

November 7th, 2016

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

PRESENTS: Councillors Gaétane Langlois Gaudreau, Janet Cooper, George C. Atkin, Dany Brodeur, Pierre Martineau 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 six (6) people in the audience.

1. OPENING OF THE MEETING

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

16-11-667

2. ADOPTION OF THE AGENDA

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

THAT the agenda is adopted as it is.

CARRIED

16-11-668

3. APPROVAL OF MINUTES

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

THAT the minutes of October 3rd, 2016 be adopted as deposited.

THAT budget item number written in motion 16-10-653 be replaced by 02 32017 521.

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

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

8.2 Tabling of the Forest Inspection Report

The report of October is tabled to the Council and duly noted.

8.3 Tabling the minutes of the Planning Advisory Committee

The report of October 11nd was tabled to the Council members.

16-11-669

8.4 PIIA request –59 Magoon Point, lot 4 922 139

WHEREAS the owner of lot 4 922 139 located on 59, Magoon Point presented an expansion project in zone Rd-2 and this zone was submitted to PIIA, type 1;

WHEREAS this project was studied by the Planning Advisory Committee and it is not contravening objectives of the by-law on PIIA no. 354-2014;

WHEREAS the Planning Advisory Committee recommends to the Council to accept this PIIA request;

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

THAT the Council endorses the recommendations of the Planning Advisory Committee and accepts this PIIA request as presented.

CARRIED

16-11-670

8.5 Request for minor variance – 581, Noel Rd, lot 4 922 710

WHEREAS the owner of 581, Noel rd, lot 4 922 710 zone AFb-3, asked for a minor variance in order to permit that the accessory building (already existing) can be expanded by 55.18 square meters, for a total ground area of 141.08 square meters (116%) of the principal building when the by-law authorized 97.2 square meters of ground area (80%) of one level of the main building in accordance with the zoning by-law 212-2001 article 7;

WHEREAS the CCU is acquainted with the facts and recommends to the Council to accept this minor variance as presented;

WHEREAS this request concerns a provision which can be a minor variance under minor exemptions Regulations 217-2001 number and a notice was published in accordance with section 145.6 of the Act 'planning and development, on October 21st;

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

THAT the Council supports the recommendation of the Planning Advisory Committee and accepts this exemption request as presented.

CARRIED

16-11-671

8.6 Request for a minor variance – 38 Lac Lovering Rd, lot 4 923 269

WHEREAS the owner of 38 Lovering Lake Road, lot 4 923 269, Zone Ve-1 applied for a minor variance to permit the proposed accessory building to be located at a distance of 15.39 meters from high water when a distance of 23 meters is required according to 212-2001 zoning by-law, Article 12.5.1.

WHEREAS the Planning Advisory Committee was informed of the facts and recommended Council to accept this minor variance as presented;

WHEREAS this request concerns a provision which can be a minor variance under by-law no. 217-2001 and a notice was published in accordance with section 145.6 of the Act planning and development, on October 21st;

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

THAT the Council supports the recommendation of the Planning Advisory Committee and accepts this exemption request as presented.

CARRIED

16-11-672

8.7 Washing inspectors' vehicles

WHEREAS the building and environment inspectors Dominic Gauthier and Isabelle Rioux often attend inspections in very dirty locations in their personal vehicles in the performance of their duties;

WHEREAS it is expedient to enable them to wash their vehicles at the expense of the municipality;

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

THAT Council authorizes the expenditure for washing the inspectors' vehicles and for an amount of approximately \$ 100 / washing.

THAT the amount of the expenditure is appropriate for same budget items and 02 61000 310 02 47000 310.

CARRIED

9. ENVIRONMENT

16-11-673

9.1 Day Lake Protection Association 2016

WHEREAS Rappel Coop offers a day of training and information on water protection on 19 November;

WHEREAS councillor Christian Laporte and the environment inspector Isabelle Rioux have shown interest in participating in this training;

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

THAT Council authorizes the inclusion of Christian Laporte and Isabelle Rioux in day training and information on water protection offered by Coop Recall, for \$ 55 / person including meals, taxes.

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

THAT the amount of those expenses is appropriate for same budget items 02 11000 454, 02 11000 310, and 02 47000 454 02 47000 310.

CARRIED

10. PUBLIC WORKS AND INFRASTRUCTURE

16-11-674

10.1 Snow removal of municipal buildings

WHEREAS the Municipality has to perform snow removal for its buildings and spread abrasive for the winter season 2016-2017;

WHEREAS the Director General has received bids from three different contractors;

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

THAT Council grants the snow removal contract for municipal buildings to the following contractors for the 2016-2017 season under the terms indicated in quotes:

1 - Area Georgeville -9101-5438 Québec Inc. (Stephane Pouliot) in the amount of \$5 250.00 plus tax.

2 - Fitch Bay Area - Excavation H & F Côté (François Côté) for \$ 4 749.00 plus tax.

THAT the expenditure is appropriate to budget item No. 02 33002 443, 2017 budget.

CARRIED

16-11-675

10.2 Purchase of canvas for the postal box shelter in Georgeville

WHEREAS the municipality received two bids for the purchase of canvas for the postal box shelter in Georgeville for winter and that of Sherauvents is the most advantageous;

***It is proposed by Councillor Janet Cooper
Seconded by Councillor Dany Brodeur
Resolved***

THAT Council accepts the submission from Sherauvents for this purpose in the amount of \$ 999, including installation and taxes.

THAT the amount of the expenditure is appropriate to budget item No. 02 19000 522.

CARRIED

11. TREASURER AND ADMINISTRATION

16-11-676

11.1 Approval of accounts paid and payable

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

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

Total accounts paid	\$267 110.75
Total accounts payable:	\$108 183.63

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

Employee salaries:	\$22 784.70
Salaries of elected:	\$ 4 958.34
Fire Chief	\$ 731.90
Deputy Chief	\$ 987.86
Firemen class	\$ 144.88
CCU members	\$ 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.

- Director General's Report \$ 44.00
- Infrastructure Inspector's Report \$ 5 492.70
- Fire Chief's Report \$ 4 857.49

11.3 Financial statements of council members

The Director General shall notify the members of the Council that they have 60 days after the anniversary date of their election proclamation to file their updated declaration of financial interests, all in accordance with Article 357 of the Act respecting elections and referendums in municipalities.

11.4 Deposit of the report of the Mayor on the financial situation of the municipality

To meet the requirements of section 955 of the Municipal Code, the Mayor gave her report on the financial situation of the municipality.

16-11-677

11.5 Christmas Dinner 2016

WHEREAS members of the Council wish to show their appreciation to employees, CEC and CCU members and firefighters by organizing a Christmas dinner;

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

THAT Council allocates a maximum of \$ 3,000 for the Christmas dinner to be held on December 3rd. The amount of the expenditure is appropriate to budget item No. 02 11000 493.

CARRIED

16-11-678

11.6 Mandate to PG Solutions, maintenance and support PG Application

WHEREAS it is necessary to renew the maintenance agreement and support of the applications for 2017 from PG Solutions;

WHEREAS this agreement provides service for these different modules:

- Accounts payable and tax claims,
- General ledger, budget and financial statements,
- Payroll,
- Taxation, perception and accounts,
- Uploading – MAPAQ
- Uploading - Payroll (payroll deposit)
- Base Platform Access-Cité,
- Central File,
- Management of multimedia data,
- Management of septic systems
- Management of licenses,
- Premiere Ligne.

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

THAT Council accepts the offer of PG Solutions for maintenance and annual support for 2017 and authorizes the expenditure of \$ 10,710 plus taxes. The amount of expenditure will be appropriate from the budgetary positions No. 02 13000 414, 02 61001 414, 02 47000 414 and 02 22000 414, 2017 budget.

CARRIED

11.7 By-law no. 400-2016 establishing the budget and setting the tax rate for fiscal year 2017 - Notice of motion

Janet Cooper gave notice of motion that at a subsequent meeting of this Council, that by-law bearing no. 400-2016 establishing the budget and setting the tax rate for the 2017 fiscal year will be presented for adoption.

This regulation will aim to establish the tax rate and the budget for 2017.

16-11-679

11.8 Mandate for accountants' professional fees

WHEREAS the Director General has requested a chartered accountant's service offering Mr. Jérémy Joyal Deslandes, formerly of Raymond Chabot Grant Thornton, for the audit of the annual financial report and other specific mandates;

WHEREAS Council wishes to continue with him because of his skills and his considerable knowledge of the municipality for 7 years now, and that its offer is more advantageous for the municipality;

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

THAT Council accepts the offer of service of Mr. Jérémy Joyal Deslandes, CPA Inc. in the amount of \$ 10,000 for the audit of the financial report, and will also

retain his services for other specific mandates, at the cost established in the offer dated October 28th. The amount of the expenditure is appropriate to budget item No. 02 13000 413 and the 2017 budget for the financial report.

CARRIED

16-11-680

11.9 Establishment of Committee on the regulatory overhaul

WHEREAS a committee on regulatory reform was created last year unofficially and it would be appropriate that it be entitled as the other;

WHEREAS the members of the committee are Councilors Christian Laporte George Charles Atkin and Mayor Francine Caron-Markwell;

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

THAT Council create the committee for regulatory overhaul and appoints the elected officials named above as members.

THAT the last two meetings be paid retroactively.

THAT the amount of the expenditure is appropriate to budget item No. 02 11001 131.

CARRIED

16-11-681

11.10 Acceptance of a service offering for the management of municipal archives

WHEREAS the municipality has requested a service offering for the management of its archives from the company that started work in 2009, HB archivists S.E.N.C. ;

WHEREAS HB archivists proposed an intervention of 4 days at \$ 984.14 plus tax, to allow the application of the retention schedule and monitor the implementation of the records management system;

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

THAT Council grants the expenditure of \$ 984.14 plus tax for the management of municipal archives by HB company archivists S.E.N.C. towards the end of November. The amount of the expenditure is appropriate to budget item No. 02 13000 415.

CARRIED

16-11-682

11.11 Hiring a temporary person for cleaning the Town Hall

WHEREAS the housekeeping clerk of the municipality, Ms. Josée Carrière, had to leave in the month of October for a period of three months;

WHEREAS the Director General had to quickly find another person to replace her;

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

THAT Council approves the hiring done by the Executive Director of Ms. Sherri Essaff-Rediker as a housekeeping clerk of the Town Hall, at the hourly rate of \$ 13, until the return of Ms. Carrière, in about 3 months.

THAT the amount of the expenditure is appropriate to budget item No. 02 19000 141.

CARRIED

11.12 By-law no. 401-2016 establishing and delegating certain powers to the Director General - Notice of motion

The councillor Christian Laporte gives notice of motion at a future meeting of the council, a by-law no. 401-2016 establishing and delegating certain powers to the Director General will be presented for adoption.

This by-law will serve to delegate certain powers to the Director General, particularly in human resources.

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.

16-11-683

13.2 By-law no. 399-2016 amending by-law no. 345-2013 on Fire Prevention - Adoption

WHEREAS Councillor Gaétane Gaudreau gave a notice of motion announcing the adoption at a subsequent meeting of Council by-law no 399-2016;

WHEREAS this by-law is to amend the rules relating to civic numbers;

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

THAT Councillors adopt by-law no. 399-2016 amending by-law 345-2013 on fire prevention.

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

CARRIED

16-11-684

13.3 Purchasing equipment for the Fire Department

WHEREAS the Fire Chief wants to provide the Fire Department with a thermal camera, whose main function to locate fires in walls thus limiting the damage in buildings, to locate people in buildings where there is a lot of smoke, and ensure that a fire is out, etc .;

WHEREAS some equipment is also needed to ensure compliance of the truck 281, and annual tests for autonomous respirators need to be performed and the visual inspection of cylinders;

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

THAT Council grants spending \$ 4,770 plus taxes for the purchase of a thermal camera from Flir-Direct company, in the amount of \$ 3 783.27 for equipment for the truck 281 from the company JB Garage Laroche inc., and for annual tests for autonomous respirators and the inspection of cylinder in the amount of \$1,033.74 plus tax. The expenditure is appropriate from the budgetary positions No. 02 22000 641 02 22000 and 525.

CARRIED

16-11-685

13.4 Funding for firefighter training at the Ministry of Public Security

WHEREAS the by-law respecting the conditions for exercise of functions within a municipal fire safety service provides the training requirements for firefighters to ensure a minimum professional qualification;

WHEREAS this by-law is part of a desire to ensure municipalities form teams of firefighters with the skills and abilities necessary to respond effectively in an emergency;

WHEREAS in December 2014, the Quebec government established the Financial

Assistance Program for the training of volunteers and part-time firefighters;

WHEREAS this program's main objective is to provide municipal organizations with financial assistance enabling them to have a sufficient number of qualified firefighters to act effectively and safely in an emergency;

WHEREAS this program also aims to promote the acquisition of skills and basic skills required by volunteer firefighters and part-time firefighters practicing in municipal fire safety services;

WHEREAS the Municipality wishes to benefit from the financial assistance offered by the program;

WHEREAS the municipality provides for the formation of 4 firefighters in the Firefighter I program, 1 firefighter for Firefighter II, 5 firemen for Pumper Operator, 10 firemen for water rescue and 4 for non-urban firefighters, during the next year to respond effectively and safely to emergencies in its territory;

WHEREAS the municipality must send its application to the Department of Public Safety through the Memphremagog MRC in accordance with Article 6 of the Program;

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

THAT Council presents a request for financial assistance for the formation of these firefighters under the Financial Assistance Program for volunteer or part-time firefighter training at the Department of Public Safety and forward the request to the MRC Memphremagog .

CARRIED

16-11-686

13.5 Hiring a firefighter

WHEREAS the Fire Chief recruited Mr. Louis-David Lespes to be part of the team of firefighters in the service of the municipality;

WHEREAS the Fire Chief and the Director General met with Mr. Lespes and recommend hiring;

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

THAT Council hire Mr. Louis-David Lespes as a firefighter in the municipality.

THAT the salary will be established according to the current salary policy.

CARRIED

14. RECREATION AND CULTURE

16-11-687

14.1 Surveillance and maintenance of the ice rink

WHEREAS it is expedient to hire a person who will be responsible for the maintenance and supervision of ice skating rink at Thayer Park for the 2016-2017 season;

WHEREAS last year Sonny Paquette, already an employee of the municipality in public works, did this work and that the council wishes to retain his services again;

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

THAT Council hire Mr. Sonny Paquette as responsible for the maintenance and monitoring of the rink at Thayer Park for the 2016-2017 season at a rate of twenty hours per week depending on weather conditions, and at the same hourly rate as his work for public works.

CARRIED

15 VARIA

16-11-688

15.1 Support the candidacy of Dr. Kenny Mailloux regional medical staffing Estrie Plan 2017

WHEREAS in the theoretical division of the priority needs of the Regional Plan Physician (PREM) 2017, the Estrie region and especially Magog is considered a priority for the middle management of patients;

WHEREAS the health cooperative known as the Health Centre of the Massawippi Valley (CSVM), located in Ayer's Cliff, have great difficulty in recruiting GPs to allow members and non-members to access health services;

WHEREAS nearly 74% of current members of CSVM are not registered with a family doctor;

WHEREAS for the Massawippi region, the physician who is available without appointment at the CSVM is invaluable but does not meet the regular monitoring of patient needs;

WHEREAS Dr. Kenny Mailloux has shown an interest in practice as a general practitioner to take care of patients at the CSVM for the Estrie region;

WHEREAS Dr. Mailloux will propose his candidature to PREM 2017

WHEREAS CSVM is willing to offer all the support necessary to support the integration and retention of Dr. Mailloux in the region;

WHEREAS the Municipality wishes to signify its support for Dr. Mailloux in achieving these steps since his presence at CSVM could fulfil a major need for health services for the Massawippi region;

WHEREAS the arrival of Dr. Mailloux at the CSVM would also explore the possibility of providing home care services to patients in the region, which would meet one of the targets of the new government health prevention policy;

WHEREAS Dr. Mailloux is perfectly bilingual, knows the area and the needs of patients and would be an excellent long-term candidate for our region;

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

THAT the Regional Department of General Medicine (DRMG) is informed that the Township Municipality of Stanstead unconditionally supports the candidacy of Dr. Kenny Mailloux PREM 2017 for the Estrie region and especially for Magog.

CARRIED

16 SECOND QUESTION PERIOD

16-11-689

17 CLOSING SITTING

The adjournment was proposed by Councillor Gaétane Gaudreau Langlois, at 8:10 P.M.

Mrs. Francine Caron Markwell
Mayor

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

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