

August 7<sup>th</sup>, 2017

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

**PRESENTS:** Councillors Gaétane Langlois Gaudreau, Dany Brodeur and Pierre Martineau.

**ABSENTS:** Councillors: George Charles Atkin 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 thirty-nine (39) 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.

17-08-900

**2. ADOPTION OF THE AGENDA**

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

THAT the agenda is adopted as it is.

17-08-901

**3. APPROVAL OF MINUTES**

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

THAT the minutes of July 3<sup>rd</sup> and 31<sup>st</sup>, 2017 be adopted as deposited.

**CARRIED**

17-08-902

**3.1 Amendment to resolution 17-07-898**

**WHEREAS** the contract for the replacement of culvert 2579 on Magoon Point Road was granted at the special Council meeting of July 31<sup>st</sup> 2017;

**WHEREAS** it is necessary to add a condition to this grant;

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

THAT resolution 17-07-898 be amended to include the following condition:

"THAT the replacement mandate for culvert 2579 be conditional upon the easements of the riparian owners of the works. "

**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 correspondences 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 July. A copy of the report was presented to the Council and duly noted.

### **8.2 Tabling of the Forest Inspection Report**

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

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

The minutes of the Planning Advisory Committee held on July 11<sup>nd</sup> are tabled to the Council.

17-08

### **8.4 Request for a minor variance – lot 4 923 067 - 480 Bissell Road**

**WHEREAS** the owner of lot 4 923 067 located at 480 Bissell Road requests a minor variance to allow the extension of the main building to have a left lateral margin of 3.7 meters, while the Zoning by-law no. 212-2001, 5.9 (f), requires a lateral setback of 5 meters and that this extension is 83.8 % (56.52 m<sup>2</sup>) instead of 50% (33.73 m<sup>2</sup>);

**WHEREAS** the principal building is protected by acquired rights according to its year of construction (1969);

**WHEREAS** the Planning Advisory Committee has taken note of the facts and recommends to the Council to accept this request for a minor variance with the following conditions: no permanent structure will be authorized on or above the gallery facing the lake;

**WHEREAS** this application relates to a provision that may be subject to a minor variance under the by-law respecting minor variance no. 217-2001 and that a notice has been published in accordance with section 145.6 of the Act respecting Planning and Development, dated July 17<sup>th</sup>;

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

**THAT** Council endorses the recommendation of the Planning Advisory Committee and accepts this request for minor variance, including the conditions for the proposed expansion of the main building on lot 4 923 067 in zone Vb-1 to allow a left lateral setback of 3.70 meters for the extension, while the Zoning by-law no. 212-2001, in section 5.9 (d), stipulates a lateral setback of 5 meters for a main building, and 83.8% (56.52 m<sup>2</sup>), while the Zoning by-law no. 212-2001, in section 3.6), provides that a building protected by acquired rights may enlarge without exceeding more than 50% of the existing floor area at the time when it became derogatory.

CARRIED

17-08-904

### **8.5 Application for a minor variance - lot 4 923 129 - 205 Bosquets-Fleuris**

**WHEREAS** the owner of lot 4 923 129 located at 205, Bosquets Fleuris is requesting a minor variance to allow the extension of the main building to have a left lateral setback of 3.56 meters, whereas the Zoning by-law no. 212-2001, to 5.9 (f) requires a lateral setback of 5 meters;

**WHEREAS** the Planning Advisory Committee has taken note of the facts and recommends to the Council to refuse the request because an extension is possible in accordance with the by-law in force;

**WHEREAS** this application relates to a provision that may be subject to a minor variance under the by-law respecting minor variances no. 217-2001 and that a notice has been published in accordance with section 145.6 of the Act respecting

Planning and Development, dated July 17th;

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

**THAT** Council endorses the recommendation of the Planning Advisory Committee and refuses this application for a minor variance for the expansion project for the residence located at 205 chemin Bosquets-Fleuris on lot 4 923 129 in zone Vb- 1, to allow the extension of the main building to have a left lateral margin of 3.56 meters, while the Zoning by-law no. 212-2001, in section 5.9 (f), stipulates a lateral setback of 5 meters for the reasons given above.

CARRIED

17-08-905

**8.6 Application for a minor variance - lot 4 924 180 - 168 McGowan Road**

**WHEREAS** the owner of lot 4 924 180 located at 168 Mc Gowan Road is requesting a minor variance to allow the main building to have a front setback of 14.13 meters, whereas the Zoning by-law no. 212-2001, 5.9 (e), requires a setback of 15 meters;

**WHEREAS** the Planning Advisory Committee has taken note of the facts and recommends to the Council to accept this request;

**WHEREAS** this application relates to a provision that may be subject to a minor variance under the by-law respecting minor variance no. 217-2001 and that a notice has been published in accordance with section 145.6 of the Act respecting Planning and Development, dated July 17<sup>th</sup>;

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

**THAT** Council endorses the recommendation of the Planning Advisory Committee and accept this request for minor variance, including the conditions for the existing residence located at 168 McGowan Road on lot 4 924 180 in RURE-1, to allow the main building to have a 14.13-meter front setback for the existing building, while the Zoning by-law no. 212-2001, in section 5.9 (e), requires a setback of 15 meters.

CARRIED

**9. ENVIRONMENT**

17-08-906

**9.1 Reimbursement under the standards upgrade program for septic systems, by-laws no. 386-2016 and no. 389-2016**

**WHEREAS** by-law no. 386-2016 provides that the municipality grants a subsidy in the form of advance of repayable funds to the owner of any building that carries out the construction or the repair of a septic installation under certain conditions;

**WHEREAS** this application has been analyzed by the environmental inspector and that this application meets the eligibility conditions for the program;

**WHEREAS** the owner of the immovable located in lot 5 999 246 has proceeded to the replacement of his installation;

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

**THAT** Council accepts the application for program registration and grants to the owner of lot 5 999 246 the subsidy covering the costs of \$ 17 650.00 plus applicable taxes.

**THAT** Council authorizes the payment of the invoice received as such from Excavation André Grenier inc, as provided in the by-law, conditional upon payment by the owner of any arrears due to the municipality at the time of the application and the deposit of a certificate of compliance duly signed and sealed by a qualified and competent professional certifying that the septic system complies with the

provisions of the Sewage Disposal Wastewater Treatment Regulations (Q-2, r.22).

**THAT** the Council mandate the Director General and Secretary General and the Acting Director General Secretary-Treasurer or her assistant to apply the provisions of by-law no. 389-2016 once the financing of the loan is granted.

CARRIED

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

17-08-907

### **10.1 Call for tenders - Snow removal of municipal buildings**

**WHEREAS** the municipality will have to issue invitations to tender for the snow removal of the municipal buildings for the 2017-2018 season, namely the Georgeville and Fitch Bay parts;

**WHEREAS** the municipality split the contract into two parts, namely:

Georgeville Part:

PART 1:

- Fire Station on Channel Road, located at 312 Channel Road;
- Heath Road and access to the Georgeville Wastewater Treatment Plant;
- Copp's Square parking lot;
- Access to the dry hydrants (2) of the Georgeville Community Center parking lot;
- From Magoon Point and Camber intersection at 1280, Magoon Point;
- Communications tower, located on Sheldon Road;
- The southern section of Noël Road, starting at 641 Noël Road to 581 Noël Road for a distance of approximately 0.3 km, as well as the roundabout for the school bus;
- Landreville Road for a distance of 0.12 km.

The Fitch Bay Part:

PART 2:

- The two entrances and the parking of the Town Hall;
- Fitch Bay Fire Station, located at 840 Sheldon Road;
- Fitch Bay Wastewater Treatment Plant inside and outside fencing;
- Pumping station up to 20 feet from the generator to the dry terminal and including the dry terminal;
- Forand Park 20 feet wide;
- Part of Ridgewood Road leading to covered bridge.
- The roundabout on Arrowhead Road

**WHEREAS** tenders will have to be sent to different suppliers;

**WHEREAS** tenders must be received at the municipal office no later than 11:30 am on August 25<sup>th</sup>, 2017;

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

**THAT** Council authorizes the Acting Director General to proceed with invitations to tender by invitation under the terms of the previous call for tenders.

**THAT** the municipality undertakes not to accept either the lowest or any of the tenders submitted, and also disclaims any responsibility for the costs incurred by the bidders in preparing the tenders.

CARRIED

17-08-908

### **10.2 Call for tenders - Snow removal on municipal roads**

**WHEREAS** the Municipality will have to make a public call for tender for the snow removal of the municipal roads for the 2017-2020 season;

**WHEREAS** tenders must be received at the municipal office no later than 11:00 h

on September 5<sup>th</sup>, 2017;

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

**THAT** Council authorizes the Acting Director General to proceed with the public call for tenders in accordance with the terms of the previous call for tenders.

**THAT** the municipality undertakes to accept neither the lowest nor any of the tenders submitted, and also disclaims any responsibility for the costs incurred by the bidders in preparing the tenders.

CARRIED

17-08-909

**10.3 Call for tenders - shelters at the Thayer Park**

**WHEREAS** the municipality will have to issue an invitation to tender for the construction of the shelter at Thayer Park;

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

**THAT** Council authorizes the Acting Director General to proceed with the invitation to tender in accordance with the terms and plans submitted.

**THAT** the municipality undertakes to accept neither the lowest nor any of the tenders submitted.

CARRIED

17-08-910

**10.4 Municipal road improvement program - Confirmation of Work**

**WHEREAS** the Municipality has obtained a subsidy of \$ 9,180 for work on Marcoux Road, including \$ 9,180 for the fiscal year 2015-2016, which is to be spread over three (3) fiscal years 2015-2016, 2016-2017 and 2017-2018;

**WHEREAS** in order to obtain the last payment, the work carried out and declared must cover the entire amount of the subsidy;

**WHEREAS** additional eligible work was completed in 2016 for an amount of \$ 3,077.63 plus applicable taxes;

**WHEREAS** the work has been carried out in accordance with these expenses on the road to be managed by the Municipality and the audit file has been prepared;

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

**THAT** Council approves the expenditures for the work on Marcoux Road for a subsidized amount of \$ 9,180 over three (3) years in accordance with the requirements of the Ministry of Transportation, Sustainable Mobility and Transportation Electrification.

**THAT** the work has been carried out in accordance with the management responsibility of the municipality and the audit file was established.

CARRIED

17-08-911

**10.5 Replacement of culverts**

**WHEREAS** the Municipality of Stanstead Township plans to replace several culverts on some of its municipal roads;

**WHEREAS** the municipality has applied for tenders for the supply of these culverts to 3 companies;

**WHEREAS** the municipality has received a tender concerning this call for tender;

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

**THAT** Council authorizes the person in charge of Public Works to procure from Rona J. Anctil for the supply of 18 culverts at a cost of \$ 6 822.00 plus applicable taxes

**THAT** this expenditure be recorded from budget item 02 32016 521.

CARRIED

17-08-912

**10.6 Asphalt patching**

**WHEREAS** tenders to obtain a price per ton for the patching of asphalt on certain roads of the municipality were requested by the person in charge of Public Works with 2 companies;

**WHEREAS** the municipality has received one (1) submission in this order, and it appears that the bid meets the budget;

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

**THAT** Council authorizes the person in charge of Public Works to obtain supplies from Pavage Orford inc, whose price per ton is \$ 300 for a maximum of \$ 4,200 plus applicable taxes, or 14 tons.

**THAT** this expenditure be entered in the budget line 02 320003 521.

CARRIED

17-08-913

**10.7 Contract for street marking**

**WHEREAS** the person in charge of Public Works has applied for tenders from three companies concerning street marking;

**WHEREAS** the municipality has received one (1) submission in this capacity, and it appears that the bid meets the budget;

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

**THAT** Council awards the contract to Ligne Maska for marking roads / streets Fitch Bay, Tomifobia, Merrill, McGowan and Magoon Point at a cost of \$ 6 883.75 plus applicable taxes.

**THAT** the amount of the expenditure is appropriate from budget item 02 35500 521.

CARRIED

**11. TREASURER AND ADMINISTRATION**

17-08-914

**11.1 Approval of accounts paid and payable**

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

**THAT** Council approves the list of submitted accounts payable for the months of July and August 2017, 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	\$ 35 369.36
Total accounts payable:	\$227 558.57

**THAT** Council approves the list of salaries for the month of July 2017 namely:

2508

- Employee salaries: \$31 799.78
- Salaries of elected officials: \$ 4 042.50
- Fire Chief & assistant \$ 2 077.14
- Firefighters (3 months) \$ 9 175.94
- Planning Advisory Committee \$ 78.54
- Environnement Committee \$ 117.81

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 \$ 0
- Infrastructure Inspector's Report \$ 729.29
- Fire Chief's Report \$ 1 857.89

17-08-915

**11.3 Grant to the Le Pont organization**

**WHEREAS** the organization Le Pont offers free mediation assistance during conflicts to the citizens of the municipalities of Memphrémagog RCM;

**WHEREAS** this mediation often avoids prosecution and promotes the resolution of conflicts in a harmonious way by promoting good neighborliness;

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

**THAT** Council authorizes the payment of a \$ 300 grant to Le Pont in support of its activities.

**THAT** the amount of these expenses is appropriate from budget item number 02 19000 996.

CARRIED

17-08-916

**11.4 Agreement with the organization La Ressourceries des Frontières**

**WHEREAS** the municipality has signed an agreement with *La Ressourceries des Frontières* for the year 2017;

**WHEREAS** this agreement has been revised as a result of the organization's restructuring;

**WHEREAS** the revised agreement reduces the municipality's contribution to the organization for the year 2017;

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

**THAT** Council accepts the new terms and conditions of the agreement, including the revised amount of \$ 19,500.13 rather than \$ 23,608.00 initially provided;

**THAT** Council authorizes the Acting Director General Caroline Rioux 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 revised agreement and all other documents related thereto.

CARRIED

17-08-917

**11.5 Acceptance of progressive statement no. 1 for the work on Thayer Park**

**WHEREAS** the St-George Structural and Civil Works payment recommendation dated June 27<sup>th</sup>, 2017 with respect to progressive statement No. 1 – Multifunctional

surface;

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

**THAT** Council accepts progressive account no. 1 - multifunctional surface in the amount of \$ 121 234.64 plus applicable taxes.

**THAT** this expenditure be appropriate as planned, ie 50% allocated to the Sports Infrastructure Grant Program according to the eligible expenses of the program and 50% allocated to the Working Capital Fund of the municipality.

CARRIED

17-08-918

**11.6 Acceptance of progressive statement no. 2 for the work of Thayer Park**

**WHEREAS** the payment recommendation St-George Structures and Civil Engineering dated July 25, 2017 with respect to progressive statement no. 2 – Multifunctional surface;

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

**THAT** Council accepts the progressive statement no. 2 - Multifunctional surface in the amount of \$ 5 465.21 plus applicable taxes.

**THAT** this expenditure be appropriate as planned, ie 50% allocated to the Sports Infrastructure Grant Program according to the eligible expenses of the program and 50% allocated to the Working Capital Fund of the municipality.

CARRIED

17-08-919

**11.7 Application for financial support - Municipality of the Township of Ristigouche Part-Sud-Est**

**WHEREAS** the municipality of the Township of Ristigouche Part-Sud-Est has taken a judicial action against an oil company with the ultimate objective of protecting its sources of drinking water;

**WHEREAS** the conclusion of this procedure may have an impact on municipal jurisdiction over land management;

**WHEREAS** the Municipality of Stanstead Township is aware of this initiative;

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

**THAT** Council authorizes the payment of \$ 500 to the Township of Ristigouche Partie-Sud-Est in support of its activities.

**THAT** the amount of these expenses is appropriate from budget item number 02 19000 996.

CARRIED

17-08-920

**11.8 Tabling of final results of the referendum poll held of July 30<sup>th</sup>, 2017**

**WHEREAS** on July 30<sup>th</sup>, 2017, referendums on the approval of a by-law amending the zoning by-law of the municipality's Rd-1, Rd-2, Vc-2 and Ve-1 zones were held;

**WHEREAS** final statements of results have been prepared by the Secretary-Treasurer as prescribed in section 578 of the Municipal Elections and Referendums Act (LERM), which are attached as appendix A to these minutes in order to be part;

***Proposed by Councillor Dany Brodeur***

*Seconded by Councillor Pierre Martineau  
It is resolved*

TO take note of the tabling of the final results of the Secretary-Treasurer, which appears in Appendix A to these minutes. "

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.

17-08-921

**13.2 Hiring a Firefighter**

**WHEREAS** the Fire Chief has recruited Mr. Vincent Trudeau to be part of the firefighters' team serving the municipality;

**WHEREAS** the Fire Chief and the Acting Director General met with Mr. Trudeau and recommended his hiring;

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

**THAT** Council hires Mr. Vincent Trudeau as a firefighter within the municipality.

**THAT** the salary will be determined according to the current wage policy.

CARRIED

**14. RECREATION AND CULTURE**

**15. VARIA**

**16 SECOND QUESTION PERIOD**

17-08-922

**17 CLOSING SITTING**

The adjournment was proposed by Councillor Gaétane Gaudreau, at 8:23 P.M.

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

\_\_\_\_\_  
Caroline Rioux  
Acting Director General and  
Secretary-Treasurer

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