

**MINUTES
VILLAGE OF NORTH HATLEY
OCTOBER 2 2023**

AT A REGULAR MEETING of Council held at the North Hatley Community Centre at 7:00 p.m.

WERE PRESENT the following Councillors :

- | | |
|----------------------|------------------------|
| 1. Michel Desrosiers | 4. Elizabeth FEE |
| 2. Carrol HALLER | 5. Andrew J. PELLETIER |
| 3. Danielle DUPRÉ | 6. |

ABSENT : David WILSON

QUORUM is present with Mayor Marcella DAVIS-GERRISH presiding.

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

1. Adoption of the Agenda
2. Adoption of the Minutes of the Meeting held on September 11 2023
3. Information from Council members
4. Question Period on Items listed on the Agenda

GENERAL ADMINISTRATION AND OTHER LEGAL AFFAIRS

5. Change in location of council meetings
6. Closing of municipal office - Holiday season
7. Policy concerning the Municipality's rules of governance for the protection of personal information - Adoption
8. Privacy policy -Adoption
9. Policy on the use of video surveillance - Adoption

HUMAN RESOURCES AND LABOUR RELATIONS

FINANCE AND TREASURY

10. Acceptance of accounts payable
11. Net salary reports –2023-08
12. Tabling of comparative statements
13. Régie intermunicipale de gestion des déchets solides de la région de Coaticook - Adoption of 2024 budget

ENGINEERING AND PUBLIC WORKS

14. Operation of water treatment plant and pumping stations - Award of contract
15. Purchase of shipping containers

URBANISM, HERITAGE AND ENVIRONMENT

16. By-law 2023-744 amending zoning by-law 2001-432 (artisanal industrial activity, zone c-4) - adoption
17. PIIA Intermédiaire - 2060 chemin du Lac (Extension)(3rd presentation) ;
18. PIIA Insertion - 985 ch. Massawippi (Exterior renovation)
19. PIIA Insertion - 3055 ch. Capelton (Accessory building, permanent carport)
20. Call for plans and specifications - Pleasant View Beach

RECREATION, CULTURE AND COMMUNITY LIFE

21. Financial assistance - Aide communautaire Lennoxville
22. Application for MADA financial assistance - Programme de soutien à la démarche mada

PUBLIC SECURITY

VARIA

23. Question Period on Issues of local public interest
24. Meeting Adjourned

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2023-10-02.01 ADOPTION OF THE AGENDA

I, ELIZABETH FEE, MOVED

THAT the minutes be adopted as presented with addition of items 22

2023-10-02.02 ADOPTION THE MINUTES OF THE MEETING OF SEPTEMBER 11 2023

I, MICHEL DESROSIERS, MOVED

THAT the minutes of the regular meeting held on September 11, 2023, be adopted with modification to resolution 2023-09-11.10 Supplies of de-icing salt - Awarding of contract.

2023-10-02.03 INFORMATION FROM COUNCIL MEMBERS

The Mayor and Councillors informed citizens on their various files and on upcoming events

- Three planting
- Christmas market
- Call for committee nominations
- Halloween
- Wooden Bridge
- Last Market Weekends (7 & 14)

2023-10-02.04 QUESTION PERIOD ON ITEMS LISTED ON THE AGENDA

RESIDENT	ISSUES	
DONALD WATT	Q.	
	R.	
	Q.	
	R.	

2023-10-02.05 CHANGE IN LOCATION OF COUNCIL MEETIN

WHEREAS the Community Centre will soon be occupied by the CPE les Petits-Hêtres;

WHEREAS Article 145 of the Municipal Code stipulates that Council must adopt by resolution the location where it will sit for public meetings;

WHEREAS insofar as possible, Council must sit on the Municipality's territory;

WHEREAS Sainte-Elisabeth Church and the Municipality have agreed to share their premises;

I, DANIELLE DUPRÉ, MOVED

THAT regular and special meetings of Council be held at Sainte-Elisabeth Church (3115 chemin de Capelton, North Hatley, JOB 2C0), beginning with the meeting of November 6, 2023;

THAT meeting times remain unchanged;

VOTE FOR : VOTE AGAINST : ABSTENTION :
ADOPTION : UNANIMUS

2023-10-02.06 CLOSING OF MUNICIPAL OFFICE – HOLIDAY SEASON

WHEARAS the approaching festive season and its associated holidays;

I, DANIELLE DUPRÉ, MOVED

THAT the Town Hall be closed from December 23, 2023 to January 7, 2024 inclusively

VOTE FOR : VOTE AGAINST : ABSTENTION :
ADOPTION : UNANIMUS

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2023-10-02.07

POLICY CONCERNING THE MUNICIPALITY'S RULES OF GOVERNANCE FOR THE PROTECTION OF PERSONAL INFORMATION — ADOPTION

WHEREAS the Municipality of the Village of North Hatley is a public body subject to the Act respecting access to documents held by public bodies and the protection of personal information, RLRQ c. A -2.1 (hereinafter the "Access Act") ;

WHEREAS the Municipality is committed to protecting the personal information it collects and processes in the course of its activities in compliance with applicable laws and regulations;

WHEREAS in order to fulfill its obligations under the Access Act, the Municipality has developed a policy setting out, among other things, the principles applicable to the protection of personal information held by the Municipality throughout its life cycle and to the rights of the persons concerned;

I, ANDREW J PELLETIER, MOVED

THAT Council adopt the policy concerning the Municipality's rules of governance for the protection of personal information and that it be posted on our website.

VOTE FOR : VOTE AGAINST : ABSTENTION :
ADOPTION : UNANIMUS

2023-10-02.08

PRIVACY POLICY — ADOPTION

WHEREAS the Municipality is committed to protecting the personal information it collects and processes in the course of its activities in compliance with applicable laws and regulations;

WHEREAS the Loi sur l'accès provides that a public body, including a municipal body, must adopt a confidentiality policy if it collects personal information by technological means;

WHEREAS such a policy must be published on the Municipality's Web site and disseminated by any means likely to reach any person concerned;

WHEREAS such a policy applies in a complementary manner to the Policy concerning the rules of governance with respect to the protection of personal information of the Municipality;

WHEREAS in order to fulfill its obligations under the Access Act, the Municipality has developed a Confidentiality Policy for the Municipality of the Village of North Hatley.

I, ANDREW J PELLETIER, MOVED

THAT council adopt the municipality's privacy policy and post it on our website.

VOTE FOR : VOTE AGAINST : ABSTENTION :
ADOPTION : UNANIMUS

2023-10-02.09

POLICY ON THE USE OF VIDEO SURVEILLANCE - ADOPTION

WHEREAS video surveillance is an increasingly widespread practice in quebec and elsewhere;

WHEREAS several incidents of vandalism have occurred in recent years at various locations on the territory, notably in the municipality's various public places;

WHEREAS the Municipality of the Village of North Hatley intends to more effectively prevent certain forms of delinquency directly affecting the population, as well as to secure certain locations and buildings particularly exposed to such phenomena;

WHEREAS the main objectives are :

- Personal safety ;
- Safety of property ;
- The protection of public buildings and their surroundings ;
- The quality of services offered by the Municipality ;
- Identification of intruders and persons contravening the law or regulations.

WHEREAS through this policy, the municipality of the village of north hatley aims to ensure the safety of people while respecting the privacy and personal information of individuals whose image or voice is found on the recording tapes;

I, ELIZABETH FEE, MOVED

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THAT Council adopt the Municipality's video surveillance use policy and that it be posted on our website.

VOTE FOR : VOTE AGAINST : ABSTENTION :
ADOPTION : UNANIMUS

2023-10-02.10

ACCEPTANCE OF ACCOUNT PAYABLE

I, ANDREW J PELLETIER, MOVED

TO accept the payment of accounts payable as per the statement of September 11, 2023, from the treasury department in the amount of \$197,095.86, including all accounts over \$5,000, as follows

Municipalité du
VILLAGE DE NORTH HATLEY

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

RÉUNION DU : 2 octobre 2023 MEETING OF : October 2, 2023		Déposé : 2023-10-02 Submit : 02-10-2023
FOURNISSEURS/SUPPLIERS	DATE	FACTURE/INVOICE
MINISTRE DES FINANCES		
QUOTE-PART 2/2 SQ	2023-10-31	87 126,00 \$
		TOTAL 87 126,00 \$
REVENU QUÉBEC		
REMISES DE L'EMPLOYEUR AOUT 2023		30 266,87 \$
		TOTAL 30 266,87 \$
REVENU CANADA		
REMISES DE L'EMPLOYEUR AOUT 2023		12 578,50 \$
		TOTAL 12 578,50 \$
DESJARDINS-SERVICES DE CARTES VISA		
VISA D'AOUT	2023-07-31	9 227,61 \$
		TOTAL 9 227,61 \$
		Taxes incluses
PÉTROLE SHERBROOKE		
DIESEL VOIRIE	2023-09-13	1407817 3 541,20 \$
DIESEL VOIRIE	2023-09-14	1808004 3 296,20 \$
		TOTAL 6 837,40 \$
		Taxes incluses
TRAFIC INNOVATION INC.		
AFFICHEUR DE VITESSE	2023-09-25	419704 6 622,57 \$
		TOTAL 6 622,57 \$
		Taxes incluses
		GRAND TOTAL 152 658,95 \$

VOTE FOR : VOTE AGAINST : ABSTENTION :
ADOPTION : UNANIMUS

2023-10-02.11

REPORT ON NET SALARIES – 2023-09

ELECTED	6 819,27 \$
PERMANENT	31 758,95 \$
SEASONER	6 155,89 \$
TOTAL	44 734,11 \$

2023-10-02.12

TABLING OF COMPAEATIVE STATEMENTS

The director general and clerk-treasurer, submits the budgetary comparative statements required by law.

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2023-10-02.13

RÉGIE INTERMUNICIPALE DE GESTION DES DÉCHETS SOLIDES DE LA RÉGION DE COATICOOK — ADOPTION OF THE 2024 BUDGET

WHEREAS the member municipalities of the Régie intermunicipale des déchets solides de la région de Coaticook are required to adopt its annual budget in accordance with Articles 603 et seq. of the Municipal Code ;

WHEREAS the Régie intermunicipale de la gestion des déchets solides de la région de Coaticook has presented its 2024 budget, said budget amounting to \$3,244,190 ;

WHEREAS North Hatley's share of the budget is estimated at \$18,055;

WHEREAS the proposed rate for 2024 is \$94/tonne for landfill and \$72/tonne for compostable materials;

I, CARROL HALLER, MOVED

That the Municipality approve the budget estimates and rates for 2024 submitted by the Régie intermunicipale des déchets solides de la région de Coaticook (RIGDSC).

VOTE FOR : VOTE AGAINST : ABSTENTION :
ADOPTION : UNANIMUS

2023-10-02.14

OPERATION OF WATER TREATMENT PLANT AND PUMPING STATIONS – AWARDING OF CONTRAT

WHEREAS the Municipality of the Village of North Hatley is responsible for the operation and maintenance of the water treatment plant and its pumping stations;

WHEREAS the Contract Management Policy;

WHEREAS the offer of service from Aquatech for the operation of the following structures for a one-year period:

- Aerated ponds;
- Summer chemical dephosphatization;
- 2 booster station;
- 6 pumping stations.

I, ANDREW PELLETIER, MOVED

TO award the plant operation contract to the firm Aquatech for an amount of \$25,980.00, divided into 12 equal monthly payments of \$2,165.00.

THAT the General Manager, Mr. Benoit Tremblay, be authorized to sign the contract for a period of one year from the date of signature.

VOTE FOR : VOTE AGAINST : ABSTENTION :
ADOPTION : UNANIMUS

2023-10-02.15

PURCHASE OF MARITIME CONTAINERS

WHEREAS the Municipality is facing challenges related to the storage of its material and equipment;

WHEREAS the Municipality has looked at several options

WHEREAS the option of storing equipment in maritime containers;

WHEREAS the contract management policy;

I, MICHEL DESROSIERS, MOVED

THAT the administration proceed with the purchase of two 40-foot shipping containers in the total amount of \$11,000.00 plus taxes;

VOTE FOR : VOTE AGAINST : ABSTENTION :
ADOPTION : UNANIMUS

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2023-10-02.16

BY-LAW 2023-744 AMENDING ZONING BY-LAW 2001-432 (ARTISANAL INDUSTRIAL ACTIVITY, ZONE C-4) – FINAL ADOPTION

I, ELIZABETH FEE, MOVED

TO adopt by-law no. 2023-744 amending zoning by-law no. 2001-432 of the Municipality of the Village of North Hatley

VOTE FOR :	VOTE AGAINST :	ABSTENTION :
ADOPTION :	UNANIMUS	

2023-10-02.17

PIIA INTERMEDIATE – 2060 CHEMIN DU LAC (EXTENSION) (3RD PRESENTATION) :

WHEREAS the presentation of a 3rd version of an expansion project, for the property located at 2060, chemin du Lac, at the CCU meeting of September 19, 2023;

WHEREAS the members of the CCU formulate the following requirement and recommendation:

- Requires the addition of one or more windows on the side wall of the garage facing the municipal beach in order to reduce the monotony of this wall with no opening;
- Recommends lowering the roof pitch of the attached garage to 6:12 rather than 8:12.
(divided opinion of the CCU → 2 members for, 2 members against).

WHEREAS the majority of CCU members do not recommend the authorization of the project to the municipal council in order to allow the CCU to review the modified project once the requirement has been integrated;

I, MICHEL DESROSIERS, MOVED

THAT council follow the recommendation of the ccu and not authorize the project as presented;

THAT the project be resubmitted to the CCU for review in order to validate the integration of the requirement formulated by the CCU.

VOTE FOR :	VOTE AGAINST :	ABSTENTION :
ADOPTION :	UNANIMUS	

2023-10-02.18

PIIA INSERTION – 985 CH. MASSAWIPPI (EXTERIOR RENOVATION)

WHEREAS the presentation of an exterior renovation project for the property located at 985, rue Massawippi, during the CCU of September 19, 2023;

WHEREAS THE PROJECT INVOLVES :

- The replacement of the 2nd floor exterior siding, currently in yellow cedar shingles, with yellow wood siding identical to that on the first floor;
- Replacing blue aluminum moulding on the door and window frames with white aluminum mouldings ;
- The demolition and reconstruction of a front balcony by removing the “turret”;

WHEREAS the members of the CCU have formulated the following requirement :

- Requires the conservation (reconstruction) of the front balcony turret, in order to preserve the articulation and modulation of the volumetry on the front façade of the building. This requirement makes it possible to comply with PIIA evaluation criterion #3 concerning the volumetry of main buildings.

WHEREAS the members of the ccu favourably and unanimously recommend the project to the municipal council;

I, MICHEL DESROSIERS, MOVED

THAT council authorize the project presented, including the ccu's requirement.

VOTE FOR :	VOTE AGAINST :	ABSTENTION :
ADOPTION :	UNANIMUS	

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2023-10-02.19

PIIA INSERTION – 3055 CH. CAPELTON (ACCESSORY BUILDING, PERMANENT CARPORT)

WHEREAS the presentation of a project for the construction of an accessory building for the property located at 3055, chemin capelton, at the CCU meeting of September 19, 2023;

WHEREAS the project involves the construction of a carport;

WHEREAS the members of the CCU have formulated the following requirement:

- Requires the addition of decorative bracing on the columns of the accessory building as found on the columns of the balcony of the main building. This requirement makes it possible to comply with PIIA evaluation criterion #4 concerning the architecture of accessory buildings.

WHEREAS the members of the CCU favourably and unanimously recommend to Council the project if it is accompanied by the requirement formulated by the committee;

I, MICHEL DESROSIERS, MOVED

THAT Council authorize the project presented, and this, without the requirement submitted by the CCU.

VOTE FOR :	VOTE AGAINST :	ABSTENTION :
ADOPTION :	UNANIMUS	

2023-10-02.20

TENDER FOR PLANS AND SPECIFICATIONS – PLEASANT VIEW BUILDING

WHEREAS resolution 2023-03-16.06 programme d'amélioration et de construction d'infrastructures municipales (pracim) - application authorization;

WHEREAS the application submitted by the General Manager was deemed a priority and pre-selected by the Ministry of Municipal Affairs for the granting of financial assistance in the minimum amount of 70% of the total project costs;

WHEREAS the letter from the Ministry confirming the pre-selection of the project and requesting the municipality to continue the process by forwarding the plans and specifications for the project;

WHEREAS the fees for professional services for the preparation of plans and specifications;

WHEREAS the contract management policy;

WHEREAS the scope of the project and the need to call upon the services of an external resource to establish the elements required for the preparation of plans and specifications;

WHEREAS the preparation of plans and specifications is the next step in the project;

I, MARCELLA DAVIS GERRISH, MOVED

THAT the General Manager, Mr. Benoit Tremblay, be mandated to issue a call for tenders, in accordance with the contract management policy, for the awarding of a contract for professional services for a project manager responsible for the preparation of plans and specifications;

THAT the call for tenders include the various elements described in the project presented, which has been pre-selected by the Ministry.

VOTE FOR :	VOTE AGAINST :	ABSTENTION :
ADOPTION :	UNANIMUS	

2023-10-02.21

FINANCIAL ASSISTANCE — AIDE COMMUNAUTAIRE LENNOXVILLE

WHEREAS the Municipality recognizes the services rendered by AIDE COMMUNAUTAIRE LENNOXVILLE on its territory;

WHEREAS AIDE COMUNAUTAIRE LENNOXVILLE offers service appreciated by the residents of North Hatley and Hatley Township;

WHEREAS the arrival of the CPE will result in the relocation of L'AIDE COMMUNAUTAIRE LENNOXVILLE's activities to apartments in Connaught, and will incur rental costs;

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WHEREAS the services of L'AIDE COMMUNAUTAIRE LENNOXVILLE are used by the residents of North Hatley and the Township of Hatley, the Municipality of North Hatley will approach the Municipality of the Township of Hatley for a sharing of costs

I, CARROL HALLER, MOVED

THAT the Municipality grant financial assistance in the amount of \$1,200 to the organization AIDE COMMUNAUTAIRE LENNOXVILLE for a two-year period to defray rental costs incurred by the arrival of the CPE.

THAT the Municipality contact the Municipalité du Canton de Hatley to share the financial assistance with AIDE COMMUNAUTAIRE LENNOXVILLE.

VOTE FOR : VOTE AGAINST : ABSTENTION :
ADOPTION : UNANIMUS

2023-10-02.22

REQUEST FOR MADA FINANCIAL ASSISTANCE – MADA SUPPORT PROGRAM

WHEREAS the Municipality wishes to obtain the "Municipalité amie des aînés" accreditation;

WHEREAS the call for projects from the mada program, volet 1;

WHEREAS council has read the program's information guide;

I, CARROL HALLER, MOVED

THAT Council support the request for financial assistance and the proposed approach;

THAT Councillor CARROL HALLER be designated as the elected official responsible for the project;

THAT the General Manager, Mr. Benoit Tremblay, be designated as the Municipality's representative to sign the application documents and ensure follow-up;

VOTE POUR : VOTE CONTRE : ABSTENTION :
ADOPTION : UNANIMITÉ

2023-10-02.23

QUESTION TIME ON LOCAL ISSUES OF PUBLIC INTEREST

IT IS POSSIBLE TO ASK VERBAL QUESTIONS, TAKING CARE TO GIVE YOUR NAME AND ADDRESS.

SOME QUESTIONS WERE SENT BY EMAIL BEFORE THE MEETING. SOME ANSWERS MAY DIFFER FROM THE AUDIO FILE, AS THEY WERE GIVEN AFTER THE SESSION.

INTERVENANTS	OBJETS
QUESTIONS ADRESSÉES PAR COURRIEL	
MIKE MUNKITTRICK	Q. Ball park renovation-Le Canton ne paiera pas sa part R.
MIKE MUNKITTRICK	Q. Où laisser les déchets électroniques R. A document is about to be printed it was sent to M Tremblay, we will try and send the document out
M. MING	Q. Boîtes de fleurs devant le dépanneur – demande de traiter ce point au prochain conseil où il pourra déposer une liste d'arguments pour enlever les bacs. R. Considérer également l'affiche « stationnement temporaire » qui cause beaucoup de problèmes R. Une rencontre avec le conseil est recommandée
ROSAN	Q. Vitesse sur la rue Sherbrooke au milieu de la nuit R. Marcella invite les citoyens à appeler la SQ lors d'événements
ROSAN	Q. Foot clinic R. Quand nous avons rencontré l'Aide Communautaire, nous sommes allés à L'Église, nous avons parlé avec Samuel, nous avons visité la salle où Dr Soulard était censé être et la salle était parfaite.
ROSAN	Q. Rainbow crosswalk – on devrait le repeindre R. Nous allons voir au printemps prochain.
KRISTA FIDDLER	Q. Trailer et camper devant les terrains de tennis R. Nous avons contacté la SQ
DONALD WATT	Q. Quel est le budget de la Marina pour 2023 R. Contrat 30 000 + tx
DONALD WATT	Q. Combien de clients pour l'amarrage de bateau de perdu

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		vu les hausses de prix?
	R.	Nous n'avons pas d'accès à cette information, vu que la compagnie est privée
DONALD WATT	Q.	Status for the Marina management for 2024
	R.	The Council has had one meeting on the Marina and we are right now looking on the different options and see how we are gonna proceed for next summer.
DONALD WATT	Q.	2023 North Hatley beach budget
	R.	La saison n'est pas encore terminée
DONALD WATT	Q.	Participation du NHRS
	R.	Aucune participation
	Q.	Le statut pour la Ligne verte
DONALD WATT	R.	Nous n'avons pas de statue, cette résolution nous est venue de la MRC faite par les Cantons pour la MRC, pour nous la résolution a été refusée donc pour l'instant nous souhaitons sécuriser le chemin Capelton
	Q.	Les caméras à la Marina
DONALD WATT	R.	Le coût était de 3000 \$ à cause de beaucoup de vandalisme à multiples endroits. C'est pour la sécurité de nos citoyens. Nous avons 11 caméras en tout.
	Q.	Problème avec l'audio des séances
PAUL ST-PIERRE	R.	Nous allons vérifier avec M. St-Pierre où sont les problèmes audio
	Q.	Possibilité d'avoir une police à la Municipalité
PAUL ST-PIERRE	R.	Nous allons voir avec M St-Pierre
	Q.	Speed limits on Sherbrooke roads
PAUL ST-PIERRE	R.	We will look if there's anything else we can do.

2023-10-02.24

ADJOURNEMENT OF THE MEETINGS

At 8 :21 p.m. the items on the agenda having been dealt with ;

I, ELIZABETH FEE , MOVED that the meeting be adjourned and closed.

MARCELLA DAVIS-GERRISH
Mayor

BENOIT TREMBLAY
Director General

I, MARCELLA DAVIS-GERRISH, certify that the signing of these minutes is equivalent to the signing by me of all the resolutions contained therein within the meaning of section 142 (2) of the Municipal Code.