

March 2<sup>nd</sup>, 2016

A regular sitting of the Council of the Municipality of Stanstead Township held **SECOND day of MARCH of the year two thousand SIXTEEN**, time and place of regular meetings.

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

**ABSENT:** Pierre Martineau,

**ALL FORMING A QUORUM** chaired by Mayor Francine Caron Markwell.

The Secretary-Treasurer Mr. Pierre Ménard was also present in accordance with the *Law of Municipal Code*.

There were four (4) people in the audience.

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**1. OPENING OF THE MEETING**

The mayor, Mrs Francine Caron Markwell, declared the meeting open at 7:30 P.M.

2016-03-472

**2. ADOPTION OF THE AGENDA**

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

**THAT** the agenda is adopted as it is.

**CARRIED**

2016-03-473

**3. APPROVAL OF MINUTES**

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

**THAT** the minutes of February 3<sup>rd</sup>, 2016 be adopted as deposited.

**CARRIED**

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

**5. REPORT ON THE LAST COUNCIL OF RCM MEMPHREMAGOG**

**6. QUESTIONS FROM CITIZENS**

**7. TABLING OF THE MONTHLY CORRESPONDENCE**

The secretary of the meeting tabled the list of correspondence received during the last month. Correspondence can be found at the municipal office during regular business hours. The documents will be kept in the archives. Where appropriate, for other non-archived material may be destroyed at the end of the month. Correspondence will be treated in accordance with the directions of the Council.

A letter from the General Directorate of the Ministry of Municipal Affairs Finance and Land Occupancy received February 18, 2016 , approving the regulation 382-2015 borrowing for financing costs in the amount of \$ 11 836, is deposited.

**8. TOWN PLANNING**

**8.1 Tabling of the summary report of permits**

The secretary of the meeting tabled the report of the building inspector for the current month. A copy of the report was presented to the Council and duly noted.

**8.2 Tabling of the Forest Inspection Report**

The report is tabled to the members of the Council.

### **8.3 Tabling the minutes of the Planning Advisory Committee**

There was no meeting in February.

## **9. ENVIRONMENT**

### **9.1 Tabling the minutes of the Environment Advisory Committee**

There was no meeting in February.

2016-03-474

### **9.2 Permanence for Mrs. Isabelle Rioux as the environment and building inspector.**

**CONSIDERING** the evaluation and recommendation of the building and environment inspector and the evaluation and recommendation of the Acting Director General and Secretary-treasurer;

**WHEREAS** Council finds that Mrs. Isabelle Rioux has completed her probation period successfully on February 21<sup>st</sup>, 2016;

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

**THAT** Council appoints Mrs. Isabelle Rioux as the permanent environment and building inspector, starting on February 21<sup>st</sup>, 2016.

**CARRIED**

## **10. PUBLIC WORKS AND INFRASTRUCTURE**

2016-03-475

### **10.1 Servitude of 40 Noel Rd, Mrs. Josée Desruisseaux and Mr. Richard Langlois**

**CONSIDERING** that there is a lot of water in the ditch on Noel road and it is necessary to obtain a real and perpetual servitude of passage from Mr. and Mrs. Langlois, owners of lot 4 922 931, for the waters along the northern part of their land;

**WHEREAS** Council got a technical description targeting this easement on part of lot 4 922 931 which was carried out by Christian Lefebvre, land surveyor;

**WHEREAS** this servitude is granted without further consideration for the service it provides to the building of the Municipality of Stanstead Township;

**WHEREAS** Council has assigned notary Mrs. Valerie Moreau to prepare the deed of servitude;

*Proposed by Councillor Dany Brodeur  
Seconded by Councillor George C. Atkin  
Mrs. Gaétane Gaudreau declares her interest and asks to be withdrawn for this decision.  
It is resolved*

**THAT** the preamble is an integral part of this resolution;

**THAT** the expenses submitted to prepare the deed by Mme Moreau is 450 - \$ 500 plus taxes and is the responsibility of the municipality.

**THAT** Council authorizes Mrs. Francine Caron Markwell, mayor or in her absence the Deputy Mayor Mr. Christian Laporte and Pierre Ménard, Acting Director General, to sign for and on behalf of the municipality act of servitude and any document related thereto.

**CARRIED**

2016-03-476

### **10.2 Contract - Street sweeping**

**WHEREAS** the Municipality of Stanstead Township provides for sweeping the asphalt roads of the municipality according to the road inspector's directions;

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

**WHEREAS** Stanstead Township asked for service tenders by invitation for sweeping the streets of the municipality;

**WHEREAS** the bids received were opened February 19<sup>th</sup>, 2016;

**WHEREAS** Myrroy Enterprises inc. submitted a bid to perform street sweeping of the municipality, and the price submitted is \$ 104 / hour for a vacuum cleaner brush type "pure vacuum" power of 18,000 cfm capacity of 6m<sup>3</sup> equipped with vacuum hose-sump;

***Proposed by Councillor Gaétane Gaudreau***

***Seconded by Councillor George C. Atkin***

***It is resolved***

**THAT** the preamble is an integral part of this resolution;

**THAT** Council awards the contract for street sweeping of the municipality to the lowest bidder which is Myrroy Enterprises in the amount of \$ 104 / hour.

I, Pierre Ménard, Acting Director General, hereby certify that the Municipality of Stanstead Township has sufficient funds to 02-320-02-521 post.

**CARRIED**

**2016-03-477**

**10.3 Contract- Resurfacing municipal roads**

**WHEREAS** the municipality has requested bids via the SEAO website of the Quebec Government to do the reloading with crushed stone on unpaved municipal roads, and at 15 000 tonnes, more or less;

**WHEREAS** the bids received were opened February 19<sup>th</sup>, 2016;

**WHEREAS** Construction Goudreau Inc. obtained the contract to reload some unpaved roads of the municipality at a rate of \$ 15.51 per metric ton;

**WHEREAS** Construction Goudreau Inc meets the requirements requested in the specifications;

***Proposed by Councillor Janet Cooper***

***Seconded by Councillor Gaétane Gaudreau***

***It is resolved***

A vote is requested by the Christian Laporte, councillor, on the fact that the Council should have considered the financial position of the municipality and reduced the tonnage.

It is resolved to the majority

**THAT** the preamble is an integral part of this resolution;

**THAT** Council awards the contract for the resurfacing of some unpaved roads to Construction Goudreau Inc. at a rate of \$ 15.51 per metric ton, plus taxes.

I, Pierre Ménard, Acting Director General, hereby certify that the Municipality of Stanstead Township has sufficient funds to 02-320-00-621 post.

**CARRIED BY MAJORITY**

**2016-03-478**

**10.4 Contract – Levelling roads**

**WHEREAS** Stanstead Township asked by invitation, tenders for leveling the roads of the municipality "more or less 74 kilometers";

**WHEREAS** the bids received were opened February 19<sup>th</sup>, 2016;

**WHEREAS** the lowest conforming bidder was the Couillard Construction Ltd. in the amount of \$ 124 / hour, plus taxes;

***Proposed by Councillor Gaétane Gaudreau***

***Seconded by Councillor George C. Atkin***

***It is resolved***

**THAT** the preamble is an integral part of this resolution;

**THAT** the Council awards the contract to the firm Couillard Construction Ltd., lowest conforming bid at \$ 124 / hour, plus taxes.

I, Pierre Ménard, Acting Director General, hereby certify that the Municipality of Stanstead Township has sufficient funds to post 02-320-14-521.

**CARRIED**

2016-03-479

**10.5 Contract- Cleaning roadsides**

**WHEREAS** the Municipality has requested tenders to clean the roadsides of all the roads of the municipality;

**WHEREAS** the bids received were opened February 19<sup>th</sup>, 2016;

**WHEREAS** the lowest conforming bid from Construction Goudreau Inc was selected for the following prices:

- \$ 80 / hour for the loader;
- \$ 75 / hour for the use of a truck, and the quote stipulates using two trucks;

**WHEREAS** the company Construction Goudreau Inc meets the requirements requested in the specifications;

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

**THAT** the preamble is an integral part of this resolution;

**THAT** Council awards the contract to clean the roadsides of the municipality to the company with the lowest compliant bid, Construction Goudreau Inc, at the rate mentioned above plus tax.

I, Pierre Ménard, Acting Director General, hereby certify that the Municipality of Stanstead Township has sufficient funds to post 02-320-07-521.

**CARRIED**

**10.6 Notice of motion of the draft by-law regarding the purchase of boosters**

**Notice of motion for by-law no.384-2016 for purchasing equipment for the wastewater network of Fitch Bay sector and obtaining a loan from the municipality working capital.**

**Notice of motion** is given by Councillor Danny Brodeur that at the next regular meeting of the Council will be presented the by-law no. 384-2016 on the acquisition of equipment for the wastewater network in the Fitch Bay sector and obtaining a loan of \$ 16 500 from the municipality working capital.

A copy of by-law no.384-2016 is attached to the notice of motion and reading waiver request is made.

The draft by-law is available for consultation at the municipal office of Stanstead Township during office opening hours.

**11. TREASURER AND ADMINISTRATION**

2016-03-480

**11.1 Approval of accounts paid and payable**

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

**THAT** Council approves the list of submitted accounts payable for the months of February and March 2016, and authorizes the Director General and / or her deputy, the general fund to pay accounts payable in accordance with the approved list.

Total accounts paid \$94 758.63 February  
 Total accounts payable: \$35 942.46 To be paid in March

**THAT** Council approves the list of salaries for the month of February 2016 namely:

Employee salaries: \$18 602.54  
 Salaries of elected: \$ 4 811.07  
 CCU members \$ 117.51  
 CEC members \$ 78.34  
 Fire Chief \$ 1 236.48  
 Training Firemen 863.25

**CARRIED**

**11.2 Report of the delegation of authority**

The report of the delegation of powers of the Director General, responsible for highways and infrastructure, and the fire chief are filed with the Council members.

- Report of the Acting Director General \$ 2 588.44
- Infrastructure Inspector's Report \$ 462.14
- Fire Chief's Report \$ 3 213.24

2016-03-481

**11.3 Refinancing by-law no. 203-2000 (Sewage System Georgeville area)**

**Borrowing money**

**WHEREAS** Stanstead Township proposes to borrow money for a total of \$ 295 900 under the loan by-law number 203-2000;

*Proposed by Councillor Christian Laporte  
 Seconded by Councillor George C. Atkin*

*It is resolved*

**THAT** the Municipality of Stanstead Township accepts the offer made by **NATIONAL BANK FINANCIAL INC.** for its loan dated of March 9<sup>th</sup>, 2016 in the amount of \$ 295,900 made under borrowing by-law number 203 2000. These notes are issued at a price of \$98.649 CAD for each \$ 100.00 value of tickets, expiring in five (5) years as follows:

\$ 56,000	1.65%	March 9 <sup>th</sup> , 2017
\$ 57 500	1.85%	March 9 <sup>th</sup> , 2018
\$ 59 200	2.05%	March 9 <sup>th</sup> , 2019
\$ 60,700	2.2%	March 9 <sup>th</sup> , 2020
\$ 62 500	2.5%	March 9 <sup>th</sup> , 2021

**THAT** the notes, capital and interest are payable by check to the registered holder or by pre-authorized debit.

**CARRIED**

2016-03-482

**11.4 Amendment to the loan by-law and authorization of signatures of banknotes**

**WHEREAS** under loan by-laws and for the amounts indicated against each of them, the Stanstead Township Municipality wishes to borrow by notes totaling \$ 295 900:

Loan by-law no.	For a fee of \$
203 2000	\$218 400
203 2000	\$ 77 500

**WHEREAS** to this end, it becomes necessary to change the loan by-law under which these notes are issued;

*Proposed by Councillor George C. Atkin  
 Seconded by Councillor Christian Laporte*

*It is resolved*

**THAT** the preamble of this resolution shall form an integral part as if it were reproduced in its entirety;

**THAT** a loan by note, in the amount of \$ 295,900, according to loan by-law no. 203 2000 be realized;

**THAT** the notes are signed by the Mayor and the Acting Director General and Secretary-Treasurer;

**THAT** the notes are dated as of March 9th 2016;

**THAT** the interest on the notes will be payable semi-annually;

**THAT** the notes have to be reimbursed as follows:

2017	\$56 000
2018	\$57 500
2019	\$59 200
2020	\$60 700
2021	\$62 500 (payable in 2021)

**CARRIED**

2016-03-483

**11.5 Mandate to Raymond Chabot Grant Thornton**

**WHEREAS** Council wishes to retain the services of Raymond Chabot Grant Thornton as auditor of the financial statements for the year 2015;

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

**THAT** Council authorizes and mandates the firm Raymond Chabot Grant Thornton to advise and oversee these operations for the 2015 financial statements.

I, Pierre Ménard, Acting Director General, hereby certify that the Municipality of Stanstead Township has sufficient funds to post 02-130-00-413.

**CARRIED**

2016-03-484

**11.6 Filing and approval of the tax arrears list**

**WHEREAS** the Memphremagog RCM is preparing the sale of buildings for non-payment of taxes;

**WHEREAS** the Director General presents to the Council members the list of tax arrears, dated March 2<sup>nd</sup>, 2016, all as required by Article 1022 of the Municipal Code;

*Proposed by Councillor Christian Laporte  
Seconded by Councillor Dany Brodeur  
It is resolved*

**THAT** Council approves the revised list of accounts receivable in arrears. The revised list is attached hereto as Annex 1.

**THAT** Council authorizes the transmission of the list of properties for sale for non-payment of taxes to Memphremagog RCM, Commission Scolaire des Sommets and to Eastern Township School Board.

**THAT** Council authorizes the Director General or her assistant to withdraw from that list any property whose owner will have paid in full or in part the payment of municipal taxes due, or with whom an agreement has been reached with the municipality.

**THAT** Council authorizes the Mayor or Deputy Mayor and Director General and Secretary Treasurer to attend and represent the municipality at the sale for non-payment of taxes, which will be held June 9, 2016 at the Memphremagog RCM.

**THAT** the applicable annual interest percentage is 15%, calculated daily on the amount due, only for the years before 2016 and 10% interest and an addition of 5% as a penalty for the year 2016.

**CARRIED**

2016-03-485

**11.7 Authorization for the Director General to attend a training session entitled "The Director General and Secretary-Treasurer Operating in their Legal, Political and Public Environment" offered by ADMQ**

**WHEREAS** ADMQ offers an online training on key aspects of the municipal system in Quebec as well as the laws which govern them and govern the work of the Director General;

**WHEREAS** this training is relevant to the director general and secretary-treasurer, given the complexity of her work;

*Proposed by Councillor Christian Laporte  
Seconded by Councillor George C. Atkin  
Councillor Gaétane Gaudreau is against the proposal  
It is committed to the majority*

**THAT** Council authorizes the registration and the expenditure of \$353 plus taxes for the online training offered by ADMQ entitled "The Director General and Secretary-Treasurer Operating in their Legal, Political and Public Environment" for the Director General Josiane Hudon.

I, Pierre Ménard, Acting Director General, hereby certify that the Municipality of Stanstead Township has sufficient funds to post 02-130-00-454.

**CARRIED BY MAJORITY**

2016-03-486

**11.8 Authorization for signatures to Acting Mayor**

**WHEREAS** the Municipality proceeded with the replacement of Acting Mayor Councillor Mr. Pierre Martineau by Councillor Mr. Christian Laporte;

**WHEREAS** the signatories of the municipality are the mayor, the Acting Director General and in the absence of the Mayor, the Acting Mayor;

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

**THAT** Mrs. Mayor Francine Caron Markwell, and in the absence of the Mayor, Mr. Christian Laporte councillor, Acting mayor, and Pierre Ménard, Acting Director General and Secretary-treasurer, be authorized to sign all related documents for and on behalf of the Municipality of Stanstead Township.

**CARRIED**

**12. ENVIRONMENTAL HEALTH**

**13. PUBLIC SAFETY**

**13.1 Deposit of the report of the fire department**

The monthly report of the fire department is tabled to the council members.

2016-02-463

**13.2 Training on the use of the jaws of life for firefighters**

**WHEREAS** the Fire Chief recommends training for firefighters in the use and preparation for using the Jaws of Life;

**WHEREAS** this course is given by the National Fire Academy in Quebec, lasts 30 hours and costs about \$ 960 per registration, plus time to attend the training;

**WHEREAS** the Fire Chief recommended that two firefighters follow this training

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

**THAT** Council authorizes the training of two firefighters for the course given by the ENPQ on using the Jaws of Life and authorizes the expenditure of \$ 1 920 plus taxes for registration, plus time to attend to the training;

**THAT** all travel expenses, parking and meals are reimbursed on submission of supporting documents according to the employee handbook.

I, Pierre Ménard, Acting Director General, hereby certify that the Municipality of Stanstead Township has sufficient funds at post number 02 22000 454 and 02 22000 310.

**CARRIED**

#### **14. RECREATION AND CULTURE**

2016-03-488

##### **14.1 Request from Escapades Memphremagog to use the Georgeville wharf**

**WHEREAS** Escapades Memphremagog asks the Stanstead Township for the permission to use the platform of Georgeville wharf in order to have a tourist stop for the Grand Cru cruises on Memphremagog Lake during summer 2016;

**WHEREAS** the tourist stop at Georgeville wharf would be on Thursday from 12:30 to 1:30 PM so that visitors can walk through the Georgeville area for a period of 90 minutes;

**WHEREAS** businesses and Council are open to this initiative to promote local businesses;

**WHEREAS** Escapades Memphremagog agrees to sign a wharf use contract through which it takes full responsibility for docking, landing and boarding of passengers;

**WHEREAS** Escapades Memphremagog will provide the Municipality proof of liability insurance to release it from any liability with respect to this initiative;

***Proposed by Councillor Gaétane Gaudreau***

***Seconded by Councillor Dany Brodeur***

***It is resolved***

**THAT** the preamble is an integral part of this resolution;

**THAT** Council of Stanstead Township authorizes the company Escapades Memphremagog to use the platform of Georgeville wharf for the Grand Cru cruises on Memphremagog Lake for the 2016 season;

**THAT** the Council authorizes the Mayor and the Acting Director General or the Director General, to sign the agreement on behalf of the Municipality.

**CARRIED**

2016-03-489

##### **14.2 Fishing Tournament PRO BASS at Park Forand, Fitch Bay**

**WHEREAS** Stanstead Township has received an application from PRO-BASS CANADA to hold a professional fishing tournament for bass (catch and release live fish) on Memphremagog Lake on Sundays June 19<sup>th</sup> and 26<sup>th</sup>, 2016;

**WHEREAS** PRO-BASS CANADA requested free boat wash, launching and parking for the duration of each of the two days of competition, and the use of the logo of the municipality on their advertising documents;

**WHEREAS** members of council consider a \$ 15 fee per boat to be charged to all participants of the tournament for vehicle parking fees and trailers;

***Proposed by Councillor Gaétane Gaudreau***

***Seconded by Councillor Janet Cooper***

***It is resolved***

**THAT** the preamble is an integral part of this resolution;

**THAT** Stanstead Township authorizes PRO-BASS CANADA to hold a professional fishing tournament for bass (catch and release live fish) on Memphremagog Lake on Sundays June 19 and 26, 2016;

**THAT** Stanstead Township authorizes the free boat wash for the participants of the tournament, as well as the launching of boats, and decrees a cost of \$ 15 per day for parking vehicles and trailers at Forand Park in Fitch Bay for tournament participants, and for the duration of each of the two days of competition.

**CARRIED**

2016-03-490

**15.1 Water samplings**

**WHEREAS** the Environment Advisory Committee recommends the following sampling stations on our territory in 2016:

- Lemieux
- Taylor 1
- Boynton 1
- Fitch 8
- Fitch Bay 1

**WHEREAS** the cost for this water sampling is \$ 225 per station, plus an additional amount of \$100 for sampling to measure organic carbon at the Lemieux station;

***Proposed by Councillor Christian Laporte***

***Seconded by Councillor George C. Atkin***

***It is resolved***

**THAT** the preamble is an integral part of this resolution;

**THAT** Council accepts to sample Lemieux, Taylor 1, Boynton 1, Fitch 8 and Fitch Bay 1 stations and authorizes an expenditure of \$ 1 225: \$ 325 for Lemieux station and \$ 225 for each of the other four stations.

I, Pierre Ménard, Acting Director General, hereby certify that the Municipality of Stanstead Township has sufficient funds at post 02 47000 951.

**CARRIED**

**16 SECOND QUESTION PERIOD**

2016-03-491

**17 CLOSING SITTING**

The adjournment was proposed by Councillor Gaétane Gaudreau Langlois, at 8:15 P.M.

\_\_\_\_\_  
Mrs. Francine Caron Markwell  
**Mayor**

\_\_\_\_\_  
Mr. Pierre Ménard  
**Acting Director General and  
Secretary-Treasurer**

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