

**MINUTES
VILLAGE OF NORTH HATLEY
NOVEMBER 17 2022**

AT A SPECIAL MEETING of Council held at the North Hatley Community Centre at 11:00 a.m.

PRESENT are the following Councillors:

- | | |
|----------------------|-----------------------|
| 1. Michel DESROSIERS | 4. Elizabeth FEE |
| 2. | 5. David WILSON |
| 3. | 6. Andrew J PELLETIER |

ABSENT :

QUORUM is present with Mayor Marcella DAVIS-GERRISH presiding.

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

AGENDA – NOVEMBER 17th, 2022

1. Adoption of the Agenda
2. Question period regarding the subjects on the agenda
3. Virgin Trail - Mandate to the Executive Director and the Mayor to donate the Virgin Trail lots to the Massawippi Trust Foundation
4. Amendment to Employment Agreement - Retirement of Mr. Dany McKelvey
5. Modifications to the management of urbanization provided for in the replacement regulation of the SADD of the Memphremagog MRC
6. Restructuring of Municipal Committees - Socio-Economic Committee and Communication Committee
7. Update of the Personnel Management Guide
8. Notice of vacancy - Councillor position # 3
9. Adjournment
10. Adoption of the Agenda
11. Question period regarding the subjects on the agenda
12. Virgin Trail - Mandate to the Executive Director and the Mayor to donate the Virgin Trail lots to the Massawippi Trust Foundation

2022-11-17.01

WAIVER OF NOTICE OF CONVOCATION

CONSIDERING that the members of council met on November 11 and determined the date of this special meeting;

CONSIDERING article 157 of the municipal code which allows to waive the notice of convocation provided for in articles 155 and 156 when all the members of the council present on the territory of the municipality are present;

For these reasons,

I, MICHEL DESROSIERS, MOVE

That it is resolved to waive this notice of convocation.

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2022-11-17.02

ADOPTION OF THE AGENDA

I, ELIZABETH FEE, MOVE

THAT the agenda be adopted as presented with the addition of item 5 "Coopérative de Solidarité du Centre de Santé de la Vallée Massawippi - Partnership Agreement" and the addition of item 10 "Hiring of Permanent Full-Time Staff - Mr. Michael Deblois".

PASSED

2022-11-17.03

QUESTION PERIOD

INTERVENANTS		OBJETS
	Q	
	R	
	Q	
	R	
	Q	
	R	

2022-11-17.04

VIRGIN TRAIL – MANDATE TO THE EXECUTIVE DIRECTOR AND THE MAYOR TO DONATE THE VIRGIN TRAILK LOTS TO THE MASSAWIPPI TRUST FOUNDATION

WHEREAS the Municipality owns lots 4 090 504, 4 030 229, 4 090 506 and 4 090 505 which form the Virgin Trail;

WHEREAS the Virgin Trail is an important feature for the residents of the Municipality who enjoy using it as a pedestrian trail;

WHEREAS the Virgin Trail is one of the richest trails in terms of scenic beauty;

WHEREAS the Municipality wishes to protect the Virgin Trail;

I, ELIZABETH FEE, MOVE

THAT the Mayor and the Director General be mandated to proceed with the drafting of a memorandum of understanding for the donation of lots 4 090 504, 4 030 229, 4 090 506 and 4 090 505 to the Massawippi Conservation Trust;

THAT the Memorandum of Understanding establish that the Foundation shall ensure the protection of the Virgin Trail in perpetuity.

VOTE FOR : VOTE AGAINST : ABSTENTION :
ADOPTION :

2022-11-17.05

COOPÉRATIVE DE SOLIDARITÉ DU CENTRE DE SANTÉ DE LA VALLÉE MASSAWIPPI – PARTNERSHIP AGREEMENT

WHEREAS the Municipality has been selected for the establishment of a secondary medical clinic;

WHEREAS Council strongly supports the return of a medical clinic to the Municipality for the benefit of its population;

WHEREAS the Foundation has developed a Memorandum of Understanding governing the needs of a future clinic;

WHEREAS Council strongly believes that a clinic offering accessibility to health care to its population and the surrounding population is necessary and even vital;

I, DAVID WILSON, move

THAT Mayor Marcella DAVIS GERRISH and Director General Benoit TREMBLAY be mandated to ratify the Memorandum of Understanding.

THAT Marcella DAVIS GERRISH and Benoit TREMBLAY be mandated to negotiate a final Memorandum of Understanding to be presented to Council and the public at a subsequent public meeting

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VOTE POUR : VOTE CONTRE : ABSTENTION :
ADOPTION : UNANIMITÉ

2022-11-17.06

AMENDMENT TO EMPLOYMENT AGREEMENT – RETIREMENT OF MR.DANY MCKELVEY

WHEREAS Mr. Dany McKelvey has been employed with the Municipality of the Village of North Hatley since 1994;

WHEREAS Mr. McKelvey has held a position of Director of the Public Works Department for several years;

WHEREAS Mr. McKelvey will be retiring from his position on June 30, 2023;

WHEREAS the Municipality must ensure a transition with a new person who will occupy the position of Director of Public Works

WHEREAS Mr. McKelvey wishes to offer the best possible transition and that this task will fall to him in collaboration with the General Director, resulting in an increased workload;

I, MICHEL DESROSIERS, MOVE

THAT Mr. Benoit Tremblay, Director General and Clerk-Treasurer, be mandated to proceed with the hiring of a person to fill the position of Director of Public Works;

THAT the selected candidates be presented to Council at the workshop of November 28, 2022;

THAT the starting date of the new person who will occupy the position of Director of Public Works be set on or about December 5, 2022;

THAT the Director General and Clerk-Treasurer, Mr. Benoit Tremblay, be mandated to proceed with the modification of Mr. McKelvey's current work contract to reflect the new elements, including the modification of the work schedule and the reduction of responsibilities on or about December 2, 2022;

THAT the Director General and Clerk-Treasurer, Mr. Benoit Tremblay and the Mayor, Mrs. Marcella Davis Gerrish be mandated to proceed with the signature of the employment contract for the new person who will occupy the position of Director of Public Works;

THAT the terms and conditions of employment of the new person who will occupy the position of Director of Public Works be in accordance with the Personnel Management Guide

VOTE POUR : VOTE CONTRE : ABSTENTION :
ADOPTION : UNANIMITÉ

2022-11-17.07

MODIFICATIONS TO THE MANAGEMENT OF URBANIZATION PROVIDED FOR IN THE REPLACEMENT REGULATION OF THE SADD OF THE MEMPHREMAGOG MRC

WHEREAS the Memphremagog MRC adopted on October 20, 2021 the bylaw 12-20 enacting its third generation Sustainable Development Plan (SADD);

WHEREAS the Ministère des Affaires municipales et de l'Habitation (MAMH) informed the MRC on March 16, 2022, that certain elements of Bylaw 12-20 were not in conformity with the government's orientations with respect to land use planning and that these elements needed to be clarified or revised;

WHEREAS among the elements deemed to be non-conforming, several affected the management of urbanization and had implications for the municipalities;

WHEREAS in this context, the MRC met individually with the municipalities concerned during the summer and fall of 2022 in order to inform them of the elements affecting their respective territories and to agree on possible modifications regarding the management of urbanization;

WHEREAS the proposed amendments are based, in part, on municipal choices;

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I, ELIZABETH FEE, MOVE

That the Municipality of the Village of North Hatley approve the cartographic modifications that will be integrated into the replacement bylaw of the SADD of the MRC de Memphrémagog, which concern ;

- The limits of the urban perimeter and the reserve zones;
- The allocations;

THAT this resolution be forwarded to the MRC Memphremagog.

VOTE POUR : VOTE CONTRE : ABSTENTION :
ADOPTION : UNANIMITÉ

2022-11-17.08

RESTRUCTURATION OF MUNICIPAL COMMITTEES – SOCIO-ECONOMIC COMMITTEE AND COMMUNICATION COMMITTEE

WHEREAS there are vacant seats on Council;

WHEREAS the current composition of the committees of the municipality requires the participation of elected officials on municipal committees;

WHEREAS the municipal administration is responsible for all communications regarding "Municipal Affairs" matters;

WHEREAS the Communications Committee was responsible for communications on matters related to the various committees' work;

WHEREAS Council members have determined that it would be more efficient if "Communications" relating to the work of the Committees were handled directly through each Committee;

I, ELIZABETH FEE, MOVE

THAT the Socio-Economic Committee and the Communications Committee be dissolved.

VOTE POUR : VOTE CONTRE : ABSTENTION :
ADOPTION : UNANIMITÉ

2022-11-17.09

UPDATE OF THE PERSONNEL MANAGEMENT GUIDE

WHEREAS the Personnel Management Guide is used to establish the conditions of employment for all employees of the Municipality;

WHEREAS the approach of the annual accounting audit;

WHEREAS it has been recommended by the firm RCGT that the Personnel Management Guide be updated annually to reflect the current conditions of employment;

I, DAVID WILSON, MOVE

THAT the Management of the Municipality proceed with the update of the Guide according to the current situation.

VOTE POUR : VOTE CONTRE : ABSTENTION :
ADOPTION :

2022-11-17.10

PERMANENT FULL-TIME EMPLOYMENT– M. MICHAEL DEBLOIS

WHEREAS Mr. Michael Deblois has been employed on a seasonal basis in the position of Public Works Labourer since June 2022;

WHEREAS by mutual agreement, the parties wish to continue the employment relationship beyond the established dates ;

I, MICHEL DESROSIERS, MOVE

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THAT the Director General, Mr. Benoit Tremblay, proceed with the employment of Mr. Michael Deblois for the position of Public Works Labourer on a permanent basis;

THAT the Director General, Mr. Benoit Tremblay, be mandated to produce and sign the work contracts in accordance with the terms and conditions stipulated in the Personnel Management Guide

VOTE POUR : VOTE CONTRE : ABSTENTION :
ADOPTION : UNANIMITÉ

2022-11-17.11

NOTICE OF VACANCY- COUNCILLOR POSITION # 3

The Director General and Clerk-Treasurer tables the letter of resignation of the Councillor #3, Mrs. Sophie BRASIOLA dated November 7, 2022.

The Director General and Clerk-Treasurer confirms the vacancy since November 7, 2022.

2022-11-17.12

MEETING ADJOURNED

At 11:32 a.m. all issues on the Agenda having been addressed;

I, ELIZABETH FEE, MOVE

THAT the meeting be concluded and adjourned.

MARCELLA DAVIS-GERRISH
Mayor

BENOIT TREMBLAY
Director General

I, MARCELLA DAVIS-GERRISH, 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.