

January 8th 2014

At a regular meeting of the Council of the Municipality of Stanstead Township, held on the **eighth** day of the month of **JANUARY** in the year **TWO THOUSAND AND FOURTEEN**, at the Town Hall located at 778, Sheldon road, Stanstead Township, forming a quorum under the chairmanship of the Mayor Mrs. Francine Caron Markwell, of which were present Councillors:

Ms. Janet Cooper
Mrs. Gaétane Gaudreau
Mr. George C. Atkin
Mr. Pierre Martineau
Mr. Dany Brodeur

Councillor Christian Laporte was absent.

The interim Director General and Secretary Treasurer Mr. Richard E. Ranger was also present.

1. OPENING OF THE MEETING

The Mayor, Mrs. Francine Caron Markwell, declared the opening of the meeting, it is 7h30 pm.

14-01-609

2. ADOPTION OF THE AGENDA

Resolved : THAT the agenda is adopted as proposed.

*Proposed by councillor Gaétane Gaudreau
Seconded by councillor Dany Brodeur*

ADOPTED

14-01-610

3. APPROVAL OF MINUTES AND FOLLOW-UP

Resolved: THAT the minutes of December 4th 2013 be adopted as deposited.

*Proposed by councillor Janet Cooper
Seconded by councillor Gaétane Gaudreau*

ADOPTED

4. FOLLOW –UP ON THE LAST REGULAR MEETING OF COUNCIL

5. QUESTION FROM CITIZENS

6. TABLING OF THE MONTHLY CORRESPONDENCE

The monthly correspondence was tabled to the members of the Council.

7. TOWN PLANNING AND ENVIRONMENT

7.1 Tabling of the summary report of permits

The report of permits issued was tabled to the members of the Council for December.

7.2 Tabling of the minutes of the Planning Advisory Committee

The minutes of the meeting held on December 17th 2013 were tabled to the members of the Council.

7.3 Tabling of the Forest Inspection Report

The forestry inspection report for the month of December 2013 was tabled to the members of the Council.

14-01-611

7.4 Renewal of the contract of the building and environment inspector, Marc Blain

WHEREAS Council adopted the employment contract of Mr. Blain last January 2013, as appears in the resolution No. 13-01-380;

WHEREAS the said contract ended on last December 31st, it is therefore necessary to renew the contract for another year;

And given

THAT Council has received and taken note of the terms of the said contract and declares itself satisfied

THAT Council authorizes and mandates the Mayor or in her absence the acting Mayor and the director general or in his absence the assistant director general to sign the said contract for and on behalf of the municipality.

THAT expenditure is appropriate to relevant budget items.

Resolved: THAT the Council renew the employment contract of Mr. Marc Blain, building and environment inspector, for the period of January 1st 2014 to December 31st 2014, under the terms and conditions described in the contract.

***Proposed by councillor Pierre Martineau
Seconded by councillor Gaétane Gaudreau***

ADOPTED

14-01-612

7.5 Request for a minor variance for the property situated at 62 Lac Lovering

WHEREAS the owner of 62, Lake Lovering asks for a request for a minor variance in order to build a main building on lot 487-14 of a surface of 1070.7 square metres;

WHEREAS the request of the minor variance is to allow the setting-up of a main building which the side margin will be reduced to 1, 68 meters and the back margin of the right-hand side of the building in 17, 49 meters;

WHEREAS the Planning Advisory Committee got to know the facts and recommended to the town councillors to grant this present minor variance conditionally given the fact that the applicant agreed not to add a gallery on the left up adding a gallery on the left-hand side of the main building;

WHEREAS a notice was published according to the article 145.6 of the by-law on the arrangement and the town planning, on last December 18th;

Councillors Janet Cooper, Gaétane Gaudreau, George C. Atkin, Dany Brodeur are in favor of this request of minor variance.

Resolved: THAT Council should agree to this present request for a minor variance, according to the recommendations of C.C.U.

***Proposed by councillor George C. Atkin
Seconded by councillor Dany Brodeur***

Mr. Pierre Martineau announced that he is not in favor of this request of minor variance.

Mr. Martineau announced that his dissent for the following reasons be recorded in the present minutes:

1. He would have abstained, but the law does not permit abstentions. He could not vote for a solution which, in his opinion, is not a solution just for the citizen, but has implications for other cases which might arise.

2. He did not agree with the way the municipality managed this case by applying a priority on by-law rather than another which is less to the detriment of the owner of 62, Lake Lovering.

3. He did agree with the fact that we have a construction by-law 214-2001 that we can't apply by-law because the zoning by-law has priority. This construction by-law becomes redundant. We certainly didn't adopt this by-law in the past without intending to use it. In his opinion it was adopted in order to apply in situation like this. We should look back at this by-law to allow exceptions which are not only planned, but also applicable.

The resolution was put to vote. Four councillors voted for while Mr. Martineau voted against.

ADOPTED

7.6 Notice of motion to present the project under by-law 350-2014 modifying the zoning by-law 212-2001 concerning telecommunication towers

Notice of motion is given by the councillor George C. Atkin to adopt a by-law aimed to amend the zoning by-law 212-2001 in order to control the construction of telecommunication infrastructure according to certain conditions and criteria amongst which the location, the safety and appearance of said infrastructure.

14-01-613

7.7 Draft of by-law 350-2014 modifying the zoning by-law 212-2001

***Proposed by councillor Gaétane Gaudreau
Seconded by councillor Dany Brodeur
And resolved***

THAT Council of the Municipality of Stanstead Township adopts by-law 350-2014 modifying the zoning by-law 212-2001.

THAT this by-law is attached to these present minutes as Annex A;

THAT the members of Council have received the draft of the by-law at the latest two days before the regular meeting and declare to have read it and waive the reading.

ADOPTED

14-01-614

7.8 Mandate to town planning firm SCU to prepare a draft under by-law 350-2014

WHEREAS the firm of town planning SCU presented a service offer in the amount of 450\$ excluding certain expenses of travelling and taxes, to prepare a draft of by-law no. 350-2014 modifying the zoning by-law 212-2001 of Stanstead Township.

***Proposed by councillor Gaétane Gaudreau
Seconded by councillor Janet Cooper
And resolved***

THAT the service offer proposed by the town planning firm of SCU is accepted at 450\$ plus travelling expenses and taxes.

ADOPTED

14-01-615

7.9 COMBEQ congress for town planner, summer 2014

***Proposed by councillor Dany Brodeur
Seconded by councillor George C. Atkin
And resolved***

THAT Council authorizes the municipal inspector to attend this congress and allows an expense of \$550 plus taxes for the registration at this congress.

ADOPTED

7.10 Notice of motion to present a by-law on the plans for setting-up architectural integration (PIIA)-

Notice of motion is given by the councillor George C. Atkin to adopt, during a subsequent session, a by-law on the plans of the setting-up and architectural integration (PIIA) to protect and emphasize sectors receiving patrimonial and architectural characteristics that must be preserved and protected.

8. PUBLIC WORKS AND INFRASTRUCTURE

14-01-616

8.1 Renewal of contract for the responsible for roads and infrastructures, Michel Massé

WHEREAS Council adopted the employment contract of Mr. Michel Massé last January 2013, as appears from the resolution No. 13-01-384;

WHEREAS the said contract ended on December 31st, it is therefore necessary to renew the contract for another year;

And given

THAT Council has received and read the terms of said contract and declares itself satisfied.

THAT Council authorizes and mandates the Mayor or in her absence the acting Mayor and the director general or in his absence the assistant director general to sign the said contract for and on behalf of the municipality.

THAT expenditure is appropriate to relevant budget items.

***Proposed by councillor Janet Cooper
Seconded by councillor Gaétane Gaudreau
And resolved***

THAT Council extend the employment contract of Mr. Michel Massé, responsible for the roads and infrastructure for the period January 1st 2014 to December 31st 2014, under the terms and conditions described in the contract.

ADOPTED

14-01-617

8.2 Renewal of contract assistant responsible for roads and infrastructures, Mr. Pierre-Luc Doyon

WHEREAS Council adopted the employment contract of Mr. Pierre-Luc Doyon last May 2013, as appears from the resolution No. 13-05-469;

WHEREAS said contract ended on December 31st, it is therefore necessary to renew the contract for another year;

And given

THAT Council has received and read the terms of said contract and declares itself satisfied.

THAT Council authorizes and mandates the Mayor or in her absence the acting Mayor and the director general or in his absence the assistant director general to sign for and on behalf of the municipality the said contract.

THAT expenditure is appropriate to relevant budget items.

***Proposed by councillor Gaétane Gaudreau
Seconded by councillor Pierre Martineau
And resolved***

THAT Council extend the employment contract of Mr. Pierre-Luc Doyon, assistant responsible for the roads and infrastructure for the period January 1st 2014 to December 31st 2014, under the terms and conditions described in the contract.

ADOPTED

14-01 618

8.3 Training for public roads employees required to work in confined spaces

*Proposed by councillor George C. Atkin
Seconded by councillor Pierre Martineau
And resolved*

THAT an expense of \$1250 is granted to Mr. Michel Massé and Pierre-Luc Doyon to participate in training relayed to work in confined spaces.

THAT the amount of the expenditure is appropriate to relevant budget items.

ADOPTED

9. TREASURY AND ADMINISTRATION

14-01-619

9.1 Approval of accounts paid and payable, December 2013/ January 2014

*Proposed by councillor Pierre Martineau
Seconded by councillor Dany Brodeur
And resolved*

THAT Council approves the list of accounts payable for the months of December 2013 and January 2014, and authorizes the Director General and / or her assistant to pay from the general fund accounts payable in accordance with the approved list.

Total of accounts paid:	\$4 304, 55
Total of accounts payable	\$97 115, 08

THAT Council approves the list of salaries for the month of December, namely:

Salaries of employees:	\$16 444, 05
Salaries of elected:	\$4 328, 08
Firefighters:	\$28 002, 18

ADOPTED

9.2 Report of revenues and expenditure of the month

The ratio of the revenue and expenditure of the month was tabled with to Council members.

9.3 Report on financial activities and availability of funds

The report on financial activities and availability of funds was tabled to the members of the Council.

9.4 Staff activity report

The staff activity report was tabled to the members of the Council.

9.5 Report of delegated authority

The reports of the delegation of authority of the Director General and the Director of Public Works was tabled to the Council.

14-01-620

9.6 Renewal of the contract for the person responsible for finance and assistant Director General, Mrs Denise Girard

WHEREAS, Council adopted the employment contract of Denise Girard last January 2013, as appears from the resolution No. 13-01-388;

WHEREAS, the said contract ended on December 31st, it is therefore necessary to renew the contract for another year;

And given :

THAT Council has received and read the terms of said contract and declares itself satisfied.

THAT Council authorizes and mandates the Mayor or in her absence the acting Mayor and the director general or in his absence the assistant director general to sign the said contract for and on behalf of the municipality.

THAT expenditure is appropriate to relevant budget items.

**Proposed by councillor Dany Brodeur
Seconded by councillor George C. Atkin
And resolved**

THAT Council renews the contract of employment of Denise Girard, responsible for finance and assistant Director General for the period January 1st 2014 to December 31st 2014, under the terms and conditions described in the contract.

ADOPTED

14-01-621

9.7 Renewal of the contract of the secretary-receptionist, Mrs Nancy Vanasse

WHEREAS, Council adopted the employment contract Mrs Nancy Vanasse last July 2013 as appears from the resolution No. 13-07-512;

WHEREAS, the said contract ended on December 31st, it is therefore necessary to renew the contract for another year;

And given:

THAT Council has received and read the terms of said contract and declares itself satisfied.

THAT Council authorizes and mandates the Mayor or in her absence the acting Mayor and the director general or in his absence the assistant director general to sign the said contract for and on behalf of the municipality.

THAT expenditure is appropriate to relevant budget items.

**Proposed by councillor Gaétane Gaudreau
Seconded by councillor Pierre Martineau
And resolved**

THAT Council renews the contract of employment of Mrs Nancy Vanasse, secretary-receptionist for the period January 1st 2014 to December 31st 2014, under the terms and conditions described in the contract.

ADOPTED

14-01-622

9.8 Renewal of the contract for the person responsible for cleaning, Mrs. Josée Carrière

WHEREAS Council adopted the employment contract of Mrs. Carrière last June 2013, as appears from the resolution No. 13-06-497;

WHEREAS the said contract ended on December 31st, it is therefore necessary to renew the contract for another year;

And given :

THAT Council has received and read the terms of said contract and declares itself satisfied.

THAT Council authorizes and mandates the Mayor or in her absence the acting Mayor and the director general or in his absence the assistant director general to sign for and on behalf of the municipality the said contract.

THAT expenditure is appropriate to relevant budget items.

Proposed by councillor Janet Cooper
Seconded by councillor Gaétane Gaudreau
And resolved

THAT Council renews the employment contract of Mrs. Josée Carrière, responsible for cleaning, for the period January 1st 2014 to December 31st 2014, under the terms and conditions described in the contract.

ADOPTED

14-01-623

9.9 Support for the Massawippi Valley Health Centre

Proposed by councillor Gaétane Gaudreau
Seconded by councillor George C. Atkin
And resolved

THAT the Municipality of Stanstead Township supports the creation of the Massawippi Valley Health Centre.

ADOPTED

14-01-624

9.10 Renewal of the contract for maintenance and support of the applications for management and the administration - PG Solutions

Proposed by councillor Pierre Martineau
Seconded by councillor Janet Cooper
And resolved

THAT Council accepts the aforementioned offer and agrees a \$4 860 expense plus taxes from the relevant budget for year 2014.

ADOPTED

14-01-625

9.11 Renewal of the contract for maintenance and support of the applications for ACCESS CITY - PG Solutions

Proposed by councillor Pierre Martineau
Seconded by councillor Dany Brodeur
And resolved

THAT Council accepts the aforementioned offer and agrees a \$2 710 expense plus taxes from the concerned budget for year 2014.

ADOPTED

9.12 Summary of the last Council of the RCM Memphrémagog by the mayor.

Mrs. Francine Caron Markwell summarized the important points from the agenda of the last meeting of the RCM Memphrémagog.

10. HYGIENE

14-01-626

10.1 Granting of the contract for the collection of household waste for 2014-2015

WHEREAS the municipality conducted the tender concerning the collection of household waste dated as of December 5th, 2013;

WHEREAS the bidders had up to 11 o'clock on December 23rd, to send their submission;

WHEREAS the municipality conducted the public opening of the bid received within the time limits, which was as follows:

Stanley & Dany Taylor Transport Inc.

Price taxes included mechanized collection: \$75 515, 58

Price taxes included non-mechanized collection: \$75 515, 58

WHEREAS the bid is in accordance with specifications;

***Proposed by councillor Gaétane Gaudreau
Seconded by councillor Janet Cooper
And resolved***

THAT Council awards the contract for non-mechanized collection, transportation, and the disposal of household waste to *Stanley & Dany Taylor Transport Inc.* for the period of March 1st 2014 to February 28th 2015, for the amount of \$75 515.58 including taxes.

THAT Council authorizes the Mayor, Mrs. Francine Caron Markwell in her absence the acting Mayor and the General Manager by interim Mr. Richard E. Ranger, or in his absence the Assistant General Manager, to sign the contract binding the parties for and on behalf of the municipality.

THAT the amount of the expenditure will be appropriate to the same budget item budget 2014-2015.

ADOPTED

14-01-627

10.2 Granting of the contract for the collection of organic matters for 2014-2015

WHEREAS the municipality conducted the tender concerning the collection of organic matters dated as of December 5th 2013;

WHEREAS the bidders had up to 11 o'clock on December 23rd, 2013 to send their submission;

WHEREAS the municipality conducted the public opening of the bid received within the time limits, which was as follows:

Stanley & Dany Taylor Transport Inc.

Price taxes included mechanized collection: \$33 975, 11

Price taxes included non-mechanized collection: \$33 975, 11

WHEREAS the bid is in accordance with specifications;

***Proposed by councillor Gaétane Gaudreau
Seconded by councillor George C. Atkin
And resolved***

THAT Council awards contract for non-mechanized collection, transportation, and the disposal of organic matters to *Stanley & Dany Taylor Transport Inc.* for the period March 1st 2014 to February 28th 2015, for the amount of \$ 33 975,11.

THAT Council authorizes the Mayor, Mrs. Francine Caron Markwell in her absence the acting Mayor and the General Manager by interim Mr. Richard E. Ranger, or in his absence the Assistant General Manager, to sign the contract binding the parties for and on behalf of the municipality.

THAT the amount of the expenditure will be appropriate to the relevant item budget 2014-2015.

ADOPTED

14-01-628

10.3 Granting of the contract for the collection of the recyclable materials for 2014-2015

WHEREAS the municipality conducted the tender concerning the collection of recyclable materials dated as of December 5th, 2013;

WHEREAS the bidders had up to 11 o'clock on December 23rd, to send their submission;

WHEREAS the municipality conducted the public opening of the bid received within the time limits, which was as follows:

Bidder 1 Stanley & Dany Taylor Transport Inc.

Price taxes included mechanized collection: \$52 386, 06

Price taxes included non-mechanized collection: \$52 386, 06

WHEREAS the bid is in accordance with specifications;

***Proposed by councillor Gaétane Gaudreau
Seconded by councillor Janet Cooper
And resolved***

THAT Council awards contract for collection, transportation, and the disposal of recyclable materials to *Stanley & Dany Transport Inc.* for the period March 1st 2014 to February 28th 2015, for the sum of \$52 386, 06 including taxes.

THAT Council authorizes the Mayor, Mrs. Francine Caron Markwell in her absence the acting Mayor and the General Manager by interim Mr. Richard E. Ranger, or in his absence the Assistant General Manager, to sign the contract binding the parties for and on behalf of the municipality.

THAT the amount of the expenditure will be appropriate to the relevant item, budget 2014-2015.

ADOPTED

11. PUBLIC SECURITY

14-01-629

11.1 Training for firefighters

WHEREAS the Department of Fire Prevention requires two non-urban officers to assure the management of the operations during disasters;

WHEREAS Messrs Brian Wharry and Malcolm Flanders asked to do a training course to obtain the rank of officer;

WHEREAS THAT the training lasts 90 hours;

***Proposed by councillor George C. Atkin
Seconded by councillor Gaétane Gaudreau
And resolved***

THAT Council agrees with the director of the Service Fire Department of prevention accepting candidates Mr. Wharry & Mr. Flanders;

THAT Council authorizes an expense of about \$1 500 per person for the registration fees, training, manuals, examinations and travelling;

THAT the amount of the expenditure is appropriate to the relevant budget no. 02 22000 454

ADOPTED

14-01-630

11.2 Updating of the civil safety plan mandate to Raymond Gagné, consultant in civil safety- Fire safety.

WHEREAS the civil safety plan of the municipality needs updating every year;

WHEREAS the actual civil safety plan was prepared in 2013 by the consultant Raymond Gagné, specialist in civil security and fire security;

***Proposed by councillor Gaétane Gaudreau
Seconded by councillor Pierre Martineau***

And resolved

THAT Council mandates Mr. Raymond Gagné to do the updating of the civil security plan for the amount of \$2 906, 57 plus taxes;

THAT the expenditure is appropriate to the relevant budget no. 02 23000 429

ADOPTED

14-01-631

11.3 Appointment of municipal civil safety and security committee members.

WHEREAS municipal election was held of November 2013, there is good reason to appoint new members of the municipal civil security committee for the next years;

**Proposed by councillor Dany Brodeur
Seconded by councillor George C. Atkin
And resolved**

THAT the municipal committee for civil security consists of the following persons:

Mrs. Francine Caron Markwell, mayor
Ms. Janet Cooper, councillor
Mrs. Gaétane Gaudreau Langlois, councillor
Mr. Pierre Martineau, councillor

THAT a copy of this resolution is transmitted to Mrs. Catherine Otis, councillor in civil security of the regional board of directors for civil security and the fire security of the Monteregie and Eastern Township.

ADOPTED

11.4 Notice of motion for the adoption of by-law 349-2014 amending by-law 345-2013 concerning fire safety-

The councillor Dany Brodeur gave a notice of motion presented for adoption on by-law 349-2014 amending by-law 345-2013 concerning fire prevention.

This by-law aims to amend by-law 345-2013 in its article 20, paragraph 3 concerning the outside fires for owners of land greater than 5 acres, zoned agricultural or zoned white, according to the Municipal by-law.

14-01 632

11.5 Adoption of by-law 349-2014 amending by-law 345-2013 fire prevention.

**Proposed by councillor Gaétane Gaudreau
Seconded by councillor George C. Atkin
And resolved**

THAT Council of the Municipality of Stanstead Township adopts the by-law named: By-law no. 349-2014 modifying by-law 345-2013.

THAT this by-law is attached to these present minutes as ANNEX B;

THAT the members of Council have received the draft of by-law at the latest two days before the regular meeting and declare to have read it and waive the reading.

ADOPTED

14-01-633

11.6 Contract for maintenance and support of the plan of intervention and prevention: software Premiere –agreement with Ville de Magog.

**Proposed by councillor Dany Brodeur
Seconded by councillor Janet Cooper
And resolved**

THAT an amount of \$1 500 be paid to the firm Software Premiere Ligne connected with the plan of intervention and prevention fire in 2014.

ADOPTED

12. LEISURE AND CULTURE

14-01-634

12.1 Hiring Mrs. Hélène Hamel agent of community development, working contract

*Proposed by councillor Gaétane Gaudreau
Seconded by councillor Pierre Martineau
And resolved*

THAT Council has received and read the terms of said contract and declares itself satisfied.

THAT Council authorizes and mandates the Mayor or in her absence the acting Mayor and the director general or in his absence the assistant director general to sign the said contract for and on behalf of the municipality.

THAT expenditure is appropriate to relevant budget items.

ADOPTED

14-01-635

12.2 Appoint of an employee for the supervision of the ice rink in Thayer Park.

*Proposed by councillor Dany Brodeur
Seconded by councillor Janet Cooper
And resolved*

THAT Mrs. Debra Ann Clahane living on 760, Sheldon, is appointed and will be responsible for the supervision of the ice rink according to the wage conditions described in the job offer;

THAT Mrs. Clahane's schedule is about 20 hours per week according to the weather and clientele.

ADOPTED

13. VARIA

14. CLOSING OF THE MEETING

Closing of the meeting was proposed by Councillor Janet Cooper, it is 8h50 pm.

Francine Caron Markwell, Mayor

Mr. Richard E. Ranger, Director-General
And Secretary-Treasurer by interim

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