

June 6th, 2016

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

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

ALL FORMING A QUORUM chaired by Mayor Francine Caron Markwell.

The Director General and Secretary-Treasurer Me Josiane Hudon was also present in accordance with the *Law of Municipal Code*.

There were eight (8) people in the audience.

1. OPENING OF THE MEETING

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

16-06-567

2. ADOPTION OF THE AGENDA

*Proposed by Councillor George Charles Atkin
Seconded by Councillor Pierre Martineau
It is resolved*

THAT the agenda is adopted as it is.

CARRIED

16-06-568

3. APPROVAL OF MINUTES

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

THAT the minutes of May 4th and June 6th 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.

8. TOWN PLANNING

8.1 Tabling of the summary report of permits

Tabling the report of permits of May 2016 from the building inspector to the Council.

8.2 Tabling of the Forest Inspection Report

The report of May is tabled to the members of the Council.

8.3 Tabling the minutes of the Planning Advisory Committee

There was no meeting in last May.

16-06-569

8.4 Acquisition of a new computer for the building inspector

WHEREAS it is necessary to renew the building inspector's obsolete computer;

WHEREAS the municipality received a submission from the company *Informatique ASR* and it meets the needs of the municipality;

***Proposed by Councillor Janet Cooper
Seconded by Councillor Pierre Martineau
It is resolved***

THAT Council accepts the offer from the company *Informatique ASR* regarding the purchase of a new computer for the building inspector in the amount of \$ 781.05 plus taxes. The amount of the expenditure is appropriate to budget item no. 02 13000 670.

CARRIED

9. ENVIRONMENT

16-06-570

9.1 Hiring interns in environmental and civil engineering department

WHEREAS the municipality received a grant from Government of Canada for hiring interns in the environmental and civil engineering department for a twelve week period;

WHEREAS the hiring committee interviewed candidates and chose Mr. Reza Amini in civil engineering and Ms. Lizotte Bianca in environment;

WHEREAS their hiring took place during the month of May after the confirmation of the grant, it is therefore appropriate that the Council ratifies the decision;

***Proposed by Councillor Pierre Martineau
Seconded by Councillor Dany Brodeur
It is resolved***

THAT Council approves the hiring of Mr. Reza Amini as civil engineering trainee as of May 16, 2016, at the hourly wage of \$ 17 for a period of 12 weeks. The amount of the expenditure is appropriate to budget item no. 02 32001 141.

THAT Council approves the hiring of Ms. Bianca Lizotte as environmental trainee as of of May 20, 2016, at the hourly wage of \$ 15 for a period of 12 weeks. The amount of the expenditure is appropriate to budget item no. 02 47001 141.

THAT it is agreed to provide compensation for the use of their personal vehicles as part of their duties, the compensation corresponds to the current rate contained in the employee handbook.

CARRIED

16-06-571

9.2 Inspection visit on lots 4 922 666 and 4 923 814

WHEREAS an inspection must be carried out on lots 4 922 666 and 4 923 814 to check the location of surface water facilities;

WHEREAS any local municipality may authorize their officers to visit and examine, between 7 am and 7 pm, all property to see if the by-laws are implemented correctly, to verify any information and to compel the owners of these houses to receive the officers and answer all the questions regarding the implementation of by-laws, all under section 492 of the Municipal Code;

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

THAT Council authorizes the inspector Mrs. Isabelle Rioux environmental inspector, Pascal Martin technologist at Inspectech and Pierre Alex Bonin, engineer from the company Labo Montérégie to visit lots 4 922 666 and 4 923 814 for inspection of the location of surface water facilities.

THAT the inspection visit will take place on June 9, 2016 at 9:30.

CARRIED

10. PUBLIC WORKS AND INFRASTRUCTURE

16-06-572

10.1 Endorsement of the sale of the old dock

WHEREAS the Council conducted a tender to purchase the old dock located at Forand Park on April 28th and it was expected that the Council would approve the sale to the highest bidder at the next public meeting;

WHEREAS the sale was made to Mr. Jacques McCutcheon for the sum of \$ 400 taxes included;

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

THAT Council approves the sale of the old dock at Forand Park in the amount of \$ 400, taxes included to Mr. Jacques McCutcheon in May.

CARRIED

16-06-573

10.2 Asbestos removal at 394 chemin Remick (old school)

WHEREAS the Council accepted the submission from the INF Inc. company to proceed with the removal of asbestos from the old school located at 394, Remick road in May, as appears in the resolution 16-05-543;

WHEREAS it is necessary to add to this expense ten hours for the presence of the consultant on the matter during the work;

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

THAT Council grants the expenditure related to the presence of the consultant and engineer Mr. Elphège Thibodeau when removing asbestos at 394, Remick road, for about ten hours at \$ 110 / hour fee plus travel.

THAT the amount of the expenditure is appropriate for the surplus.

CARRIED

11. TREASURER AND ADMINISTRATION

16-06-574

11.1 Approval of accounts paid and payable

***Proposed by Councillor Pierre Martineau
Supported by Councillor Janet Cooper
It is resolved***

THAT Council approves the list of submitted accounts payable for the months of May and June 2016, and authorizes the Director General to pay the General Fund accounts payable in accordance with the approved list.

Total accounts paid \$ 28 544.41
Total accounts payable \$139 685.58

THAT Council approves the list of salaries for the month of May 2016, namely:

Employee salaries:	\$ 24 707.88
Salaries of elected:	\$ 5 133.64
Fire Chief:	\$ 746.28
Salaries for firefighters (Training):	\$ 1 146.98
CCU	\$ 195.85
CCE	\$78.34

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 Director General \$ 37.96
- Infrastructure Inspector's Report \$2 250.68
- Fire Chief's Report \$ 690.83

11.3 Deposit of the registry certificate –by-law 384-2016

The secretary treasurer deposited to the council members the certificate on the conduct of the procedure for registration of qualified voters, by-law 384-2016 concerning the replacement of equipment acquisition for the wastewater sector network Fitch Bay, and ordering a loan for working capital of the municipality. All in accordance with Article 557 of the Act respecting elections and referendums in municipalities.

16-06-575

11.4 FQM Congress

WHEREAS the Congress of the Quebec Federation of Municipalities will be held from September 29 to October 1st;

WHEREAS Mayor Francine Caron Markwell and councillor Christian Laporte showed interest in participating in this conference;

***Proposed by Councillor George Charles Atkin
Seconded by Councillor Dany Brodeur
It is resolved***

THAT Council authorizes the registration at the FQM Congress 2016 for two members of the Stanstead Township at \$ 720 / per registration plus taxes.

THAT the cost of travel, meals, accommodation and parking will be reimbursed only on demonstration of supporting documents and compliance with employee handbook / elected.

THAT the amount of these expenses is suitable for the budget items no. 02 11000 340 and 02 11000 310.

CARRIED

16-06-576

11.5 Adoption of by-law 389-2016 to declare an expense of \$ 500,000 and a loan of \$ 500,000 for funding the development program for septic systems standards

WHEREAS at the regular meeting of May 4, Councillor Gaétane Gaudreau gave a notice of motion on by-law no. 389-2016 announcing the adoption at a subsequent meeting of Council;

WHEREAS this by-law is intended to order a loan for funding the development program for septic installation standards;

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

THAT Council adopts by-law 389-2016 decreeing a loan for funding the development program for septic system standards.

THAT the council members recognize having received a copy of the by-law 389-2016 no later than two days before the meeting and declare to have read and waive the reading.

CARRIED

16-06-577

11.6 Adoption of by-law 388-2016 amending by-law 383-2015 establishing the budget and setting the tax rate for fiscal year 2016

WHEREAS at the regular meeting of May 4, Councillor Gaétane Gaudreau gave a

notice of motion announcing the adoption of by-law 388-2016 at a subsequent meeting of Council.

WHEREAS this by-law is to correct the taxation on vacant lots;

***Proposed by Councillor Christian Laporte
Seconded by Councillor Pierre Martineau
It is resolved***

THAT Council adopts by-law 388-2016 amending 383-2015 the by-law establishing the budget and setting the tax rate for the 2016 fiscal year.

THAT the council members recognize having received a copy of the by-law 388-2016 later than two days before the meeting, declare to have read and waive the reading.

CARRIED

11.7 Notice of motion – by-law 391-2016 for alarm systems

Notice of motion is given by Councillor Janet. Cooper that at the next regular meeting of the Council by-law 391-2016 on alarm systems will be presented for adoption

The purpose of this by-law is to maintain the standardization of by-laws to facilitate their implementation by the Sûreté du Québec in relation to alarm systems, and to repeal by-law 273-2005.

11.8 Notice of motion – by-law 392-2016 concerning nuisances

Notice of motion is given by Councillor Gaudreau Gaétane that at the next regular meeting of the Council by-law 392-2016 concerning nuisances will be presented for adoption.

The purpose of this by-law is to maintain the standardization of by-laws to facilitate their implementation by the Sûreté du Québec and to repeal by-law 378-2015.

11.9 Notice of motion – by-law 393-2016 on security, peace and order

Notice of motion is given by Councillor Janet Cooper that at the next regular meeting of the Council by-law 393-2016 concerning the security, peace and order will be presented for adoption.

The purpose of this by-law is to maintain the standardization of by-laws to facilitate their implementation by the Sûreté du Québec in regard to security, peace and order and to repeal the by-law 377-2015.

11.10 Notice of motion – by-law 394-2016 on parking and management of public roads

Notice of motion is given by Councillor Gaudreau Gaétane that at the next regular meeting of the Council by-law 394-2016 on parking and management of public roads will be presented for adoption.

The purpose of this by-law is to maintain the standardization of by-laws to facilitate their implementation by the Sûreté du Québec concerning parking and the management of public roads and to repeal by-law 376-2015.

12. ENVIRONMENTAL HEALTH

13. PUBLIC SAFETY

13.1 Deposit of the report of the fire department

The monthly report of activities for the month of May 2016 from the Fire Chief is deposited to the council members.

16-06-578

13.2 Approval of purchasing equipment

WHEREAS the Fire Chief wants to purchase the following equipment (prices are approximate):

- 2 large masks with amplification model AV3000: \$ 360 each
- 2 large masks: \$ 1,000 each
- 2 spears 1 3/4 with handle: \$ 715 each
- 8 casings 1 3/4 50 ' : \$ 134 each
- 2 mounting brackets for SCBA: \$ 85 each
- 2 Y-connectors trap 2 1/2 to 1 1/2: \$ 420 each
- 2 hose packs of 200 '1 3/4: \$ 110 each

WHEREAS the Fire Chief will seek multiple bids and retain the most advantageous;

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

THAT Council authorizes the Fire Chief to make the purchase of these pieces of equipment. The amount of the expenditure is appropriate to budget item 02 22000 641.

CARRIED

16-06-579

13.3 Updating the emergency plan

WHEREAS preferably the municipality must update its emergency plan every two years;

WHEREAS the plan was done in 2013 and no updates have been made yet ;

WHEREAS the municipality has received an offer for this services;

***Proposed by Councillor Janet Cooper
Seconded by Councillor Pierre Martineau
It is resolved***

THAT Council accepts the offer of Mr. Raymond Gagné, manager of the civil security planning, to perform the update of the municipal civil security plan for Stanstead Township, in the amount of \$ 2,632 plus taxes.

THAT the amount of the expenditure is appropriate from the budget 02 23000 429.

CARRIED

16-06-580

13.4 Adjustment of the invoice sent to Ogden for Fire Service in their territory

WHEREAS the Municipality of Stanstead Township and Ogden municipality signed an agreement for the servicing of the fire department in 2013;

WHEREAS the bill of \$ 31,310 sent to Ogden for the year 2016 included an amount which should not have been included, a credit will be granted to them at the next payment to made next July;

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

THAT Council credits an amount of \$ 2,760 on the third and final installment that Ogden pays the municipality for the fire service on their territory in July.

CARRIED

16-06-581

13.5 Adoption of an agreement for mutual aid and intervention for protection against fires with the City of Magog

WHEREAS the Municipality and the City of Magog seek application of Articles 468

and following of the Act respecting Cities and towns and Articles 569 and following of the Municipal Code to reach an agreement on the establishment of a partial service response and mutual assistance for protection against fire;

WHEREAS both municipalities must conclude such an agreement according to the scheme of risk coverage of the Memphremagog MRC;

***Proposed by Councillor Gaétane Gaudreau
Seconded by Councillor George Charles Atkin
Resolved***

THAT Council adopts the agreement of mutual aid and intervention for protection against fires with the City of Magog according to the conditions laid down therein, the council recognizes having received a copy and said they agreed with the terms.

THAT Council authorizes and mandates the mayor or in her absence the Deputy Mayor and the Director General or in her absence the Deputy Secretary-Treasurer to sign for and on behalf of the municipality the said agreement.

CARRIED

14. LEISURE AND CULTURE

16-06-582

14.1 Purchasing of Flowers

WHEREAS Council wishes to have flowers planted at different places in the municipality;

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

THAT Council authorizes a maximum expenditure of \$ 500 plus tax for the purchase of flowers.

THAT the amount of the expenditure is appropriate to budget item 02 19000 522.

CARRIED

16-06-583

14.2 Landscaping the postal shelter at Georgeville

WHEREAS landscaping should be done near the postal shelter in Georgeville for the Heritage Trail;

WHEREAS the municipality has received a tender for the purchase of plants / flowers and another for landscaping;

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

THAT Council accepts the bid of \$ 500 from Hélène Poitras, for the purchase of plants and flowers for the postal shelter in Georgeville in Carré Copp parking.

THAT Council accepts the bid of \$1 200 plus taxes from M. Simon Proulx, for landscaping.

THAT the amount of the expenditure is appropriate for the free surplus.

CARRIED

16-06-584

14.3 Installing a transportable temporary panel

WHEREAS it is expedient to provide safe and convenient electrical connections at events like the National Day and the Fête des Neiges;

WHEREAS the municipality has received a submission from Mr Patrick Bouchard, electrician to install a transportable temporary panel for Thayer Park and Forand Park in particular;

***Proposed by Councillor Pierre Martineau
Supported by Councillor Janet Cooper
It is resolved***

THAT Council accepts the submission of Mr. Patrick Bouchard, electrician to install a transportable temporary panel, in the amount of \$ 875 plus tax.

THAT the amount of the expenditure is appropriate to budget item 02 70150 526.

CARRIED

16-06-585

14.4 Other expenditures related to the Heritage Trail

WHEREAS it is expedient that the Council endorse the following expenditures under the project heritage tour:

printing flyers 3000 copies / Comma imagination: \$ 1,295 plus taxes;
signs / Larry Bernais: \$ 2,500 maximum tax included
directional road signs metal / Wilson Signs \$ 500 maximum tax included
snacks, drinks and other items for the launch: \$ 500 maximum tax included

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

THAT Council approves the expenditures related to Heritage Trail.

THAT the amount of the expenditure is appropriate to budget item 02 70292 670 and 02 11000 493.

CARRIED

15. Varia

16. Second question period

16-06-586

17. Closing sitting

The adjournment was proposed by Councillor Gaétane Gaudreau, at 8:21 P.M.

Mrs. Francine Caron Markwell
Mayor

Me Josiane Hudon
**Director General and
Secretary-Treasurer**

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