

April 16<sup>th</sup>, 2015

An extraordinary sitting of the Council of the Municipality of Stanstead Township held **SIXTEENTH day of April of the year two thousand FIFTEEN**, place of regular meetings.

**PRESENTS:** Councillors Gaétane Langlois Gaudreau, Janet Cooper, George C. Atkin, Dany Brodeur and Christian Laporte.

**ABSENT:** Councillor Pierre Martineau.

**ALL FORMING A QUORUM** chaired by the Mayor Francine Caron Markwell. The Acting Director General and secretary treasurer Mrs Monique Pépin is also present in accordance with the *Law of Municipal Code*.

There were four (4) people in the audience.

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### **OPENING OF THE MEETING**

The Mayor, Mrs Francine Caron Markwell, declared the meeting open at 7h30 P.M.

Council members attest to having received the notice referred to in section 156 of the Municipal Code, at least two days prior to this meeting.

The Mayor reminded council members and citizens that the present proceedings and the question period, during this session will focus exclusively on the topics on the agenda, all in accordance with section 153 of the Municipal Code.

2015-04-094

### **1. ADOPTION OF THE AGENDA**

*Proposed by Councillor Janet Cooper  
Seconded by Councillor Dany Brodeur  
It is resolved*

**THAT** the agenda be adopted as submitted.

1. Adoption of the agenda
2. Awarding the contract for the intervention plan for the renewal of water, sewers, roads and program for the public work 2014-2019 TECQ
3. PG Solution - installation of finance application for the public works department
4. Awarding the contract - Street sweeping
5. Awarding the contract- Gravel loading
6. Awarding the contract -Leveling
7. Presentation of the spring program
8. Expenses to allow for emergency measures
  - Magoon Point road
  - Tomifobia Road
9. Hiring the Acting Director General and Secretary-Treasurer
10. Signature authorization for the Acting Director General and Secretary-Treasurer
11. Purchase of a chair for the Acting Director General
12. Question period
13. Closing of the sitting

2015-04-095

### **2. Awarding the contract for the intervention plan for the renewal of water, sewers, roads and program for the public work 2014-2019 tecq**

**WHEREAS** since January 1<sup>st</sup>, 2014, all new PI submitted to MAMROT must be prepared according to the new guide.

**CONSIDERING THAT** prior to present priority work 3 or 4 under the TECQ, a municipality that has no priority work according to its IP approved before January 1<sup>st</sup> 2011 must absolutely produce a new IP according to the new guide. A municipality may, however, use the equivalent of 20% of its envelope for the realization of eligible projects without producing a new IP;

**WHEREAS** the eligibility criteria of financial aid programs and TECQ have been revised to take account of the intervention plans that will be produced with the new guide.

The main adjustments made to the eligibility criteria are:

- All water mains and wastewater with a Class D integrated interventions are eligible for priority 3 under the TECQ (including power supplies pipes for drinking water and wastewater interception).
- As some renewal work of drinking water and wastewater can result from recommended studies (intervention class B) in the IP prepared according to the new guide, these studies should be conducted before filing a programming including priority work 4 within the TECQ.
- All water mains and wastewater with a class D integrated interventions are eligible for part 1.5 of PIQM, with the exception of drinking water pipes for which a response is required because of a lack of protection against fire.
- The trenchless rehabilitation, designed to extend the life of non-priority lines IP, can be made in the context of TECQ but they will be using the amounts of the TECQ allocated to them for eligible work of their choice.

#### **Supplement to the implementation of an intervention plan**

A supplement to the preparation of the intervention plan has also been added. This supplement includes technical details regarding the implementation of an IP, details of the submission of an IP and tools to facilitate the realization of an IP.

**WHEREAS** the Municipality has until December 31<sup>st</sup> 2015 to submit applications for financial help for the priority works identified in the action plan;

**WHEREAS** the municipality has made a service call for tender to prepare such a plan;

**WHEREAS** the company Roche Ltd. consulting group submitted a tender of \$ 9,900 plus taxes;

**WHEREAS** the schedule to meet the mandate will be within four (4) months following the acceptance of the proposal;

*Proposed by Councillor Gaétane Langlois  
Seconded by Councillor Dany Brodeur  
It is resolved*

**THAT** Council accepts the tender of the company Roche Ltd. in the amount of \$ 9,900 plus taxes and that the document will be delivered within four (4) months.

**CARRIED**  
**budget item: 02 320 20 521**

2015-04-096

#### **3. PG SOLUTION – Application of finance facility (roads)**

**WHEREAS** following the arrival of Mr. Pierre Plante in the road department, it is necessary to monitor expenditure of the department more effectively and to do this the Finance AC software (Megagest) is required.

**WHEREAS** the bid received from PG Solutions is \$ 205 plus taxes;

*Proposed by Councillor Gaétane Langlois  
Seconded by Councillor Janet Cooper  
It is resolved*

**THAT** Council authorizes the purchase of this application in the amount of \$ 205 plus tax.

**CARRIED**  
**budget item: 02 190 00 414**

2015-04-097

**4. Awarding the contract - Street sweeping**

**WHEREAS** the Municipality of Stanstead Township anticipates sweeping asphalt roads of the municipality in accordance with the road inspector's directions;

**WHEREAS** sweeping must comply with the standards established by the municipal inspector;

**WHEREAS** tenders were called;

**WHEREAS** this year, the Council authorizes the roads inspector to grant over-the-counter contracts as the season progresses;

**WHEREAS** the company Les Entreprises Myrroy inc. was selected to sweep the streets of the municipality, the price submitted is \$ 100 / hour for a type of vacuum cleaner brush "pure vacuum" power 18,000 cfm and 6m3 capacity with vacuum-sump hose;

**Proposed by Councillor George C. Atkin**  
**Seconded by Councillor Christian Laporte**  
**It is resolved**

**THAT** Council awards the contract for street sweeping of the municipality to Les Entreprises Myrroy at \$ 100 / hour.

**CARRIED**

2015-04-098

**5. Contract- Gravel Loading**

**WHEREAS** Stanstead Township plans to pay for the supply crushing, loading, weighing and delivering of crushed stone to spread on its municipal roads according to the road inspector's directions;

**WHEREAS** crushed stone will be the subject of particle size testing and visual inspection;

**WHEREAS** the bid documents will be obtained via the tender service (SEAO) at [www.SEAO.ca](http://www.SEAO.ca) and exclusively;

**WHEREAS** tenders must be received at the office of the Acting Director General in a sealed envelope marked "Gravel loading" before May 4th 2015, at 11:00 A.M.;

**Proposed by Councillor Gaétane Langlois**  
**Seconded by Councillor George C. Atkin**  
**It is resolved**

**THAT** the Council requests bids for the supply and delivery of crushed stone type MG 20B to reload several of its roads;

**THAT** sealed bids must be received at the municipal office of Stanstead Township no later than May 4<sup>th</sup>, 2015 and will be opened at 11:05 A.M. the same day.

**CARRIED**

2015-04-099

**6. Awarding the contract –Leveling**

**WHEREAS** Stanstead Township plans to seek service bids for leveling paths of the municipality "more or less than 74 kilometers";

**WHEREAS** the price will include the following requirements:

- leveling of class ability 265-280
- serrated blade with carbide
- "slope meter" level cross slope
- experience of the operator - Minimum five (5) years

**WHEREAS** the requested submissions are by invitation;

**WHEREAS** tenders were received at the office of the Acting Director General in a sealed envelope marked "Leveling" on April 14, 2015 before 10:00 A.M.

**WHEREAS** the contract is awarded at this special council meeting;

**WHEREAS** the winning bid is the RTD firm for \$ 120 / hour, plus taxes;

**Proposed by Councillor Gaétane Langlois**  
**Seconded by Councillor Christian Laporte**  
**It is resolved**

**THAT** the Council awards the contract to the RTD firm for \$ 120 / hour, plus taxes.

**CARRIED**  
**budget item: 02 320 14 521**

2015-04-100

**7. Presentation of the spring program concerning the public works**

**WHEREAS** the work planned for the spring program comes to the amount of \$ 475 100, plus taxes, and the detail is as follows:

JOB	DESCRIPTION	PROGRAM	BUDGET
320 00 621	Gravel loading Vancour, Jones, Magoon Point, Remick and Merrill	\$300 000	\$307 481
320 00 629	Calcium	\$64 000	\$66 000
320 02 521	Roads sweeping	\$4 500\$	\$4 700
320 00 521	Streets marking		\$9 000
320 14 521	Leveling	\$20 000	\$43 000
320 03 521	Trimming road edges	\$34 000	\$35 000
320 06 521	Ditches	\$15 000	\$30 000
320 16 521	Culverts	\$5 000	\$29 750
320 04 521	Clearing road sides		\$11 320
355 00 649	Signs	\$1 500	\$4 500
320 03 521	Spring maintenance	\$19 000	\$20 000
320 20 521	Technical services	\$11 000	\$23 000
320 17 521	Special projects		\$78 000
340 00 521	Street lights		
320 00 643	Small tools	\$500	\$1 000
320 00 625	Cold asphalt for repair	\$300	\$600
320 00 451	Remove dead animals	\$300	\$1 000
<b>TOTAL</b>		<b>\$475 100</b>	<b>\$664 351</b>

**THEREFORE,**

**Proposed by Councillor Charles Atkin**  
**Seconded by Councillor Gaétane Langlois**  
**It is resolved**

**THAT** Council approves the opening of the spring program in the amount of \$ 475 100 plus taxes.

**CARRIED**

2015-04-101

**8. Expenses to allow in emergency measures Magoon Point road and Tomifobia Road**

**WHEREAS** following the inspection of Magoon Point and Tomifobia roads, it was necessary to conduct interventions to maintain these roads;

**WHEREAS** the Acting Director General contacted the Deputy Mayor Pierre Martineau to enact an emergency measure for the two roads;

**WHEREAS** the estimated price for the repair of Magoon Point road including purchase, delivery and grading of the road with crushed stone MG 56;

**WHEREAS** the estimated price for the repair of the Tomifobia road \$ 3,000 for the purchase, delivery and grading of the road with crushed stone MG 56 is \$ 8 000;

**WHEREAS** these works were carried out on Thursday, April 9;

**WHEREAS** council members have all been made aware by email;

***Proposed by Councillor Janet Cooper  
Seconded by Councillor Gaétane Langlois  
It is resolved***

**THAT** Council endorses the decision and authorizes the expense of approximately \$ 11 000 plus taxes.

**CARRIED  
budget item: 02 320 03 521**

2015-04-102

**9 Hiring the Acting Director General and Secretary Treasurer**

**WHEREAS** the Director General and Secretary-Treasurer, Mrs. Josiane Hudon, is on maternity leave;

**WHEREAS** Mrs. Francine Caron Markwell, Mayor, contacted Mrs. Monique Pépin to offer her the post of the Acting Director General and Secretary-Treasurer;

**WHEREAS** Council members were informed by Mrs. Caron Markwell that Mrs. Pepin had accepted the position of the Acting Director General and Secretary-Treasurer following the agreements;

***Proposed by Councillor Christian Laporte  
Seconded by Councillor Janet Cooper  
It is resolved***

To grant Mrs. Monique Pepin the post of the Acting Director General and Secretary-Treasurer to the terms and conditions agreed by the Council;

**THAT** the date of entry was April 4, 2015;

**THAT** this job will be finished with a notice period of one (1) month from both sides;

**THAT** Council wishes to welcome Mrs. Pépin;

**THAT** Mrs. Pepin travel expenses to represent the Municipality will be paid at the rate established by the municipality;

**THAT** Mrs. Pépin will be paid weekly for payroll and the employer pays the premiums costs that fall under the Tax Act.

**CARRIED**

2015-04-103

**10. Authorization of signatures for the Acting Director General and secretary treasurer**

**WHEREAS** the Municipality has hire of Mrs. Monique Pépin as Acting Director General, on April 4th, 2015;

**WHEREAS** the signatories of the Municipality are the Mayor, the Director-General and in the absence of the Mayor or the Deputy Mayor;

***Proposed by Councillor Charles G. Atkin***

***Seconded by Councillor Dany Brodeur***

***It is resolved***

**THAT** the Acting Director General and Secretary-Treasurer is authorized to sign all related documents for and on behalf of the Municipality of Stanstead Township.

**CARRIED**

2015-04-104

**11 Purchase of a chair for the Acting Director and Secretary Treasurer**

**WHEREAS** the chair used by the Acting Director General should be replaced;

**WHEREAS** the Acting Director General contacted Manufacturer Surplus JPM Enr. for the supply of a chair;

**WHEREAS** the bid price is \$ 279 plus tax;

***Proposed by Councillor Gaétane Langlois***

***Seconded by Councillor Janet Cooper***

***It is resolved***

**THAT** Council authorizes the purchase of the chair from of the company Manufacturer Surplus JPM Enr. in the amount of \$ 279 plus tax.

**CARRIED**

**budget item: 02190 00526**

**11. QUESTION PERIOD OF ASSISTANCE**

**12. CLOSING OF THE SITTING**

The adjournment was proposed by Councillor Gaétane Langlois, it is 8h05 P.M.

\_\_\_\_\_  
Mrs Francine Caron Markwel  
Mayor

\_\_\_\_\_  
Mrs Monique Pépin  
Acting Director General and Secretary-  
Treasurer

**THE PRESENT VERSION IS NOT OFFICIAL, THUS THE FRENCH TEXT PREVAILS.**