

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

AT A REGULAR (CLOSED) MEETING of Municipal Council held 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. 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 – JULY 6, 2020**

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

**ADMINISTRATION, TOWN CLERK AND LEGAL AFFAIRS**

5. Resignation from the strategic planning committee and the merchants committee

**HUMAN RESOURCES AND WORK RELATIONS**

6. Hiring of staff for Pleasant View Beach
7. Hiring of attendants for tourist information
8. Hiring of a secretary-receptionist
9. Hiring of an Inspector-General
10. Award of Contract to the EXP firm

**FINANCE AND TREASURY**

11. Tabling of the financial statements by the Director-General/Secretary-Treasurer and of the External Audit report
12. Approval of Accounts Payable
13. Reports on Net Salaries – 2020-06

**ENGINEERING AND PUBLIC WORKS**

14. Ministère des transports du Québec – Request for temporary work servitudes

**URBANISM, HERITAGE AND THE ENVIRONMENT**

15. Main building – 480 chemin Hovey – Renovation
16. Main building – 700 chemin Sherbrooke – New storage shed
17. Main building – lot 4 029 098 chemin de la Rivière (zone ra-17) – Zoning amendment

**CULTURE, RECREATION AND COMMUNITY LIFE**

**PUBLIC SECURITY**

18. Appointment of a member to the Comité consultatif d'urbanisme et de patrimoine (CCUP)
19. Request for support – Citizen petition for reduced speed on chemin Magog
20. Temporary Covid-19 committee

**VARIA**

21. Question Period on Issues of local public interest
22. Meeting Adjourned

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2020-07-06.01

**ADOPTION OF THE AGENDA**

I, MARCELLA DAVIS-GERRISH, MOVE

THAT the Agenda be approved with the addition of items 5 and 10.

PASSED

2020-07-06.02

**ADOPTION OF THE MINUTES OF THE MEETING HELD JUNE 1, 2020**

I, ELIZABETH FEE, MOVE

THAT the Minutes of the Regular Meeting held June 1, 2020 be adopted.

PASSED

2020-07-06.03

**INFORMATION FROM COUNCIL MEMBERS**

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

- Bridge construction: an information session will be held in the near future.
- Virgin Hill path: No section of the land has been ceded. The path remains accessible

2020-07-06.04

**QUESTION PERIOD ON ITEMS LISTED ON THE AGENDA**

**CITIZENS**

**ISSUES**

2020-07-06.05

**RESIGNATION FROM THE STRATEGIC PLANNING COMMITTEE AND THE MERCHANTS COMMITTEE**

Whereas Mrs MARCELLA DAVIS-GERRISH was a member on the Strategic Planning Committee and appointed to the Merchants Committee;

Whereas Mrs MARCELLA DAVIS-GERRISH submitted her resignation from the Strategic Planning Committee and Merchants Committee to Council members for personal reasons;

I, MICHAEL PAGE, MOVE

THAT Council accept the resignation from the Strategic Planning Committee and Merchants Committee submitted by Mrs DAVIS-GERRISH to Council members;

THAT Council express their gratitude to Mrs DAVIS-GERRISH for her much appreciated contribution to both committees.

PASSED

2020-07-06.06

**HIRING OF STAFF FOR PLEASANT VIEW BEACH**

WHEREAS the hiring process was put into place to fill positions for activities scheduled to take place at Pleasant View Beach during the upcoming summer season;

I, GUY VEILLETTE, MOVE

THAT the Municipality hire Matthew ROBB as Manager of the beach and lifeguard, Amine MAZOUZI, Jacob GILBERT, Louis BLANCHARD, Nicole LITTLEJOHN and Nathan PRIMEAU as lifeguards, and Lauren JONES as assistant lifeguard.

THAT staff be hired for the period of June 22 to September 8, 2020, on a variable weekly schedule, at the pay rate of \$13.10 to \$20.00 an hour, according to job description, qualifications and experience;

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

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**2020-07-06.07**

**HIRING OF ATTENDANTS FOR TOURIST INFORMATION**

WHEREAS the Municipality must hire Tourist Information Attendants for the summer season;

Whereas expenses related to the information kiosk for the summer season are shared by the Municipality and the Canton de Hatley;

I, AARON PATELLA, MOVE

THAT Lucille Tang-Levac and Adam Collette be hired as Attendants for Tourist Information for the summer period, on a variable weekly schedule not exceeding 35 hours for each attendant, at the pay rate of \$15.00 an hour.

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

THAT payment be made under budgetary item 02-622-00-141.

PASSED

**2020-07-06.08**

**HIRING OF A SECRETARY-RECEPTIONIST**

WHEREAS the Municipality must hire a Secretary-Receptionist for the summer season;

I, ELIZABETH FEE, MOVE

THAT Marie-Hélène Gagné be hired as Secretary-Receptionist for the period of June 30 to August 28, 2020, on a 34.5 hours/wk basis, at the hourly rate of \$15.00/hr;

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

**2020-07-06.09**

**HIRING OF AN INSPECTOR GENERAL**

WHEREAS the position of inspector general is currently vacant;

WHEREAS a call for applications was published and a hiring process was put into place to fill the vacant position;

WHEREAS the application by Mathieu Abran was retained following the selection process;

I, GUY VEILLETTE, MOVE

THAT Council hire Mathieu Abran as Inspector-General, in accordance with the employment conditions discussed and approved by all parties, notably conditions for employees under group 1 outlined in the personnel management guide (August 2014) and included in the employment contract for Mathieu Abran;

THAT the start date for Mathieu Abran be set for July 13, 2020;

THAT Mathieu Abran be subject to a probationary period of six months as of the start date of his employment;

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

THAT the funds required to cover the salary of Mathieu Abran be taken from budgetary item 02-610-00-141.

PASSED

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2020-07-06.10

**AWARD OF TRAINING CONTRACT TO THE EXP FIRM**

WHEREAS the new inspector-general will require training in order to best serve the North Hatley population;

WHEREAS the municipal employees are not able to provide this type of specialized training;

WHEREAS the EXP firm has proposed a training program for the inspector-general;

WHEREAS the EXP firm knows the Municipality well in having contributed to the implementation of a number of municipal by-laws;

I, PAULINE FARRUGIA, MOVE

THAT Council award the inspector-general training contract to the EXP firm in accordance with the conditions outlined in the proposed contract;

THAT ALEXANDRE-NICOLAS LEBLANC abstain from voting on the said resolution.

PASSED

2020-07-06.11

**TABLING OF THE FINANCIAL STATEMENTS BY THE DIRECTOR-GENERAL AND SECRETARY-TREASURER AND OF THE EXTERNAL AUDIT REPORT**

The Director-General and Secretary-Treasurer tabled the financial statements for 2019, as well as the external audit report.

2020-07-06.12

**APPROVAL OF ACCOUNTS PAYABLE**

I, PAULINE FARRUGIA, MOVE

THAT Accounts Payable listed on the statement presented July 6, 2020 by the Treasury Department, in the amount of \$177,517.46, including expenses in excess of \$5,000, be followincluded as in the following list:

Municipalité du VILLAGE DE NORTH HATLEY		<b>DÉBOURSÉS DE PLUS DE 5 000\$ DISBURSED OVER \$ 5,000</b>	
RÉUNION DU : lundi 6 juillet 2020 MEETING OF : July 6, 2020		Déposé : 2020-06-29 Submit : 29-06-2020	
FOURNISSEURS/SUPPLIERS	DATE	FACTURE/INVOICE	MONTANT/AMOUNT
<i>L'EXCELLENCE AGRIDUSTRIE DE L'ESTRIE</i>			
	PETITS OUTILS		87.33 \$
	ENT. VÉHICULE VOIRIE		459.90 \$
	RÉP. BOBCAT, réparation du Bobcat T650		1 890.71 \$
	REP. BOB CAT E45		4 006.80 \$
	LOCATION ÉQUIPEMENT HIVER - DIECI		1 952.28 \$
	LOCATION ÉQUIPEMENT PARC		1 046.27 \$
	LOCATION ÉQUIPEMENT PARC - DIECI		523.14 \$
	<b>TOTAL</b>		<b>9 966.43 \$</b>
			Taxes incluses
<i>R.I.E.M.</i>	QUOTE PART 3 DE 4		87 071.25 \$
	<b>TOTAL</b>		<b>87 071.25 \$</b>
			Taxes incluses
<b>REVENU QUEBEC</b>	DAS JUIN 2020		8 791.39 \$
	<b>TOTAL</b>		<b>8 791.39 \$</b>
<b>SANI-ESTRIE INC.</b>	COLLECTES DU 1ER AU 31 MARS 2020		6 584.99 \$
	CONTENEURS		454.15 \$
	CONTENEURS		356.42 \$
	<b>TOTAL</b>		<b>7 395.56 \$</b>
			Taxes incluses
<b>HYDRO QUEBEC</b>	PAVILLON ÉCLAIR ET CUISSON (PLAGE)		46.13 \$
	POMPE EGOUT 2		86.47 \$
	SUPPRESSEUR AQUEDUC (MASSAWIPPI)		39.18 \$
	POMPE EGOUT 1		787.93 \$
	SUPRESSEUR AQUEDUC (SHERBROOKE)		643.37 \$
	USINE D'ÉPURATION (LAPRISE)		3 347.97 \$
	SAPIN DE NOEL		28.82 \$
	ÉCLAIRAGE GÉNÉRAL		1 306.40 \$
	STATIONNEMENT		43.25 \$
	RÉGIE INCENDIE		337.85 \$
	DREAMLAND PARK		77.21 \$
	TOILETTES PUBLIQUES		464.77 \$
	POMPE ÉGOUT 5		86.47 \$
	POMPE ÉGOUT 6		134.22 \$
	PARC LOBADANAKI		220.16 \$
	ÉGOUT MOTEUR POTEAU		28.82 \$
	<b>TOTAL</b>		<b>7 679.02 \$</b>
			Taxes incluses
<b>GRAND TOTAL</b>			<b>120 903.65 \$</b>
			Taxes incluses

PASSED

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2020-07-06.13

**REPORTS ON NET SALARIES – 2020-06**

ELECTED	\$5,577.40
PERMANENT	\$17,465.59
SEASONAL	\$1,457.67
<b>TOTAL</b>	<b>\$24,500.66</b>

2020-07-06.14

**MINISTÈRE DES TRANSPORTS DU QUÉBEC – REQUEST FOR TEMPORARY WORK  
SERVITUDES**

WHEREAS a request for temporary work servitudes was received March 11, 2020 from the Ministère des transports du Québec;

WHEREAS the said servitudes touch on a section of lots 4 030 190 and 4 028 918 and will last 29 months, from July 15, 2020 to December 15, 2022;

WHEREAS an agreement must be signed with the Municipality to establish the said temporary work servitudes;

WHEREAS an official act will be notarized at the offices of the firm of Monty Sylvestre and costs will be covered by the MTQ;

WHEREAS in terms of compensation, the MTQ will pay the Municipality of the Village of North Hatley the sum of \$9,733, which includes notary costs;

I, AARON PATELLA, MOVE

THAT Benoit Tremblay, Director-General and Secretary-Treasurer, be authorized to sign an agreement for temporary work servitudes with the Ministère des transports du Québec (MTQ).

PASSED

2020-07-06.15

**MAIN BUILDING – 480 CHEMIN HOVEY – RENOVATION**

WHEREAS a proposed renovation project was submitted for the building located at 480, chemin Hovey;

WHEREAS following a review of the project, the members of the CCUP had no particular comment to make;

WHEREAS the CCUP recommends that Council approve the project;

I, GUY VEILLETTE, MOVE

THAT Council approve the project.

PASSED

2020-07-06.16

**MAIN BUILDING – 700 CHEMIN SHERBROOKE – NEW STORAGE SHED**

WHEREAS a proposed construction project was submitted for a new storage shed at 700, chemin Sherbrooke;

WHEREAS following a review of the project, the members of the CCUP had no particular comment to make;

WHEREAS the CCUP recommends that Council approve the project;

I, ELIZABETH FEE, MOVE

THAT Council approve the project.

PASSED

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2020-07-06.17

**MAIN BUILDING – LOT 4 029 098 CHEMIN DE LA RIVIÈRE (ZONE RA-17) – ZONING AMENDMENT**

WHEREAS a proposed construction project was submitted for a 6-unit building;

WHEREAS CCUP members made the following comments:

1. Zone Ra-17 authorizes only 1 or 2 unit buildings;
2. The land surface is sufficient for the building construction project submitted;
3. Ra-17 should be attached to Rb-1;
4. Not a very high density sector;
5. Triplex at 497 chemin de la Rivière not a reference;
6. Parking space makes up a substantial space not consistent with the layout of other properties in the same sector;
7. Members are not convinced of the sloping of the land so that the building have 2 floors facing street side and 3 floors facing the river (garden level).

WHEREAS CCUP members stated that the request for zoning amendment must be addressed to municipal Council; the Committee has as such turned the request over to Council;

WHEREAS CCUP members nevertheless are unanimously of the opinion that, all factors taken into consideration, the submitted project is not consistent with the typology of other buildings in the said sector of the village.

I, GUY VEILLETTE, MOVE

THAT Council not approve the submitted request.

PASSED

2020-07-06.18

**APPOINTMENT OF A MEMBER TO THE COMITÉ CONSULTATIF D'URBANISME ET DE PATRIMOINE (CCUP)**

WHEREAS the resignation of M. Lalumière has resulted in a vacant position at the CCUP;

WHEREAS the mandate to be completed is for the remaining period of time as for current CCUP members;

WHEREAS Council has reviewed various applications;

I, GUY VEILLETTE, MOVE

THAT the application submitted by LORNE LE MARQUAND be selected to fill the vacant position at the CCUP.

PASSED

2020-07-06.19

**REQUEST FOR SUPPORT – CITIZEN PETITION FOR REDUCED SPEED ON CHEMIN MAGOG**

WHEREAS in October 2019 the Municipality adopted a resolution (2019.10.07.22) on reducing speed limits for the whole of the territory of the Municipality;

WHEREAS municipal Council is in favour of reducing speed limits so as to ensure everyone's safety particularly on chemin Magog;

WHEREAS resolution 2019.10.07.22 states the will of Council to reduce the speed limit to 30km/h at the intersection of chemins Magog andt Capelton and up to the municipal beach on rue Main;

WHEREAS the Municipality has been working with the MTQ for years to reduce the speed limit on chemin Magog;

WHEREAS the residents of North Hatley, particularly in the area of chemin Magog, have submitted a petition to municipal Council requesting that it take a favorable position on

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reducing the speed limit to 30km/h, on better signage for the pedestrian crosswalk located close to 4050 chemin Magog and on increased police surveillance;

WHEREAS Council was already in favour of the demands outlined in the said petition and taking steps with the MTQ in order to have the speed limit reduced on chemin Magog;

WHEREAS it is about the safety of all concerned;

I, ALEXANDRE-NICOLAS LEBLANC, MOVE

THAT Council welcome and support the citizens petition submitted by Roger Renaud;

THAT the Municipality forward the petition to the Direction régionale de l'Estrie du MTQ, to the provincial MP for Orford, Gilles Bélanger, as well as to the Sureté du Québec poste Memphrémagog;

THAT the Municipality request of the MTQ to proceed with a reduced speed limit to 30km/h on chemin Magog, at the intersections of chemin Hovey, route 108 and chemin Magog;

THAT the Municipality request that the MTQ install signage at the pedestrian crosswalk located close to 4050 chemin Magog;

THAT the Municipality request of the Sureté du Québec increased surveillance within that street area.

PASSED

**2020-07-06.20**

**TEMPORARY COVID-19 COMMITTEE**

WHEREAS crisis management experience has reached new levels as it pertains to the COVID-19 pandemic;

WHEREAS managing such a unique crisis, that has affected public health, the economy and the daily lives of our citizens, has been a complex undertaking;

WHEREAS municipal Council and the Administration at the Municipality of the Village of North Hatley are concerned for the health and safety of all of its citizens;

WHEREAS there is concern relative to the impact to the Municipality of COVID-19 on business and tourism, the driving forces for our village;

WHEREAS the World Health Organization anticipates that there will be a second wave of the pandemic;

I, ALEXANDRE-NICOLAS LEBLANC, MOVE

THAT the Municipality of the Village of North Hatley put in place a temporary COVID-19 Committee that will work together with the municipal Administration to closely monitor the situation and to act quickly and efficiently;

THAT the Committee be mandated to provide to Council the measures to be put in place to prioritize the health and safety of the citizens of North Hatley as well as measures to maintain a vibrant local economy;

THAT the Committee meet on a monthly basis or as necessary;

THAT the Committee include the Mayor, a municipal Councilor, a municipal employee and a citizen;

THAT the temporary COVID-19 Committee coordinate its efforts with the public security and fire prevention committee.

PASSED

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2020-07-06.21

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

QUESTIONS WERE SUBMITTED BY E-MAIL PRIOR TO THE MEETING

CITIZENS		ISSUES
DOMINIQUE CYR	Q.	What is the issue with recycling bins in public spaces, for the village?
	R	<i>In the process of being installed. However, not just recycling is found in the said bins...</i>
DOMINIQUE CYR	Q	How to make your consultations (strategic planning) accessible to all citizens?
	R	<i>We have found another way for citizens, who do not wish to or cannot do so by Internet, to still express their views.  A summary document will be made available 48 to 72 hours following a given public consultation and citizens will be able to submit their comments by e-mail.</i>
DOMINIQUE CYR	Q	What are some answers regarding traffic on the lake and the number of boats? What was the response of the Régie du parc régional Massawippi?
	R	<i>The Patrouille Nautique at the MRC de Memphrémagog must be contacted.</i>
DOMINIQUE CYR	Q	Why are there no swimming lessons?
	R	<i>We are following government directives related to COVID-19.</i>
DOMINIQUE CYR	Q	Why has the daily entrance fee been raised at the beach?
	R	<i>No increase took place last year in spite of IPC cost increases.</i>
DOMINIQUE CYR	Q	How many people can the Wippi shuttle hold? Is the price the same?
	R	<i>8 persons at a time can be on board the WIPPI. \$20 each for a one-way trip and \$30 each for a return trip, \$100 for a family package. All details are available on the website of the Parc régional Massawippi at: <a href="http://www.parcmassawippi.com/navette/">http://www.parcmassawippi.com/navette/</a></i>
DOMINIQUE CYR	Q	Why haven't we had Info Village for months?
	R	<i>There are 4 issues a year published on our website.</i>
DOMINIQUE CYR	Q	Will the Connaught Home demolition go on throughout the summer?
	R	<i>A number of factors have delayed work. All requests for information must be addressed to the developer.</i>
DOMINIQUE CYR	Q	When will the speed limit be reduced in the village?
	R	<i>This is in the process of taking place...</i>
DOMINIQUE CYR	Q	How to improve traffic on weekends?
	R	<i>Steps have been taken as of the current Council meeting.</i>
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 ( <a href="http://wirecutter.com">wirecutter.com</a> , 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>Many large organizations have been using the ZOOM platform since security issues regarding confidentiality have been solved.</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>We are currently compiling information for transmission to the MAMH.</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>As recommended by public health authorities, signage is already in place in various public spaces. Distancing circles have been traced in the various parks of the Municipality, a Covid-10 committee has been formed.</i>



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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>At the time of writing, we do not yet know if there will be a congress.</i>
ALLISON SIMMS	Q	What are the regulations for cutting down a tree?
	R	<i>Prior to cutting down a tree, 5 criteria must be met. If not, the tree is deemed to be healthy.</i>
CAROL HALLER	Q	Speed on rue Sherbrooke
	R	<i>Rue Sherbrooke is also included in our plan to reduce speed in the village. A request will also be forwarded to the Canton de Hatley to reduce speed before the municipal border.</i>

2020-07-06.22

**MEETING ADJOURNED**

At 8:34 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.