. That said, the Municipality will put into place the measures recommended by the Santé publique (signs, employee protection equipment, distancing circles drawn in the parks and at the beach, restricted hours for washroom facilities at Parc de la Rivière, etc.)</i>
PAUL ST-PIERRE	Q	Does Council agree to limit the number of people authorized to attend the congress of the Fédération québécoise des municipalités in 2020 to two people?
	R	<i>The Congrès de la FQM is an opportunity for training and exchange of information between elected municipal officials. As Council members did not take part in any training in 2019, Council opted to take part in training to be provided at the Congrès.</i>
DOMINIQUE CYR	Q	When will we have access to the bike repair stand at parc de la Rivière?
	R	<i>It will become available this week.</i>
DOMINIQUE CYR	Q	When will we have access to the washroom facilities at the park?
	R	<i>Washroom facilities will be made available in June. However, in accordance with the reopening of water facilities within the context of COVID-19, it is recommended that access to them be limited. Access to washroom facilities at parc de la Rivière will therefore be from __h__ to __h__</i>
DOMINIQUE CYR	Q	How will the Marina handle the increased traffic as a result of the closure in Ayer's Cliff?
	R	<i>The Marina will be in charge of the issue for the time being.</i>
DOMINIQUE CYR	Q	Who will determine the cost of boat launches?
	R	<i>The Régie du parc régional Massawippi.</i>

**MINUTES
VILLAGE OF NORTH HATLEY
JUNE 1, 2020**

DOMINIQUE CYR	Q	Is it possible to limit the number of boats on the lake at one time, as well as motor power?
	R	<i>The question will be forwarded to the Régie du parc régional Massawippi.</i>
DOMINIQUE CYR	Q	When will the beach open?
	R	<i>Electronic key holders already have access to the beach under the same conditions as in the past. Lifeguards will begin to be on site in June 2020. Beachgoers will be asked to change into their bathing suits prior to accessing the beach – the building will be closed to the public as recommended under the Guide de réouverture progressive des installations aquatiques en contexte COVID-19.</i>
DOMINIQUE CYR	Q	Will there be swimming lessons for children?
	R	<i>For the time being, as per government directives, group activities are not permitted. Gilles Bélanger's office told us last week that more information would be made available for July on the possibility of group activities.</i>
DOMINIQUE CYR	Q	Will the beach still be free of charge for residents?
	R	<i>A meeting of the recreation committee is scheduled to take place June 3 to discuss issues relative to the opening of the beach – the information will be made public as soon as possible.</i>
DOMINIQUE CYR	Q	When will the tennis court nets be put up?
	R	<i>They will be put up this week.</i>
DOMINIQUE CYR	Q	How will the Farmers Market function?
	R	<i>The farmers market will be open as of June 20, 2020. An announcement to this effect will be made in the Newsletter on the municipal website with all the details..</i>
DOMINIQUE CYR	Q	When will we have public recycling bins?
	R	<i>It will be done in the coming days.</i>
DOMINIQUE FREMINET	Q	Regarding the hydro pole with outlets for the ETSB electric buses, will the school board pay 'rent' as the property belongs to the Municipality?
	R	<i>No, for the time being it is an exchange of services.</i>
DOMINIQUE FREMINET	Q	During the summer season, will visiting owners of electric cars be able to use these recharge outlets?
	R	<i>They are not charging stations, the question will be put to the ETSB.</i>
DOMINIQUE FREMINET	Q	Have the dates for reconstruction work on the bridge been set?
	R	<i>The timeline by the MTQ indicates that work will begin the first week of August 2020.</i>
DOMINIQUE FREMINET	Q	Will the MTQ place signs on routes 108 and 143 of detours to take, it seems that it would be a good idea?
	R	<i>According to the MTQ, it is the contractor in charge of the work project who is responsible for all related signage. The Municipality has been in contact with the MTQ regarding proposed signage. Once the official contractor has been announced, we will be able to obtain more information.</i>
DOMINIQUE FREMINET	Q	Also, will the planned closure of the bridge be announced under GOOGLE and other search engines, so that GPS can be updated.
	R	<i>The request has been submitted to the MTQ in order to avoid repeat procedures. We are awaiting an answer.</i>

2020-06-01.17 MEETING ADJOURNED

At 7:40 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.