

**MINUTES
VILLAGE OF NORTH HATLEY
FEBRUARY 5, 2024**

REGULAR 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. |
| 2. Carrol HALLER | 5. David WILSON |
| 3. Danielle DUPRÉ | 6. |

ABSENT: Elizabeth FEE, Andrew J. PELLETIER

QUORUM is present with Mayor Marcella DAVIS-GERRISH presiding.

ALSO PRESENT: Benoit TREMBLAY, Director-General and Secretary-Treasurer, and Bruno BÉLISLE, Assistant Director-General.

AGENDA – FEBRUARY 5, 2024

1. Adoption of the Agenda
2. Adoption of the Minutes of the meetings held September 15 and 23, 2024
3. Information from Council members
4. Question period on Items listed on the Agenda

GENERAL ADMINISTRATION AND LEGAL AFFAIRS

5. Call for proposals for the redesign of the Municipality of North Hatley website

HUMAN RESOURCES AND WORK RELATIONS

6. Staff Hours – Approval of Accrued Vacation and Banked Hours

FINANCE AND TREASURY

7. Approval of Accounts Payable
8. Reports on Net Salaries –2024-01
9. By-law 2024-753 regarding real estate transfer duties — Adoption
10. List of properties for sale due to non-payment of taxes
11. Adoption of the Régie intermunicipale des eaux Massawippi (RIEM) budget estimates

ENGINEERING AND PUBLIC WORKS

12. Programme d'infrastructures municipales d'eau (PRIMEAU) — Application, Volet 1— *Item removed*
13. Programme d'infrastructures municipales d'eau (PRIMEAU) — Application, Volet 2
14. Gas Tax Fund (GTF) and Québec contribution 2019-2023 (TECQ)

URBANISM, HERITAGE AND ENVIRONMENT

15. *By-law 2024-752* establishing the Comité consultatif d'urbanisme et de patrimoine — Adoption
16. *By-law 2024-754* amending Zoning By-law 2001-432 (C4-C5) — Adoption of 1st draft
17. Appointment of a chairperson, acting chairperson and members of the Demolition Committee — *Item removed*
18. Appointment of members to the Town Planning and Heritage Advisory Committee
19. *By-law 2024-755* amending Urban Planning By-Law 2001-431 — Notice of Motion
20. *By-Law 2024-755* amending Urban Planning By-Law 2001-431 — Adoption of 1st draft

RECREATION, CULTURE AND COMMUNITY LIFE

21. Proclamation of Hooked on School Days celebrating school perseverance
22. Authorization to hold an event — Mother's Day Half-Marathon

PUBLIC SECURITY

23. *By-law 2024-750* amending By-law RU 2023-02 on parking lots— Adoption
24. *By-law 2024-751 on road traffic* — Presentation

VARIA

25. Question Period on Issues of local public interest
26. Meeting Adjourned

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THAT the Agenda be approved as presented with the following items removed:

- 10** - List of properties for sale due to non-payment of taxes;
- 12** - Programme d'infrastructures municipales d'eau (PRIMEAU) — Application, Volet 1;
- 17** – Appointment of a chairperson, acting chairperson and members to the Demolition Committee

and the following item added:

- 14** – Gas Tax Fund (GTF) and Québec contribution 2019-2023 (TECQ)

2024-02-05.02

ADOPTION OF THE MINUTES OF THE MEETINGS HELD JANUARY 15 AND 23, 2024

I, DANIELLE DUPRÉ, MOVE

THAT the Minutes of the Regular Meeting held January 15, 2024 and the Minutes of the Special Meeting held January 23, 2024 be adopted as presented.

2024-02-05.03

INFORMATION FROM COUNCIL MEMBERS

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

- Environment Committee update
- Crêpe supper February 13 at 5 pm
- Curling Club for juniors
- Family policy development
- Skating rink

2024-02-05.04

QUESTION PERIOD ON ITEMS LISTED IN THE AGENDA

CITIZENS	ISSUES	
QUESTIONS REPLIED TO BY EMAIL		
JF LOISELLE	Q	Is the Municipality able to do anything to save the SAQ
	R	The Municipality can support an initiative, however, it is a private sector issue.

2024-02-05.05

CALL FOR PROPOSALS FOR THE REDESIGN OF THE MUNICIPALITY OF NORTH HATLEY WEBSITE

WHEREAS the Municipality Website must be upgraded to reflect current needs;

WHEREAS proposals for a complete redesign of the website or construction of a new website are required;

WHEREAS Council wishes to look at various options in terms of user-friendliness and functions provided by a website, and those available by way of target audience web portals;

I, CARROL HALLER, MOVE

THAT Management proceed with the request for proposals for the purpose of the redesign or construction of a website;

THAT Management proceed with the request for 'web portal' service proposals for the Municipality.

VOTE FOR:			VOTE AGAINST:			ABSTENTION:	
ADOPTION:	ADOPTÉD						

2024-02-05.06

STAFF HOURS - APPROVAL OF ACCRUED VACATION AND BANKED HOURS

WHEREAS employees have banks of accrued hours for vacation or compensatory time;

WHEREAS in view of the Municipality's financial statements, it is necessary to have these banked hours approved by Council;

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WHEREAS a statement of banked hours was submitted by the Director General/Clerk-Treasurer to Council members;

I, DAVID WILSON, MOVE

THAT Council for the Municipality of the Village of North Hatley approve the statement submitted by the Director General/Clerk-Treasurer relative to employee accrued vacation and compensatory time as of December 31, 2023.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-02-05.07

APPROVAL OF ACCOUNTS PAYABLE

WHEREAS Accounts Payable at the Municipality were reviewed by Council;

I, DAVID WILSON, MOVE

To approve payment of supplier accounts listed on the statement presented February 5, 2024 by the Treasury Department, in the amount of \$47,368.19.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-02-05.08

REPORTS ON NET SALARIES — 2024-01

ELECTED	\$8,328.73
PERMANENT	\$39,051.61
SEASONAL	\$4,564.59
TOTAL	\$51,944.93

2024-02-05.09

BY-LAW 2024-753 REGARDING REAL ESTATE TRANSFER DUTIES — ADOPTION

I, MICHEL DESROSIERS, MOVE that the By-law entitled « *Règlement 2024-753 concernant les droits de mutations immobilières* », be adopted.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-02-05.10

LIST OF PROPERTIES FOR SALE DUE TO NON-PAYMENT OF TAXES

Item removed

2024-02-05.11

ADOPTION OF THE RÉGIE INTERMUNICIPALE DES EAUX MASSAWIPPI (RIEM) BUDGET ESTIMATES

WHEREAS member municipalities of the Régie intermunicipale des eaux Massawippi (RIEM) are required to adopt their annual budget in accordance with Articles 603 and ensuing of the Municipal Code;

WHEREAS at a regular meeting held in January 2024, Council at the RIEM adopted decreases made to the budget forecast for 2024 due to a decrease in costs relative to operations at the plant;

WHEREAS cost-sharing for the Municipality is set at 85% for operations and 75% for debt service;

I, MICHEL DESROSIERS, MOVE

THAT revised cost-sharing be as follows:

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the Municipality of the Village of North Hatley is to adopt the 2024 budget presented by the Régie intermunicipale des eaux Massawippi, totalling \$1,011,656, the North Hatley share for operations set at \$280,116 and the share relative to capital set at \$159,762.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-02-05.12

PROGRAMME D'INFRASTRUCTURES MUNICIPALES D'EAU (PRIMEAU) — APPLICATION, VOLET 1

Item removed

2024-02-05.13

PROGRAMME D'INFRASTRUCTURES MUNICIPALES D'EAU (PRIMEAU) — APPLICATION, VOLET 2

WHEREAS the Municipality of the Village of North Hatley took note of the 'guide du PRIMEAU 2023, volet 2', contacted the Ministère for further information, and acknowledges the requirements of the program to the Municipality and its project;

WHEREAS the Municipality is authorized to submit an application for financial aid;

WHEREAS the Municipality will assume all non-admissible costs related to its project including all admissible changes, up to 50% of their costs and all overrun costs;

WHEREAS the Municipality will assume all costs incurred due to project delay.

WHEREAS the Municipality will assume its share of admissible costs and ongoing operating costs, if applicable.

I, CARROL HALLER, MOVE

TO authorize the Director-General, Benoit Tremblay, or in his absence, the Assistant Director-General, Bruno Bélisle to submit the application for financial aid on behalf and in the name of the Municipality;

THAT the Director-General, Benoit Tremblay, be designated representative for the Municipality.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-02-05.14

GAS TAX FUND AND QUEBEC CONTRIBUTION 2019-2023 (TECQ)

WHEREAS the Municipality has taken note of the terms and conditions of the Guide relative to payment of the government contribution under the Gas Tax Fund and Quebec Contribution Program (TECQ) for the years 2019 to 2023;

WHEREAS the Municipality must respect the terms and conditions of the guide in order to receive the government contribution that was confirmed in a letter from the Ministre des Affaires municipales et de l'habitation;

I, MICHEL DESROSIERS, MOVE

THAT the Municipality respect the said terms and conditions of the guide;

THAT THAT the Municipality assume sole responsibility and release the Government of Canada and the Government of Quebec as well as their ministers, senior officials, employees and agents of any liability for claims, demands, losses of property resulting from a deliberate or negligent act arising directly or indirectly from investments made with financial aid assistance obtained under the TECQ 2019-2023 program;

THAT the Municipality approve the details of the attached work program version 3 and all other required documents required by the Ministry and authorize submission to the Ministère des affaires municipales et de l'habitation in order to receive the government contribution as

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confirmed by letter from the Ministre des Affaires municipales et de l'habitation;

THAT the Municipality undertake to reach the minimum capital expenditure threshold imposed for the entire five-year program;

THAT the Municipality undertake to notify the Ministère des Affaires municipales et de l'Habitation of any changes that will be made to the work program approved by this resolution;

THAT the Municipality hereby certifies that the attached program 3 includes real costs incurred and reflects assessed costs for admissible work.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-02-05.15

BY-LAW 2024-752 ESTABLISHING THE COMITÉ CONSULTATIF D D'URBANISME ET DE PATRIMOINE — ADOPTION

I, CARROL HALLER, MOVE that the by-law entitled« *Règlement 2024-752 constituant le Comité consultatif d'urbanisme et de patrimoine* of the Municipality of the Village of North Hatley », be adopted.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-02-05.16

BY-LAW 2024-754 AMENDING ZONING BY-LAW 2001-432 (C4-C5) — ADOPTION 1ST DRAFT

I, MICHEL DESROSIERS, MOVE to adopt draft regulation 2024-754 amending Zoning By-Law 2001-432.

The object of draft regulation 2024-754 will be to amend Zoning By-Law 2001-432 in order to:

- prohibit main floor usage for A. 1) single family dwellings and B. 1) two-family dwellings in commercial buildings in zones C4 and C5.

NOTICE is hereby given that a **Public Consultation meeting will take place February 26, 2024 at 3 p.m.** at the Église Ste-Elizabeth de North Hatley community hall.

The consultation meeting will allow Council to explain the draft regulation and the consequences of its adoption, and to hear from people and organizations wishing to express their views.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-02-05.17

NOMINATION OF A CHAIRPERSON, ACTING CHAIRPERSON AND MEMBERS TO THE DEMOLITION COMMITTEE

Item removed

2024-02-05.18

APPOINTMENT OF MEMBERS TO THE TOWN PLANNING AND HERITAGE ADVISORY COMMITTEE

WHEREAS By-Law 2024-752 – « *Règlement constituant le comité consultatif d'urbanisme et de patrimoine* » requires the appointment of 6 residents as members of the committee;

WHEREAS a call for candidates was put out to the public;

WHEREAS the Municipality has received the candidacy of M. FRANÇOIS GINGRAS;

I, MICHEL DESROSIERS, MOVE

TO ACCEPT the candidacy of M. FRANÇOIS GINGRAS as a member of the CCUP, for a period of three (3) years beginning February 5, 2024.

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VOTE FOR:			VOTE AGAINST:			ABSTENTION:	
ADOPTION:	ADOPTÉD						

2024-02-05.19

BY-LAW 2024-755 AMENDING URBAN PLANNING BY-LAW 2001-431 — NOTICE OF MOTION

I, DANIELLE DUPRÉ, hereby give notice that a by-law will be presented for adoption at a future Council meeting.

The object of the by-law will be to amend the Planning By-Law in order to:

- Include a heat island clause in accordance with the Act respecting land use planning and development.

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

2024-02-05.20

BY-LAW 2024-755 AMENDING URBAN PLANNING BY-LAW 2001-431 — ADOPTION OF A FIRST DRAFT

I, DANIELLE DUPRÉ, MOVE

To adopt the first draft of the by-law amending Urban Planning By-law 2001-431.

The object of the draft By-law 2024-755 will be to amend the urban plan in order to:

- Include a heat island clause in accordance with the Act respecting land use planning and development.

A copy of the draft is included with and forms an integral part of the present resolution.

A **Public Consultation meeting will take place February 26, 2024 at 3:30 p.m.** at the Église Ste-Elizabeth de North Hatley community hall. The public consultation meeting will allow Council to explain the draft by-law and the consequences of its adoption, and to hear from people and organizations wishing to express their views.

VOTE FOR:			VOTE AGAINST:			ABSTENTION:	
ADOPTION:	ADOPTÉD						

2024-02-05.21

PROCLAMATION OF HOOKED ON SCHOOL DAYS CELEBRATING SCHOOL PERSEVERANCE

WHEREAS for the past 19 years, decision-makers and elected officials in the Estrie region have placed the fight against dropping out of school at the heart of regional development priorities, since this problem is closely linked to other issues, including regional image, the next generation of workers and their qualifications, public health and the fight against poverty

WHEREAS elected officials in the Estrie region, by way of the Table des MRC de l'Estrie, have outlined, among regional actions to be prioritized the enhanced support of all Estrie residents in the development of their competencies, employment opportunity and financial independence through training, school perseverance and ongoing knowledge acquisition and equal opportunity.

ATTNEDU QUE elected officials in the Estrie region have included among their priorities, via the Table des MRC de l'Estrie, and within the framework of regional planning concluded in 2022, attraction, retention, employment and training, and social development;

WHEREAS the impact on student mental health and motivation due to the pandemic is still being felt, to the detriment of school perseverance and academic success;

WHEREAS dropping out of school has significant negative impacts on the economy of the Estrie region, estimated to be several tens of

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millions of dollars annually; these impacts are also estimated to amount to 1.9 billion dollars annually in the province of Quebec;

WHEREAS perseverance among young people in the Estrie region continues to increase, yet 20.7% of these young people still drop out of school each year before obtaining a high school leaving diploma (annual rate 2029-2020);

WHEREAS dropping out of school prevention is not a problem unique to the realm of education, it is a social issue that must be addressed collectively, beginning in early childhood until the young person obtains a diploma that will lead to employment, regardless of the level of education.

WHEREAS the Partners for Educational Success Estrie Project is organizing the 15th edition of the Hooked on School Days in the Estrie region, from February 12 to 16, 2024, under the theme “For a better future, perseverance is always in the present tense“. The 2024 edition will be an opportunity to remember that all adults have a fundamental role to play in motivating young people and promoting school perseverance.

WHEREAS Hooked on School Days will be held again this year simultaneously in all regions of Quebec with a major number of municipalities also supporting the event;

I, DANIELLE DUPRÉ, MOVE

THAT Council at the Municipality of the Village of North Hatley proclaim February 12, 13, 14, 15, 16, 2024 Hooked on School Days in the Municipality and commit to:

- Supporting the Partners for Educational Success Project dedicated to the fight against dropping out of school, and making the Estrie region an area that values education as a major tool in the development of its communities.
- Encouraging and publicly congratulating the young people of the Municipality of the Village of North Hatley for their school perseverance.
- Proudly wearing the green and white school retention ribbon to show their support.
- Displaying the school retention flag when possible.
- Forwarding a copy of this resolution to the Partners for Educational Success Project in the Eastern Townships.

VOTE FOR:			VOTE AGAINST:			ABSTENTION:	
ADOPTION:	ADOPTÉD						

2024-02-05.22

AUTHORIZATION TO HOLD AN EVENT — MOTHER’S DAY HALF-MARATHON

WHEREAS a request was made by the Courir en Estrie organization to hold the Mother’s Day Half-Marathon scheduled to take place May 11, 2024;

WHEREAS the goal of the event is to promote physical activity and a healthy lifestyle, a goal in place at the Municipality;

WHEREAS the Half-Marathon is a qualifying race leading to the FADOQ provincial championships held in September;

WHEREAS the organization’s designated paths will include chemin Capelton;

WHEREAS the organization hopes to be able to use our municipal parking lot, the soccer field, the public market area, folding tables and garbage bins.

I, DAVID WILSON, MOVE

THAT the Municipality of the Village of North Hatley approve the request and give support to the 2024 edition of Courir en Estrie, represented by its president-director-general, Patrick Mahony.

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VOTE FOR:	VOTE AGAINST:	ABSTENTION:
ADOPTION:	ADOPTÉD	

2024-02-05.23

BY-LAW 2024-750 AMENDING BY-LAW 2023-02 ON PARKING LOTS— ADOPTION

I, MARCELLA DAVIS GERRISH, MOVE that the By-Law entitled « *Règlement 2024-750 modifiant le règlement RU 2023-02 sur les stationnements* », be adopted.

VOTE FOR:	VOTE AGAINST:	ABSTENTION:
ADOPTION:	ADOPTÉD	

2024-02-05.24

BY-LAW 2024-751 ON ROAD TRAFFIC — PRESENTATION

WHEREAS Council members have obtained and reviewed a draft of By-Law 2024-751;

I, MICHEL DESROSIERS, MOVE

Draft of By-Law *2024-751 on road traffic*;

THAT the by-law be submitted for adoption at a future Council meeting.

2024-02-05.25

QUESTION PERIOD ON ISSUES OF LOCAL PUBLIC INTEREST

QUESTIONS CAN BE ASKED VERBALLY AND REQUIRE STATING ONE'S NAME, ADDRESS AND CITY/TOWN.

SOME QUESTIONS WERE SUBMITTED BY E-MAIL PRIOR TO THE MEETING. SOME REPLIES MAY BE DIFFERENT FROM THE AUDIO FILE AS THEY WERE ANSWERED FOLLOWING THE MEETING.

CITIZENS	ISSUES
QUESTIONS REPLIED TO BY EMAIL	
JOANNE MAROSI	Q Was the By-law for C4 and C5 adopted today?
	R No, it was tabled and presented for a future adoption. A public consultation meeting will take place to allow the population to express their views on the issue.
PAUL PARKER	Q Is it possible to obtain information on the parking by-law?
	R The amendment had to do with parking in front of the dépanneur.
MICHAEL GRAYSON	Q. There is a number of street lights to be changed and there is a water pressure problem in the Massawippi sector.
	R. We are in the process of changing street lights to LED lights to protect the starlit sky. We haven't received any complaints of water pressure issues in that area but we will look into it.
MICHAEL GRAYSON	Q. Riverbanks – we have to inform people on ways of managing riverbanks but to also let them know that it is an obligation to do so.
	R. It will be sent to the Environment Committee.
MICHAEL GRAYSON	Q. Has the RIEM budget been adjusted downward?
	R. Yes due to negotiations with the operator of the filtration plant.

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MICHAEL GRAYSON	Q.	Will water lines be changed in the section to the west?
	R.	Yes, a request for a subsidy is being submitted. Funds are available following adoption of our plan.
JEAN FRANÇOIS LOISELLE	Q.	In view of the Fête nationale, has there been any news from the Canton?
	R.	We have no news on the subject. We recommend contacting the Canton directly.
JEAN FRANÇOIS LOISELLE	Q.	CPE: There is a plateau above the Town Hall property. The children at the daycare could climb up to it. Is there a staircase in the plans?
	R.	Nothing is planned so far.
JEAN FRANÇOIS LOISELLE	Q	Where can we get the Hooked on School Days green and white ribbon?
	R	We recommend going to the Hooked on School Days website.
JEAN FRANÇOIS LOISELLE	Q	Would it be possible to post birth announcements?
	R	To be looked into.

2024-02-05.26

MEETING ADJOURNED

At 7:52 p.m., all issues on the Agenda having been addressed;

I, CARROL HALLER, 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.