

March 5th 2014

At a regular meeting of the Council of the Municipality of Stanstead Township, held on the **fifth** day of the month of **MARCH** 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
Mr. Christian Laporte

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 meeting open at 7:30 pm.

14-03-658

2. ADOPTION OF THE AGENDA

Resolved : **THAT** the agenda is adopted as proposed.

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

ADOPTED

14-03-659

3. APPROVAL OF MINUTES AND FOLLOW-UP

Resolved: **THAT** the minutes of February 5th 2014 be adopted as deposited.

*Proposed by councillor Janet Cooper
Seconded by councillor Pierre Martineau*

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 January.

7.2 Tabling of the minutes of the Planning Advisory Committee

No meeting was held in February.

7.3 Tabling of the Forest Inspection Report

The forestry inspection report for the month of February 2014 was tabled to the members of the Council.

8. PUBLIC WORKS AND INFRASTRUCTURE

14-03-660

8.1 Purchase of wood shredder

WHEREAS the ice storm, last December, caused a lot of damage resulting in branches ending up in roads, ditches, watercourses in the territory of the Municipality of Stanstead Township;

WHEREAS Public Works and Infrastructures' service is responsible for cleaning the debris with specialized mechanized equipment such as a wood shredder;

WHEREAS the committee of Public Works and Infrastructures recommended to Council the purchase of wood shredder powerful enough to shred trees bigger than 9 and half inches in diameter;

WHEREAS tenders having been sent the Public Works and Infrastructure's director, the manufacturer Vermeer Canada Inc, proposed 37 hp model of shredder known for efficacy and robustness for an amount of 21 500\$ plus taxes;

WHEREAS the triennial program of capital projects 2014 anticipate an amount of \$70 000 for purchases of equipment and materials;

Be it resolved

THAT Council authorizes an expense of \$21 500 plus taxes for the purchase of a wood shredder from Vermeer Canada Inc of Laval, Province of Quebec.

Proposed by councillor Gaétane Gaudreau

Seconded by councillor Dany Brodeur

ADOPTED

14-03-661

8.2 Purchase of dumping trailer

WHEREAS to carry out work that need to be done after the ice storm, to pick up branches on the side of the roads, ditches and watercourses, equipment to load and download is necessary;

WHEREAS the Public Works and Infrastructures' committee recommended to Council the purchase of a dumping trailer;

WHEREAS the Director of Public Works and Infrastructure asked for tenders, *Remorques Laroche* proposed a dumping trailer for an amount of \$6 200 plus taxes;

WHEREAS the triennial program of capital projects 2014 anticipates an amount of \$70 000 for purchases of equipment and materials;

Be it resolved

THAT Council authorizes an expense of \$6 200 plus taxes for the purchase of a dumping trailer from *Remorque Laroche co'* of Saint-Denis de Brompton.

Proposed by councillor George C. Atkin

Seconded by councillor Gaétane Gaudreau

ADOPTED

14-03-662

8.3 Purchase of a commercial shelter for new machinery.

WHEREAS a commercial shelter is necessary to store dumping trailer and the wood shredder;

WHEREAS a commercial shelter of those dimensions: 18' wide, 28' long and 10' high with 8 oz of thick canvas is seen to be an economic and durable solution to store the new equipment;

WHEREAS this shelter will be installed at the sewer pumping station in Fitch Bay;

WHEREAS tenders having been sent for the purchase of shelter, *Club Piscine* of Sherbrooke seem to be the best offer of the amount of \$2 900;

Be it resolved

THAT a commercial shelter be purchased from Club Piscine of Sherbrooke for an expense of \$2 900 plus taxes.

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

ADOPTED

9. TREASURY AND ADMINISTRATION

14-03-663

9.1 Approval of accounts paid and payable, February/March 2014

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

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

Total of accounts paid:	\$161 752, 86 (February)
Total of accounts payable	\$ 92 789, 42 (March)

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

Salaries of employees:	\$15 681, 12
Salaries of elected:	\$ 5 242, 28
Members of committees	\$ 960, 00

ADOPTED

9.2 Report of revenues and expenditure of the month

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

14-03-664

9.6 Adoption of by-law no. 355-2014 repealing and replacing by-laws 342-2012 and 327-2011 concerning the Ethics code of the elected

WHEREAS under section 13 of the Act on ethics and ethics in municipal affairs, a municipality shall, before March 1st following a general election, adopt a revised code of ethics and conduct which replaces one in force, with or without modification;

WHEREAS the principal values of the municipality and municipal organizations as set out in this Code of Ethics and Professional Conduct are :

- 1 the integrity of all members of council of the municipality ;
- 2 honor attached to the office of a member of council of the municipality ;
- 3 prudence in the pursuit of the public interest;
- 4 respect for other members of the council of the municipality, the employees thereof and citizens;

5 loyalty to the municipality;
6 the pursuit of equity .

WHEREAS the values contained in the Code of Ethics and Professional Conduct should guide any person to whom it applies in assessing the ethical rules that apply to them ;

WHEREAS the rules in this Code of Ethics and Professional Conduct are intended to prevent :

- 1 any situation where the interest of the member of the board may affect independence of judgment in the exercise of its functions;
- 2 any situation that would violate sections 304 and 361 of the Act respecting elections and referendums in municipalities (RSQ, chapter E -2.2);
- 3 favoritism, embezzlement, breach of trust or other misconduct .

WHEREAS a notice of motion has been duly given at the regular council meeting of February 5, 2014;

Be it resolved

THAT Council adopts the draft Bylaw 355-2014 entitled Code of Ethics and Conduct for elected officials of Stanstead Township ;

THAT the draft Bylaw 355-2014 repeals and replaces the regulations No. 327-2011 and 342-2012 ;

THAT a copy of the draft Regulation No. 355-2014 is attached to the minutes as Appendix A.

***Proposed by councillor Christian Laporte
Seconded by councillor Dany Brodeur***

ADOPTED

9.7 End of work contract of the inspector of town planner Marc Blain

WHEREAS after a careful consideration, the Council came to the conclusion that it was time to restructure the town planning and environmental service;

WHEREAS the services of Mr. Marc Blain are no longer required;

Be it resolved

THAT the employment contract of Mr. Marc Blain is completed as of today;

THAT a copy of this resolution be sent to Mr. Blain;

THAT sums due or coming due to Mr. Blain be paid in the coming days.

ADOPTED

14-03-666

9.8 Designation of Mr. Paul Carignan as a temporary building inspector part time.

WHEREAS Council has mandated the interim director general to take steps to recruit experienced candidates able to support this service on the basis of a permanent full-time employment;

WHEREAS recruitment can last about 6-8 weeks to confirm an applicant;

WHEREAS Mr. Paul Carignan agrees to assist the municipality on Tuesday and some evenings during the week depending on the number of applications;

WHEREAS the Municipality of Ogden endorsed that Mr. Paul Carignan can work temporarily;

Be it resolved

THAT Mr. Paul Carignan is authorized to issue permits and certificates of authorization in addition to performing the tasks of the building and environment inspector.

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

ADOPTED

14-03-667

9.9 Designate Pascal Yergeau for the issuance of permits and certificates

WHEREAS Council has mandated the interim director general to take steps to recruit experienced candidates able to support this service on the basis of a permanent full-time employment;

WHEREAS recruitment can last about 6-8 weeks to confirm an applicant;

WHEREAS Mr. Pascal Yergeau agrees to assist the municipality on Monday;

WHEREAS the Town of Stanstead endorsed that Pascal Yergeau can work temporarily;

Be it resolved

THAT Mr. Pascal Yergeau is authorized to issue permits and certificates of authorization in addition to performing the tasks of the building and environment inspector.

***Proposed by councillor Gaétane Gaudreau
Seconded by councillor Christian Laporte***

ADOPTED

14-03-668

9.10 Intern from the University of Sherbrooke –Summer 2014

WHEREAS the municipality is keen to add a human resource specialist in environment, for the summer season, capable of taking care of riparian areas, implementing an incentive program for the collection of organic and recyclable materials, monitoring of the drain septic systems, and mounting an information campaign for properties served by a waterworks and sanitary;

WHEREAS a student enrolled in a co-op program at the University of Sherbrooke, was interviewed by members of the environment council and the members are satisfied with his profile;

WHEREAS student's name is Éric Antigny; and he brings many years of experience related to environmental matters;

WHEREAS steps have been taken to verify, through the University of Sherbrooke, Mr. Antigny's interest, experience and to validate his references;

WHEREAS Stanstead Township can provide Mr. Antigny three days of work per week while the municipality of Sainte-Catherine-de-Hatley consent to offer him 2 days a week in order to meet the minimum hours of training in the workplace;

Be it resolved

THAT Mr. Eric Antigny is engaged as a paid intern for the summer.

***Proposed by councillor Gaétane Gaudreau
Seconded by councillor Christian Laporte***

ADOPTED

9.11 Tabling of the expenditure incurred from the candidates during election 2013.

The report of expenses from candidates for the election of November 2013 was presented to the head of the organization of the electoral vote, Ms. Denise Girard, according to by-law what is required. Only one person has not completed its report.

14-03-669

9.12 Repeal of resolution no. 13-05-478 on the contribution to the cost of registration for local sports and cultural activities.

WHEREAS it is appropriate to repeal resolution no. 13-05-478 related to the municipal contribution to the cost of registration for sport and cultural activities to replace it with a new resolution best suited to the current context;

Be it resolved

THAT resolution No. 13-05-478 be repealed.

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

ADOPTED

14-03-670

9.13 Adoption of resolution for financial contribution of the municipality for local sports and cultural activities.

WHEREAS the Municipality approved by resolution No. 11-11-150 to refund 50% surtax charged to children of primary and secondary age who use recreational municipal infrastructure in Ayers'Cliff , Coaticook , Magog, Sherbrooke and Stanstead for the practice of leisure and cultural activities as well as day camps supervised by the municipalities. (Refundable up to \$ 200 per child who is a permanent resident in the Township of Stanstead, by year (January 1 December 31);

WHEREAS there are day camps and other activities organized by the municipality and the council would also contribute to the enrollment of children in these local activities;

Be it resolved

THAT Stanstead Township contribute to 50% of costs related to the enrollment of children / youth in community activities for day camps and other sport and cultural activities ;

THAT the maximum reimbursement is \$ 200 per child resident of Stanstead Township, for the year 1 January to 31 December;

THAT the refund will be made only if these children are the children of taxpayers of the municipality and not grandchildren , for example ;

THAT this policy is applicable only on presentation of documentary evidence which clearly indicated the amount of registration.

***Proposed by councillor Christian Laporte
Seconded by councillor Gaétane Gaudreau***

ADOPTED

9.14 Summary of the last Council of the RCM Memphremagog by the mayor

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

10. HYGIENE

10.1 Waste categorization : message from the Mayor

Francine Caron Markwell summarizes the main findings of the study of waste characterization conducted by the Memphremagog RCM in 2013.

11. PUBLIC SECURITY

14-03-671

11.1 Financial compensation for firefighters who worked during ice storm last December.

WHEREAS during the ice storm of December 2013, many volunteer firefighters of the municipality assisted the department of Public Works and Infrastructure in removing debris from public roads trees and branches;

WHEREAS, in addition to their working time, some firefighters have provided essential vehicles for the operations clearance of main roads ;

WHEREAS Council has appreciated the involvement of service fire protection at this occasion ;

Be it resolved

THAT Council authorizes an expenditure of about \$ 10,000 in wages and vehicles for firefighters;

THAT the paycheck for each firefighter is based on documents presented to interim Director-General by the fire chief, Mr. Alex Bernais;

THAT a copy of this list be included in these minutes as **Appendix B**.

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

ADOPTED

14-03-672

11.2 Repealing of resolution no. 14-01-632 concerning by-law no.349-2014 amending by-law no. 345-2013 fire prevention.

WHEREAS it is appropriate to repeal resolution no. 14-01-632 relating to by-law no. 345-2013 concerning the fire prevention;

WHEREAS a notice of motion and a resolution to adopt a regulation other than planning regulations could not be presented in a single public meeting;

Be it resolved

THAT resolution no. 14-01-632 is repealed.

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

ADOPTED

14-03-673

11.3 Adoption of by-law no. 349-2014 amending by-law 345-2013 concerning fire prevention.

WHEREAS it is appropriate to amend the by-law no. 349-2013 concerning fire prevention to review the period in which an owner may obtain a permit for an outdoor fire is now between November 1st and March 31st of each year rather than between January 1st and March 31st;

Be it resolved

THAT Council of Stanstead Township adopts by-law entitled by-law no. 349-2014 amending by-law 345-2013.

THAT by-law is attached as **Appendix C** of these minutes;

THAT Council members acknowledge that they have received the draft Regulation no later than two days before the meeting and declare to have read and waive the reading.

**Proposed by councillor Gaétane Gaudreau
Seconded by councillor Christian Laporte**

ADOPTED

12. LEISURE AND CULTURE

13. VARIA

13.1 Donation to firefighters, Derby Line, Vermont

WHEREAS that a group of volunteer firefighters of Derby Line, Vermont assisted our firefighters during a fire that destroyed a house in Georgeville the week-end of February 22nd-2014;

WHEREAS the firefighters of Derby Line, Vermont brought their truck with a ladder that really helped our firemen in their effort to control the fire;

WHEREAS our fire department Chief Mr. Alex Bernais, recommended to the Council to offer a donation to Derby Line fire department because of their valuable help during that fire;

Be it resolved

THAT Council of the Municipality of Stanstead Township offers a donation of \$1000 to the fire department of fire of Derby Line, Vermont.

THAT Stanstead Township eventually becomes a member of their association to strengthen mutual support and fellowship between the fire protection services in the border region.

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

14-03-674

14. CLOSING OF THE MEETING

Closing of the meeting was proposed by Councillor Gaétane Gaudreau it is 8h20 pm.

ADOPTED

Francine Caron Markwell, Mayor

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

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