

December 5th, 2016

A regular sitting of the Council of the Municipality of Stanstead Township held **FIFTH day of December 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 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.

16-12-690

2. ADOPTION OF THE AGENDA

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

THAT the agenda be adopted with the proposed amendment.

16-12-691

3. APPROVAL OF MINUTES

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

THAT the minutes of November 7th, 2016 be adopted as deposited.

CARRIED

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 November 2016 from the building inspector to the Council.

8.2 Tabling of the Forest Inspection Report

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

8.3 Tabling the minutes of the Planning Advisory Committee

The minutes of the Planning Advisory Committee meeting of November 1st, 2016 are deposited with the members of the council.

16-12-692

8.4 Request for a minor variance - 120 Fullerton Road, lot 4 922 088

WHEREAS the owner of lot 4 922 088 located at 120 Fullerton Road requests a minor exemption in order to allow the proposed expansion on the main building to be located 17.59 meters from the high water mark, whereas the by-law requires 18 meters when the building is protected by acquired rights, all in accordance with zoning by-law number 212-2001, section 3.6;

WHEREAS the Planning Advisory Committee has taken note of the facts and recommends to Council to accept this request for minor variance as presented;

WHEREAS this application relates to a provision that may be subject to a minor variance under the by-law respecting minor variance number 217-2001 and that a notice has been published in accordance with section 145.6 of the Act respecting land use planning and development, dated November 21 of this year;

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

THAT Council endorses the recommendation of the Planning Advisory Committee and accepts this request for minor variance as presented.

CARRIED

16-12-693

8.5 Request for a minor variance – 30, Alger Sud Road, lot 4 923 400

WHEREAS the owner of lot 4 923 400 located on 30 Alger Sud Road is requesting a minor variance to allow the proposed extension on the main building to be located 15.22 meters from the high water mark, whereas the regulation requires 18 meters when the building is protected by acquired rights, all in accordance with Zoning By-law 212-2001, section 3.6;

WHEREAS the Planning Advisory Committee has taken note of the facts and recommends to Council to accept this request for minor variance as presented;

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

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

CARRIED

9. ENVIRONMENT

10. PUBLIC WORKS AND INFRASTRUCTURE

16-12-694

10.1 Replacement of air vent, Fitch Bay sewer system

WHEREAS the Municipality is required to replace the air vent for the Fitch Bay sewer system;

WHEREAS the person responsible for public works has received a tender for this purpose;

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

THAT Council accepts the submission of Les Pompes R. Fontaine for the replacement of the air vent for the Fitch Bay sewer system in the amount of \$ 1284.32 plus taxes, adding an approximate amount of \$ 350 for installation. The amount of the expenditure is appropriate from budget item 02 41502 526.

THAT an expense already incurred of approximately \$ 350 for the service call and the withdrawal of the existing trap will be appropriate from this position as well.

THAT in order to provide the payment of the expenses, \$ 1,400 should be transferred to item 02 41502 526 (\$ 1,000 from 02 41402 521 and \$ 400 from 02

41402 526).

CARRIED

16-12-695

10.2 TECQ 2014-2018 - Programming of works

WHEREAS the municipality has read the Guide to the terms and conditions for the payment of the government contribution under the program of the Gas Tax and the Quebec Contribution (TECQ) for the years 2014 to 2018;

WHEREAS the municipality must respect the terms and conditions of this guide that apply to it to receive the government contribution confirmed in a letter from the Minister of Municipal Affairs and Land Occupancy;

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

THAT the municipality undertakes to respect the terms of the guide that apply to it.

THAT the municipality undertakes to be solely responsible and to absolve Canada and Quebec and their ministers, senior officials, employees and agents from all liability for claims, demands, losses, damages and costs of any kind based on Injury to a person, death, damage to property or loss of property as a result of willful or negligent action arising directly or indirectly from investments made with financial assistance of the TECQ 2014-2018 program;

THAT the municipality approves the content and authorizes the sending to the Ministry of Municipal Affairs and Land Occupancy of the scheduling of works attached to this and all other documents required by the Ministère to receive the government contribution that was confirmed in a letter from the Minister of Municipal Affairs and Land Occupancy

THAT the municipality undertake to realize the minimum threshold of fixed assets in municipal infrastructures set at \$ 28 per inhabitant per year, for a total of \$ 140 per inhabitant for all five years of the program;

THAT the municipality undertakes to inform the Ministry of Municipal Affairs and Land Occupancy of any modification that will be made to the planning of works approved by this resolution.

THAT the Municipality certify by this resolution that the work schedule annexed to Schedule 1 includes true realized costs and reflects the actual projections / costs of eligible works up to March 31st.

CARRIED

16-12-696

10.3 Right of way on Bunker Road

WHEREAS the municipality must obtain an easement for public purposes (for the construction and maintenance of a transfer area) to be located on part of lot 4 923 673 and that the technical description has been supplemented as such;

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

THAT the 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 for and on behalf of the Municipality the Act of a right of way described above.

THAT the expenditure be appropriate from budget item no. 02 32000 420.

CARRIED

16-12-697

10.4 Expenditure endorsement - Bunker Road

WHEREAS the Municipality has entered into an agreement with the owner of lot 4 923 673 to grant a right of way that will serve as a turn around on Bunker Road;

WHEREAS the signature for the right of way is not possible before January because of the incompatibility of the availabilities between the parties;

WHEREAS it was necessary to proceed with the work before the meteorological conditions no longer permit it;

WHEREAS the owner of the lot had given his consent in writing that the municipality should carry out the work before the right of way was signed and that the expenses incurred for that purpose should be approved;

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

THAT Council approves the following expenses for the development of the turnaround on Bunker Road on part of lot 4 923 673: an amount of \$ 1,195 plus taxes to Excavation Renaud Bélanger inc. for the excavation work, an amount of \$ 1,270 plus taxes to the company RTD enr. for the transportation of the equipment and an approximate amount of \$ 1,300 for the equipment to Sintra inc.

THAT the expenses are appropriate from the Free Surplus.

CARRIED

11. TREASURER AND ADMINISTRATION

16-12-698

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 November and December 2016, and authorizes the Director General to pay the General Fund accounts payable in accordance with the approved list.

Total accounts paid \$ 98 346.75
Total accounts payable \$ 175 727.23

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

Employee salaries	\$18 839.86
Salaries of elected officials	\$ 4 856.13
Fire Chief	\$ 969.89
Firemen	\$ 4 722.34
CCU	\$ 39.17
CCE	\$ 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 \$ 143.23
- Infrastructure Inspector's Report \$2 844.59
- Fire Chief's Report \$3 063.30

16-12-699

11.3 Schedule of Council meetings 2017

WHEREAS section 148 of the Municipal Code of Québec provides that the Council must, before the beginning of each calendar year, establish the calendar of its ordinary meetings for the next year, fixing the day and hour of the beginning of each calendar year;

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

THAT the following schedule be adopted with respect to the regular meetings of the municipal council for 2017.

These sessions will be held on the first Monday of the month and will begin at 7:30 pm:

January 9 (due to the holiday season)
February 6
March 6
April 3
May 1
June 5
July 3
August 7
September 11 (due to Labor Day on September 4)
October 2
November 13 (due to the General Elections of November 5)
December 4

CARRIED

16-12-700

11.4 Closing of the Municipal Office during the Holiday Season

WHEREAS according to the employee's manual, employees are entitled to 3 paid days off for Christmas and 3 paid days off for the New Year;

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

THAT Council declares that the municipal office will be closed from December 26th to January 2nd inclusive due to the holiday season.

CARRIED

16-12-701

11.5 Destruction of certain municipal archives

WHEREAS section 7 of the Archives Act requires every public body to establish and maintain a record retention schedule;

WHEREAS section 9 of the same Act binds the public body to its schedule;

WHEREAS section 13 of the same Act provides that, subject to the retention schedule, no person may alienate or dispose of an active or semi-active document of a public body;

WHEREAS Article 199 of the Municipal Code stipulates that the Secretary-Treasurer may not withdraw possession of the archives of the Municipality except with the permission of the Council or by order of a court;

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

THAT Council approves the destruction list of the archives prepared by Dominic Boisvert, HB Archivists, s.e.n.c. and dated November 25, 2016 and authorizes the Secretary-Treasurer to proceed with the destruction of these documents.

CARRIED

16-12-702

11.6 Renewal of the Triennial Property Assessment Roll

WHEREAS the Municipal Taxation Act allows municipalities with less than 5000 inhabitants to fully renew an assessment roll for a second three-year period of three years;

WHEREAS after analysis by the evaluators, the evaluators recommend that the

values be renewed;

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

THAT the Council renews the assessment roll for another 3 years from 2018.

CARRIED

12. ENVIRONMENTAL HEALTH

16-12-703

12.1 Renewal and revision of the agreement with the Ressourcerie des Frontières

WHEREAS the municipality has an agreement with the Ressourcerie des Frontières since 2012 regarding the collection of bulky and other recoverable materials;

WHEREAS the Ressourcerie is currently in a precarious financial situation and that the monetary contributions of the participating municipalities are affected;

WHEREAS the Ressourcerie has sent to all the participating municipalities a new service offer (possible orientations) for 2017;

WHEREAS the Council wishes to maintain the current service for the first quarter of 2017 with a service review for the remainder of the year;

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

THAT the Council renews the current service of Ressourcerie des Frontières for the first quarter of 2017 at a cost of \$ 5,902 plus taxes, Budget 2017.

THAT a new proposal will be submitted for the remainder of 2017, the terms of which will be determined at a later date.

CARRIED

13. PUBLIC SAFETY

13.1 Deposit of the report of the fire department

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

13.2 Revised Civil Protection Plan

The subject was deferred to a later meeting.

16-12-704

13.3 Purchase of a fireman's suit and various equipment for the fire department

WHEREAS the recruitment of Mr. Louis-David Lespes as a firefighter in November and Brendan O'Gallagher in December, it is necessary to purchase a suit and various equipment;

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

THAT Council grants the expenditure of \$ 1,259 plus taxes for the purchase of a portable radio from the company Communications Plus, \$ 1,587.50 taxes in addition for the purchase of a firefighter's suit and \$ 799 plus taxes for other accessories such as hats, gloves, lamps and boots at L'Arsenal. The amount of expenditure is appropriate from budget items 02 22000 650 and 02 22001 331.

CARRIED

16-12-705

13.4 Amendment to motion 16-11-684

WHEREAS the Council granted \$ 4,770 in additional taxes for the purchase of a thermal imager at Flir-Direct last November, as appears from Resolution 16-11-684;

WHEREAS it is expedient to change the name of the company to ITM Instrument;

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

THAT Council amends motion 16-11-384 to mention that the Thermal Camera is acquired from ITM Instrument instead of Flir-direct.

CARRIED

16-12-706

13.5 Hiring a firefighter

WHEREAS the Fire Chief has recruited Mr. Brendan O'Gallagher as a member of the fire crew in the service of the municipality;

WHEREAS the Fire Chief and the Director General met with Mr. O'Gallagher and recommended his hiring;

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

THAT Council hires Mr. Brendan O'Gallagher as a firefighter within the municipality.

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

CARRIED

14. LEISURE AND CULTURE

16-12-707

14.1 Service offer from Transport des Alentours - adapted and collective transport

WHEREAS under section 4 of the Municipal Powers Act and sections 48.18 to 48.43 of the Transport Act, every local municipality has jurisdiction over public transit;

WHEREAS the municipality has notified the RCM of Memphrémagog of its interest in adhering to the intermunicipal agreement in the field of paratransit and collective transportation;

WHEREAS an offer of services was transmitted to the municipality on November 24, 2016 and the municipality declares itself satisfied;

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

THAT the services offered to the citizens of the Municipality of Stanstead Township be as follows:

- The service will cover the entire territory of the Stanstead Township, in the direction of Magog;
- The service will be offered five (5) days a week from Monday to Friday, with reservation 24 hours in advance. The service is not available on statutory holidays;
- A departure in the morning around 8h00 and a return around 16h00;
- The paratransit service is door-to-door, that is, if necessary, the driver assists the user when boarding and disembarking from the door of the home or a public place;
- The fare schedule is that in force in the RCM of Memphrémagog;

- Persons who can use adapted transportation are those who meet the admission criteria of the Ministère des Transports du Québec's adaptive transportation eligibility policy;
- Trips to Sherbrooke are only available for medical appointments, Monday to Friday between 7:30 am and 8:00 am, 11:00 am and 11:30 am and returns are at 12:00 am and 5:00 pm;
- In terms of public transit, an adapted transportation integration service will be offered. This is an extra service according to the availabilities of the vehicles and with reservation 24 hours in advance.

THAT this offer of services comes into effect upon the annexation of the Municipality of Stanstead Township to the intermunicipal agreement on special and collective transportation.

THAT a copy of this resolution be sent to the RCM de Memphrémagog and Transport des Alentours.

CARRIED

16-12-708

14.2 Adherence to the intermunicipal agreement on adapted and collective transportation

WHEREAS under section 4 of the Municipal Powers Act and sections 48.18 to 48.43 of the Transport Act, every local municipality has jurisdiction over public transit;

WHEREAS by virtue of article 569.0.1 of the Municipal Code, any local municipality may enter into an agreement with any other local municipality, whatever the law governing it, by which they delegate to the regional county municipality whose Territory includes theirs, the exercise of all or part of an area of their competence;

WHEREAS an intermunicipal agreement relating to paratransit and collective transportation (hereinafter: "the agreement") was ratified in March 2009 by certain municipalities of Memphrémagog RCM, and that section 17 of this agreement sets out the terms and conditions of a new municipality;

WHEREAS the Municipality of Stanstead Township is aware of the agreement and wishes to join it;

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

THAT the Municipality of Stanstead Township signifies its interest in acceding to the intermunicipal agreement in terms of adapted and collective transportation.

THAT the Municipality of Stanstead Township approves the conditions of membership set out in "Appendix II" and its inclusion in the agreement.

THAT with the unanimous consent of the municipalities' parties to the agreement, "Appendix II" be attached to the agreement as an integral part thereof.

THAT a copy of this resolution and of Appendix II be transmitted by the MRC to all municipalities' party to the agreement.

THAT the Municipality of Stanstead Township of acknowledges that it becomes a party to the agreement as soon as the conditions of membership are met.

CARRIED

15 VARIA

16-12-709

15.1 Appreciation to Mr. Jean-Pierre Côté, Operator of the Lovering Lake Dam

WHEREAS Mr. Jean-Pierre Côté operates the Lac Lovering dam by taking the required samples and conducting the monitoring;

WHEREAS Mr. Côté's work is of inestimable value to the municipality;

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

THAT Council gives to Mr. Côté the sum of \$ 750 for the year 2016, by way of thanks.

THAT Council takes the opportunity to thank Mr. Côté for his dedication and the quality of his work.

THAT the amount of the expenditure is appropriate from budget item 02 69000 996.

CARRIED

16. SECOND QUESTION PERIOD

16-12-710

17. CLOSING SITTING

The adjournment was proposed by the Councillor Gaétane Gaudreau, at 8:08 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.***