

**MINUTES
VILLAGE OF NORTH HATLEY
DECEMBER 13, 2023**

SPECIAL MEETING of Municipal Council held at the Église Sainte-Élisabeth de North Hatley community hall at 7:00 p.m.

PRESENT are the following Councillors:

- | | |
|----------------------|-----------------------|
| 1. Michel DESROSIERS | 4. Elizabeth FEE |
| 2. Carrol HALLER | 5. David WILSON |
| 3. Danielle DUPRÉ | 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.

The Notice of Meeting was given, as required by law, to Council members not present at the opening of the Meeting.

AGENDA

1. Adoption of the Agenda
2. Question Period on Items listed on the Agenda
3. By-law 2023-749 - By-law governing property taxes and rates of compensation for services to meet expenses for 2024 – Notice of Motion
4. By-law 2023-749 - By-law governing property taxes and rates of compensation for services to meet expenses for 2024 – Submission Award of Contract — Professional services by qualified advisors in real estate development and management projects, regarding Pleasant View Beach renovations and current building codes and standards
5. Award of Contract — Service offer of an ecological characterization assessment of the Marina shoreline
6. By-law 2023-747 amending subdivision By-law 2001-433 — Adoption Award of Contract — service offer by an environmental consultant – installation of an automated boat washing/launching station
8. Award of Contract - Municipal garage window replacement
9. By-law RU-2023-02 amending By-law RU-2018-611 on parking and management of public roads – Notice of Motion
10. Meeting Adjourned

2023-12-13.01

ADOPTION OF THE AGENDA

I, CARROL HALLER, MOVE

THAT the Agenda be adopted with the addition of items 8, 9 and 10.

2023-12-13.02

QUESTION PERIOD ON ITEMS LISTED ON THE AGENDA

No questions

2023-12-13.03

BY-LAW 2023-749 GOVERNING PROPERTY TAXES AND RATES OF COMPENSATION FOR SERVICES TO MEET EXPENSES FOR 2024 — NOTICE OF MOTION

I, ANDREW PELLETIER, hereby give notice of motion that By-law 2023-749 will be presented for adoption at a future Council meeting.

The object of the by-law will be to determine property tax rates and rates of compensation for various services provided by the Municipality in order to meet expenses for 2024.

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2023-12-13.04

BY-LAW 2023-749 GOVERNING PROPERTY TAXES AND RATES OF COMPENSATION FOR SERVICES TO MEET EXPENSES FOR 2024 — SUBMISSION

I, ANDREW PELLETIER, SUBMIT

Draft By-law 2023-749 governing property taxes and rates of compensation for services in order to meet expenses for 2024;

THAT By-law 2023-749 governing property taxes and rates of compensation for services in order to meet expenses for 2024 will be submitted for adoption at a regular future Council meeting.

2023-12-13.05

AWARD OF CONTRACT — PROFESSIONAL SERVICES BY QUALIFIED ADVISORS IN REAL ESTATE DEVELOPMENT AND MANAGEMENT PROJECTS, REGARDING PLEASANT VIEW BEACH RENOVATIONS AND CURRENT BUILDING CODES AND STANDARDS

WHEREAS the community centre development project of the building at Pleasant View Beach has been pre-selected under the financial aid PRACIM program (file number 2030642);

WHEREAS municipal Council wishes to go ahead with the renovation project of the building at Pleasant View Beach into a community centre;

WHEREAS municipal Administration has put out a call for tenders by invitation for professional services by a consulting firm in real estate project management and development to submit plans and specifications relative to the renovation of the building at Pleasant View Beach into a community centre;

WHEREAS the Firms Sphère Construction and Styliform Inc submitted bids in accordance with the call for tenders by invitation as required under the municipal Politique de gestion contractuelle de la Municipalité and the results are the following:

Bidder	Amount before taxes	Compliance
Sphère Construction Inc.	\$55,000	Compliant
Styliform Inc.	\$74,500	Compliant

I, MICHEL DESROSIERS, MOVE

THAT the contract be awarded to Sphère construction Inc, by mutual agreement in accordance with the *Politique de gestion contractuelle* of professional services to the Municipality of the Village of North Hatley for architectural plans and specifications in the amount of \$55,000;

THAT the Director-General, Benoit Tremblay, be mandated and authorized to sign the professional services contract.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2023-12-13.06

AWARD OF CONTRACT — SERVICE OFFER OF AN ECOLOGICAL CHARACTERIZATION ASSESSMENT OF THE MARINA SHORELINE

WHEREAS resolution 2023-11-22.04 was adopted;

WHEREAS the Municipality will be required to obtain an authorization certificate from the ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs to carry out any future work to the Marina sector;

WHEREAS to obtain a certificate from the ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs, will require an ecological characterization assessment be done of the Marina shoreline;

I, DANIELLE DUPRÉ, MOVE

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THAT Council award the ecological characterization assessment of the Marina shoreline contract by mutual agreement to Groupe Synergis as outlined in the service offer filed July 24, 2023, in the amount of \$8,590.00 plus applicable taxes, in accordance with the Politique de gestion contractuelle de la Municipalité;

THAT the Director-General, Benoit Tremblay, or in his absence, Assistant Director-General, Bruno Bélisle, be mandated and authorized to sign the ecological characterization assessment contract.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2023-12-13.07

BY-LAW 2023-747 AMENDING SUBDIVISION BY-LAW 2001-433 — ADOPTION

I, ELIZABETH FEE, MOVE

THAT the by-law entitled *Règlement numéro 2023-747* amending subdivision by-law 2001-433 of the Municipality of the Village of North Hatley de adopted.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2023-12-13.08

AWARD OF CONTRACT — SERVICE OFFER BY AN ENVIRONMENTAL CONSULTANT – INSTALLATION OF AN AUTOMATED BOAT WASHING/LAUNCHING STATION

WHEREAS Council wishes to put in place an automated boat washing/launching station;

WHEREAS a similar service has been installed in various Quebec MRC regions as a viable, responsible and economic long-term solution;

WHEREAS in order to see the project to completion, the Municipality requires the services of an environmental consultant who will be in charge of the project for the following:

- coordination of various required related studies;
- project timetable;
- available subsidies;
- preparation of technical plans and specifications for the project;
- recommendations on the best bids submitted;
- guide to the Municipality on the day-to-day operations of the project.

I, DAVID WILSON, MOVE

THAT the contract be awarded by mutual agreement to Marie-Christine Picard Consultante en environnement, in accordance with the Politique de gestion contractuelle de la Municipalité, in the amount of \$19,250.00 plus applicable taxes;

THAT the Director-General, Benoit Tremblay, or in his absence, Assistant Director-General, Bruno Bélisle, be mandated and authorized to sign the project manager contract.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2023-12-13.09

AWARD OF CONTRACT – MUNICIPAL GARAGE WINDOW REPLACEMENT

WHEREAS under the programmation TECQ, version 4, funding is available for window and door replacement at the municipal garage for energy efficiency;

WHEREAS calls for tenders by invitation were put out, in accordance with the Politique de gestion contractuelle, and received as of November 29, 2023;

WHEREAS calls for tenders were sent to:

- Ti-Brin construction
- L&CIE entrepreneur général
- 7726066 Canada inc

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I, CARROL HALLER, MOVE

THAT the contract for the replacement of windows and the door at the municipal garage be awarded by mutual agreement to L&CIE entrepreneur général, in accordance with the *Politique de gestion contractuelle de la Municipalité*, in the amount of \$43,720.00 plus applicable taxes.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2023-12-13.10

BY-LAW RU-2023-02 AMENDING BY-LAW RU-2018-611 ON PARKING AND MANAGEMENT OF PUBLIC ROADS – NOTICE OF MOTION

I, MARCELLA DAVIS GERRISH, hereby give notice of motion that a by-law will be submitted for adoption at a future Council meeting;

The object of the by-law will be to amend Annex A of the by-law on parking and management of public roads in order to:

Limit parking to 10 minutes in designated zones.

The draft by-law is submitted in accordance with Article 445 of the Municipal Code of Quebec.

2023-12-13.11

LEVÉE DE L'ASSEMBLÉE

At 7:24 p.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.