

August 1st, 2016

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

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

**ABSENT:** Councillor Janet Cooper

**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 forty-seven (47) 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.

16-08-610

**2. ADOPTION OF THE AGENDA**

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

THAT the agenda is adopted as it is.

CARRIED

16-08-611

**3. APPROVAL OF MINUTES**

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

THAT the minutes of July 4<sup>th</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.

**8. TOWN PLANNING**

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

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

**8.2 Tabling of the Forest Inspection Report**

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

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

There was no meeting during July.

16-08-612

**8.4 Servitude for Rider Road**

**WHEREAS** the municipality must obtain a right of way for public purposes (for the construction and maintenance of a turn-around area) which will be located on a part of lot 4 922 996 and that the technical description has been completed as such;

**WHEREAS** the owner of the lot was concerned about getting a passage from the municipality of servitude to an underground power line from his residence to his leading accessory building, passing under part of lot 4 924 195 owned by the city;

**WHEREAS** it has been agreed between the parties to do both actions at the same time, and that the costs would then be divided equally;

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

**THAT** Council authorizes the Director General or in her absence the assistant Secretary-Treasurer, and the Mayor or in her absence the Deputy Mayor, to sign the acts described above for and on behalf of the municipality.

**THAT** the expense is appropriate to budget item no. 02 32023 521.

CARRIED

16-08-613

**8.5 Short Term Rental - mandate to the building and environment inspector**

**WHEREAS** some homes are of short term rental, without a license from the Corporation of the Quebec tourism industry (CITQ);

**WHEREAS** the Municipality wishes to stop this illegal use;

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

**THAT** Council mandates the building and environment inspector to initiate steps to stop the illegal short term use of these rental properties in the shortest possible time.

CARRIED

**10. PUBLIC WORKS AND INFRASTRUCTURE**

16-08-614

**10.1 Contract - paving a part of the Merrill road**

**WHEREAS** the Director General asked for tenders by letter to five companies dated of July 6th, about paving a portion of Merrill road;

**WHEREAS** the Director General accompanied by two witnesses, opened the public tender on July 25<sup>th</sup>;

**WHEREAS** the municipality has received three bids as such, which are described as follows, plus taxes;

- Couillard Construction Limited: \$47 835
- Pavements Maska inc .: \$58 415.98
- Paving Orford inc .: \$52 850

**WHEREAS** the lowest bid conforms to specifications;

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

**THAT** Council awards the contract to the company Couillard Construction Ltd. for paving of part of the Merrill road, for an amount of \$ 47,835 plus taxes.

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

CARRIED

16-08-615

**10.2 Contract - Demolition of the building located at 394, Remick road**

**WHEREAS** the Director General asked for a written tender from six companies as of July 6, for the demolition of the building located at 394, Remick road;

**WHEREAS** the Director General accompanied by two witnesses, opened the public tenders on July, 25th;

**WHEREAS** the municipality has received three bids as such, which are described as follows, plus taxes;

- Excavation René St-Pierre inc. \$ 43 860
- Construction and paving Dujour inc : \$ 56 286.16
- Excavation GG Laroche: \$ 66,000

**WHEREAS** the lowest bid conforms to specifications;

***Proposed by Councillor Gaétane Gaudreau  
Seconded by Councillor Pierre Martineau  
It is resolved***

**THAT** Council awards the contract to the company Excavation René St-Pierre inc. for demolition of the building at 394 Remick, for an amount of \$ 43 860 plus taxes.

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

CARRIED

16-08-616

**10.3 Repair of the suppressors for the wastewater treatment plant in Georgeville**

**WHEREAS** the municipality has had to repair both suppressors for the wastewater treatment plant in Georgeville;

**WHEREAS** Council must approve the expenditure of the repairs;

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

**THAT** Council approves the expenditure to the company Balancement M. C. Inc. related to the repair of the suppressors at the Georgeville treatment plant, of 4 \$ 634.77 plus tax,

**THAT** the amount of the expenditure is appropriate for the free surplus budget. The same amount will be charged, however, to municipal taxes for the years 2017 and 2018 in the sector benefiting from the sewer system in Georgeville .

CARRIED

16-08-617

**10.4 Watermain failure on McGowan Road**

**WHEREAS** the person in charge of public works Pierre-Luc Doyon had to urgently repair a sewer line on McGowan Road;

**WHEREAS** Council must approve the expenditure for the repairs;

***Proposed by Councillor Gaétane Gaudreau  
Seconded by Councillor Pierre Martineau  
It is resolved***

**THAT** Council approves the expenditure related to the repairs of the sewer line on McGowan road for an approximate amount of \$ 2 500 paid to companies Germain Lapalme Inc. and Sanycure.

**THAT** the amount of the expenditure is appropriate for the free surplus. The same amount will be charged, however, to the municipal taxes for the years 2017 and

2018 in the sector benefiting from the sewer system in Georgeville

CARRIED

16-08-618

**10.5 Sale of items from the municipality**

**WHEREAS** the Municipality wishes to dispose of certain equipment, including:

- 1- An oil tank Granby Steel 250 gallons
- 2- A water pump Monarch TSP2 11 500 gallons

**WHEREAS** the bids were opened on July 25<sup>th</sup>;

**WHEREAS** the municipality has received an offer for the two items;

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

**THAT** Council authorizes the sale of the oil tank and water pump to Knut Pelzer in the amount of \$ 75, taxes included for each item. The sale is made without warranty, bought as seen.

**THAT** payment must be made either in cash or certified check, and must be made within 30 days from this date, otherwise the municipality will dispose of it without further notice.

**THAT** the buyer is responsible for picking up the goods at his own expense.

CARRIED

16-08-619

**10.6 Disposal of items left at 394, Remick Road**

**WHEREAS** the Municipality wishes to proceed shortly to the demolition of the building at 394, Remick road and there still remains some unwanted property inside the building;

**WHEREAS** the council wishes to offer all citizens an equal opportunity to take possession before the municipality has to get rid of them;

**WHEREAS** of those assets include desks, chairs, exercise equipment, furniture, cabinets, etc .;

***It is proposed by Councillor George Charles Atkin  
Seconded by Councillor Christian Laporte  
Resolved***

**THAT** Council advises citizens that these assets will be made available to all on 15 August. These items will be in the hall outside the building and the unclaimed remains will be picked up by the La Ressourcerie des Frontières towards the end of the week.

**THAT** the Municipality will not provide delivery service, transportation or any assistance in the collection of goods; everything will be entirely the responsibility of the buyers.

CARRIED

**11. TREASURER AND ADMINISTRATION**

16-08-620

**11.1 Approval of accounts paid and payable**

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

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

Total accounts paid      \$ 32 511.73

Total accounts payable \$ 478 711.16

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

Employee salaries	\$30 632.35
Salaries of elected officials	\$ 4 678.14
Fire Chief	\$ 731.90
Deputy Fire Chief	\$ 987.86
Salaries for firefighters	\$ 5 880.73
CCE	\$ 78.34
CCU	\$ 117.51

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 \$ 221.21
- Infrastructure Inspector's Report \$3 006.25
- Fire Chief's Report \$ 668.45

16-08-621

### **11.3 Training AccèsCité Finance (Megagest) - Seminars 2016**

**WHEREAS** PG Solutions provides training on the new features of Finance Accès Cité;

**WHEREAS** the Director General and the assistant Secretary-Treasurer have shown interest in participating in these seminars;

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

**THAT** Council authorizes the registration for the 2016 seminar Solutions PG (Accès Cité Finance) of these two employees at a cost of \$ 395 for the first registration and \$ 150 for second, plus taxes.

**THAT** travel expenses and parking will be reimbursed only on demonstration of supporting documents and in compliance with the employee handbook.

**THAT** the amount of these expenses is suitable for the budget items 02 13000 454 and 02 13000 310.

CARRIED

### **11.4 Notice of Motion – By-law 395-2016 amending by-law 340-2012 on the Code of Ethics and Conduct for Employees of the Municipality of Stanstead Township**

Notice of motion is given by councillor Christian Laporte that at the next regular meeting of the Council this by-law will be presented for adoption.

The purpose of this by-law is to integrate notions about political fundraising following legislative changes.

16-08-622

### **11.5 By-law no. 395-2016 amending by-law 340-2012 on the Code of Ethics and Conduct for Employees of the Municipality of Stanstead Township – Presentation of the project**

**WHEREAS** councillor Christian Laporte gave a notice of motion at this meeting that at a future meeting of this Council, a by-law 395-2016 will be presented for adoption;

**WHEREAS** ethics and professional conduct in municipal matters Act (the Act) provides that the adoption of this by-law shall be preceded by the presentation of a draft by-law, an employee consultation on it and the publication of a public notice;

**WHEREAS** the draft by-law is to integrate notions about political fundraising following legislative changes;

**WHEREAS** the Council should adopt this by-law before September 30th, 2016;

***Proposed by Councillor Gaétane Gaudreau  
Supported by Councillor Pierre Martineau  
It is resolved***

**THAT** councillor Christian Laporte has presented said draft Regulation publicly.

**THAT** a consultation with municipal employees of the draft by-law will take place in August, 2016.

**THAT** the council members recognize having received a copy of the draft by-law at the latest two days before the meeting and declare to have read and waive the reading.

CARRIED

**11.6 Notice of motion - 396-2016 amending by-law 355-2014: by-law on the Code of Ethics and professional conduct of elected municipal officials of Stanstead Canton**

Notice of motion is given by councillor Christian Laporte that at the next regular meeting of the Council this by-law will be presented for adoption.

The purpose of this by-law is to integrate notions about political fundraising as a result of legislative changes.

16-08-623

**11.7 By-law 396-2016 amending by-law 355-2014 on the Code of Ethics and professional conduct of elected municipal officials of Stanstead Township- Presentation of the project**

**WHEREAS** councillor Christian Laporte gave a notice of motion at this meeting that at a future meeting of this Council, a by-law on the number 396-2016 will be presented for adoption;

**WHEREAS** ethics and professional conduct in municipal matters Act (the Act) provides that the adoption of this by-law shall be preceded by the presentation of a draft by-law and publication of a public notice ;

**WHEREAS** the draft by-law is to integrate notions about political fundraising following legislative changes;

**WHEREAS** the Council should adopt this by-law before September 30<sup>th</sup>, 2016;

***Proposed by Councillor Gaétane Gaudreau  
Supported by Councillor Pierre Martineau  
It is resolved***

**THAT** councillor Christian Laporte presents the said project concerning the draft by-law;

**THAT** the council members recognize having received a copy of the draft by-law at the latest two days before the meeting and declare to have read and waive the reading.

CARRIED

**11.8 Notice of motion – draft by-law 397-2016 repealing 314-2009 and 385-2016 by-law imposing a 911 tax for emergency centers for funding**

Notice of motion is given by Councillor Gaétane Gaudreau that at an upcoming meeting of the Council by-law 397-2016 will be presented for adoption.

The purpose of this by-law is to repeal by-law 314-2009 and 385-2016 imposing a tax of 9-1-1 emergency centers for funding.

**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 July 2016 from the Fire Chief is tabled to the council members.

### 14. LEISURE AND CULTURE

16-08-624

#### 14.1 Civil Engineering professional services mandate for multifunctional surface Thayer park

**WHEREAS** the Municipality wishes to initiate a project to make a multifunctional surface at Thayer Park;

**WHEREAS** the firm of *St. George Structures and Civil* made an offer for the making of plans and specifications as such;

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

**THAT** Council accepts the offer of services dated 30 June from the St. George Civil Structures firm to undertake the preparation of plans and specifications on the multifunctional surface at Thayer park for the maximum amount of \$ 5,500 plus taxes .

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

CARRIED

16-08-625

#### 14.2 Adjustment costs for landscaping at the postal boxes in Georgeville

**WHEREAS** the Council accepted the submission of \$ 1,200 plus taxes from Mr. Simon Proulx, for landscaping the postal box shelter last June, the whole as appears in motion no. 16-06 -583;

**WHEREAS** the bid was confusing as to the total amount indicated and an additional sum of \$ 1,000 must be paid by the municipality, after negotiations with the contractor;

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

**THAT** Council grants the additional expenditure of \$ 1,000 plus taxes to Simon Proulx (Irrigation Plus), for landscaping the postal box shelter in Georgeville.

**THAT** the amount of the expenditure is appropriate to free surplus.

CARRIED

16-08-626

#### 14.3 Various requests for donations

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

**THAT** Council grants the following amounts to the organizations listed below for the year 2016;

Arts Festival	\$ 1 500
Studio Georgeville	\$ 500
Jeux du Québec	\$ 50

**THAT** the amount of the expenditure is appropriate to budget item no. 02 70230 996.

CARRIED

### 15 VARIA

16-08-627

16. SECOND QUESTION PERIOD

17. CLOSING SITTING

The adjournment was proposed by the Mayor, Francine Caron Markwell, at 8:52 P.M.

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Mrs. Francine Caron Markwell  
**Mayor**

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

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