

September 5th, 2017

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

PRESENTS: Councillors Gaétane Gaudreau, Dany Brodeur, Pierre Martineau and Christian Laporte.

ABSENT: George C. Atkin.

ALL FORMING A QUORUM chaired by Mayor Francine Caron Markwell.

The Acting Director General and Secretary-Treasurer, Mrs. Caroline Rioux was also present in accordance with the *Law of Municipal Code*.

There were thirty (30) people in the audience.

1. OPENING OF THE MEETING

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

17-09-926

2. ADOPTION OF THE AGENDA

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

THAT the agenda is adopted as it is.

17-09-927

3. APPROVAL OF MINUTES

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

THAT the minutes of August 7th and 21st, 2017 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 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 August 2017. A copy of the report was presented to the Council and duly noted.

8.2 Tabling of the Forest Inspection Report

The report of August 2017 is tabled to the Council and duly noted.

8.3 Tabling the minutes of the Planning Advisory Committee

There was no meeting in August.

9. ENVIRONMENT

17-09-928

9.1 Repayment under the standards upgrading program for septic systems, By-laws 386-2016 and 389-2016, lot 4 923 422

WHEREAS by-law 386-2016 provides that the municipality grants a subsidy in the form of advance payments 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 at lot 4 923 422 proceeded with the replacement of his installation;

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

THAT Council approves the application for program registration and grants to the owner of lot 4 923 422 the grant covering the costs of \$ 24 069.05 plus applicable taxes.

THAT Council authorizes the payment of invoices received as such in the amount of \$ 24,069.05 plus applicable taxes as provided for in the by-law, conditional upon payment by the owner of any arrears due to the municipality at the time of the application, 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 Regulation respecting the evacuation and treatment of wastewater from isolated dwellings (Q- 2, r.22).

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

CARRIED

17-09-929

9.2 Repayment under the program for the upgrading of septic installations, By-laws 386-2016 and 389-2016, lot 4 922 445

WHEREAS By-law 386-2016 provides that the municipality grants a subsidy in the form of advance payments 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 at lot 4 922 445 proceeded with the replacement of his installation;

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

THAT Council accepts the application for program registration and grants to the owner of lot 4 922 445 the grant covering the costs of \$ 20 308.63 plus applicable taxes.

THAT Council authorizes the payment of invoices received as such in the amount of \$ 20,308.63 plus applicable taxes as provided for in the by-law, conditional upon payment by the owner of any arrears owed to the municipality at the time of 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 Regulation respecting the evacuation and treatment of sewage in isolated dwellings (Q-2, r.22).

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

CARRIED

17-09-930

9.3 Repayment under the Standards Upgrading Program for Septic Systems, Regulations 386-2016 and 389-2016, lot 4 923 505

WHEREAS By-law 386-2016 provides that the municipality grants a subsidy in the form of advance payments 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 at lot 4 923 505 has proceeded to the replacement of his installation;

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

THAT Council approves the application for program registration and grants to the owner of lot 4 923 505, the grant covering the costs of \$ 4 261.95 plus applicable taxes.

THAT Council authorizes the payment of invoices received as such in the amount of \$ 4,261.95 plus applicable taxes as provided for in the by-law, conditional upon payment by the owner of any arrears owed to the municipality at the time of application and deposit 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 Disposal Regulations (Q-2, r.22).

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

CARRIED

17-09-931

9.4 Application for a certificate of authorization from the MDDELCC - Merrill Road

WHEREAS there is a need for support work on the Merrill Road;

WHEREAS this work is partly in a watercourse and consequently requires the authorization of MDDELCC;

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

THAT Council authorizes the Environmental Inspector to apply for a certificate of authorization for the Merrill Road retaining works;

THAT Council authorizes the payment of \$ 654 for the analysis of the file by the MDDELCC;

THAT this expenditure be allocated to budget item 02 47000 420.

CARRIED

17-09-932

9.5 Request for support and prioritization of the file for the FQM concerning the control of the Eurasian Watermilfoil

WHEREAS the Eurasian Watermilfoil is an invasive plant that is spreading more and more throughout the lakes of Quebec;

WHEREAS some twenty lakes are affected in the Eastern Townships, about forty in the Laurentians and nearly 24 in the Outaouais;

WHEREAS methods of plant reduction and control appear to be controversial as to their sustainability;

WHEREAS significant amounts are committed by the municipalities to control and reduce the proliferation of this plant and to finance experimental projects;

WHEREAS the degradation of lake water quality can have a direct impact on the land value of riparian buildings and consequently a significant impact on the municipal wealth;

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

THAT the municipality asks the FQM to prioritize the record of control of the proliferation of the Eurasian Watermilfoil.

THAT the municipality asks the FQM to initiate representations to the federal and provincial governments concerned in order to help the municipalities and the lake protection organizations in the search for, and the implementation of, effective and lasting solutions.

CARRIED

17-09-933

9.6 Participation in La Maison Aube Lumière's financing activity

WHEREAS *Maison Aube Lumière* is organizing a draw to raise funds to support its activities for the care of people with terminal cancer;

WHEREAS the municipality is aware of the importance of this resource in the region;

WHEREAS it is provided for in the Drawdown Regulations, section 1.7, the possibility of exchanging the prize of the draw for financial compensation;

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

THAT Council authorizes the purchase of two tickets valued at \$ 100 each for the draw which will take place on November 17th, in order to contribute to the fundraising campaign of *La Maison Aube Lumière*;

THAT in the event that one of the tickets purchased by the municipality is a winner, the municipality will avail itself of the article 1.7 and will give the financial compensation to *La Maison Aube Lumière*.

CARRIED

10. PUBLIC WORKS AND INFRASTRUCTURE

17-09-934

10.1 Ratification of Bid Opening and Contract Award - Snow Removal of Municipal Buildings Sector Fitch Bay Part 2

WHEREAS the municipality called by invitations to tender for the snow removal of municipal buildings;

WHEREAS the tenders were opened at 11:30 am on August 25th, 2017 in accordance with the contractual management policy of the municipality;

WHEREAS a single submission has been filed:

NAME	COST	TPS	TVQ	TOTAL
Excavation H et F Côté	\$4 949	\$ 247.45	\$ 493.66	\$ 5090.11

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

THAT Council grants the contract for the snow removal at the municipal buildings to Excavation H and F Côté for an amount of \$ 4,949.00 plus applicable taxes;

THAT the tender document and its addenda, as well as the bidder's bid, form an integral part of this resolution and constitute a contract;

THAT the expenditure be in budget item 02 33002 443, as provided for in the budget.

CARRIED

17-09-935

10.2 Ratification of the opening of tenders and awarding of contract - snow removal of municipal roads, sector (A) 2017-2018, 2018-2019, and 2019-2020

WHEREAS the municipality proceeded to a public call for tenders for the snow removal on the municipal roads;

WHEREAS the tenders were opened at 11:00 am on September 5th, 2017 in accordance with the contractual management policy of the municipality;

WHEREAS the results of the bids, excluding taxes, are as follows:

NAME	2017-2018	2018-2019	2019-2020
Christopher Hatch	95 783.91\$	95 783.91\$	95 783.91\$

WHEREAS following compliance review by the Acting Director General, the lowest compliant bidder is Christopher Hatch;

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

THAT Council grants the three-year contract for the snow removal of the municipal roads area (A) to Christopher Hatch, for an amount of \$ 287 351.73 plus applicable taxes;

THAT the tender document and its addenda, as well as the bidder's bid, form an integral part of this resolution;

THAT the Council authorizes the Acting 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 contract and any other documents related thereto.

THAT the expenditure be in budget item 02 33001 443, as provided for in the budget for each year.

CARRIED

17-09-936

10.3 Ratification of the opening of tenders and award of contract - snow removal of municipal roads, sector (B) 2017-2018, 2018-2019, and 2019-2020

WHEREAS the municipality proceeded to a public call for tenders for the snow removal of the municipal roads;

WHEREAS the tenders were opened at 11:00 am on September 5th, 2017 in accordance with the contractual management policy of the municipality;

WHEREAS the results of the bids, excluding taxes, are as follows:

NAME	2017-2018	2018-2019	2019-2020
Entreprises P.S. Roy inc.	\$125 739.79	\$130 734.95	\$136 629.79

WHEREAS following a compliance review by the Acting Executive Director, the lowest compliant bidder is Entreprises P.S. Roy inc .;

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

THAT Council grants the contract for three years for the snow removal of the municipal roads sector (B) to Entreprises P.S. Roy inc., For an amount of \$ 393 104.53 plus applicable taxes;

THAT the tender document and its addenda, as well as the bidder's bid, form an integral part of this resolution;

THAT the Council authorizes the Acting 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 contract and any other documents related thereto.

THAT the expenditure be in budget item 02 33001 443, as provided for in the budget for each year.

CARRIED

17-09-937

10.4 Ratification of the opening of tenders and award of contract - snow removal of municipal roads, sector (C) 2017-2018, 2018-2019, and 2019-2020

WHEREAS the municipality proceeded to a public call for tenders for the snow removal of the municipal roads;

WHEREAS the tenders were opened at 11:00 am on September 5th, 2017 in accordance with the contractual management policy of the municipality;

WHEREAS the results of the bids, excluding taxes, are as follows:

NAME	2017-2018	2018-2019	2019-2020
Entreprises P.S. Roy inc.	\$112 103.41	\$117 098.42	\$122 993.42

WHEREAS following a compliance review by the Acting Director General, the lowest compliant bidder is Entreprises P.S. Roy inc .;

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

THAT Council grants the contract for three years for the snow removal of the municipal roads sector (C) to Entreprises P.S. Roy inc for an amount of \$ 352

195.25 plus applicable taxes;

THAT the tender document and its addenda, as well as the bidder's bid, form an integral part of this resolution;

THAT the Council authorizes the Acting Director General and Secretary-Treasurer, 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 contract and any other documents related thereto.

THAT the expenditure be in budget item 02 33001 443, as provided for in the budget for each year.

CARRIED

17-09-938

10.5 Ratification of the opening of tenders and award of contract - shelter at Thayer Park

WHEREAS the municipality has issued an invitation to tender for construction of the shelter at Thayer Park;

WHEREAS the results of the submissions are as follows:

NAME	COST	TPS	TVQ	TOTAL
Construction M. Gaulin	\$21 735.00	\$1086.75\$	\$2168.07	\$24 989.83

WHEREAS following a review of compliance by the Acting Director General, the lowest compliant bidder is Construction M. Gaulin;

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

THAT Council grants the contract for the construction of the shelter at Thayer Park to Construction M. Gaulin for an amount of \$ 21,735 plus applicable taxes;

THAT the tender document and its addenda, as well as the bidder's bid, form an integral part of this resolution;

THAT the Council authorizes the Acting Director General and Secretary-Treasurer, 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 contract and any other documents related thereto.

THAT the expenditure be paid from the FTD grant and the Working Capital Fund.

CARRIED

17-09-939

10.6 Municipal Road Improvement Program - Confirmation of Work

WHEREAS the Municipality has obtained a grant of \$ 17,780 for work on Bell Road for fiscal year 2017-2018;

WHEREAS in order to obtain the payment of this subsidy, the work carried out must be done before February 16th, 2018;

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

***Proposed by Councillor Pierre Martineau
Seconded by Councillor Dany Brodeur***

It is resolved

THAT Council approves the expenditures for the work on BELL Road for a subsidized amount of \$ 17,780 for fiscal year 2017-2018 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 requirements incumbent on the municipality and the verification file was completed.

CARRIED

17-09-940

10.7 Authorization to pay invoice

Whereas adjustment work on Magoon Point Road was completed on June 13th, 2017;

Proposed by Councillor Pierre Martineau

Seconded by Councillor Dany Brodeur

It is resolved

THAT Council authorizes the payment of invoice number 105052, from Germain Lapalme et fils inc. in the amount of \$ 7,386.30 plus applicable taxes.

THAT this expenditure be allocated to budget item 02 32003 521

CARRIED

11. TREASURER AND ADMINISTRATION

17-09-941

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 August and September 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	\$180 677.10
Total accounts payable:	\$ 82 749.38

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

Employee salaries:	\$44 232.56
Salaries of elected officials:	\$ 3 967.26
Fire Chief	\$ 827.49

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 \$ 0.00
- Infrastructure Inspector's Report \$ 4 986.14
- Fire Chief's Report \$ 1 554.40

17-09-942

11.3 Professional Services Mandate for the year 2018 to Monty Sylvestre, Legal Counsel inc.

WHEREAS the municipality has been dealing with Monty Sylvestre legal advisors for several years and wishes to pursue this for the next year;

WHEREAS Monty Sylvestre has sent its offer of service and suggests the

consultation package, which offers a bank of time at a lower rate;

WHEREAS once this bank is exhausted, the municipality will be charged at the regular rate according to the rate of the lawyer who worked on the file;

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

THAT the Council authorizes the mayor and the Acting Director General or any other representative authorized by the Director General to use the services of Monty Sylvestre, legal counsel inc. from the bank of hours and, if necessary, to the consultation service, for the period from January 1st to December 31st 2018.

THAT the amount of the expenditure is to be foreseen in the 2018 budget.

CARRIED

17-09-943

11.4 Mandate for the structure for fire station-community center

WHEREAS the municipality has given a mandate for the preparation of plans for the construction of the fire station / community center;

WHEREAS to complete these plans it is necessary to issue a structural mandate;

WHEREAS the architectural firm responsible for the file has called for tenders from its various service providers;

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

THAT the Council mandates the lowest bidder, *Côté Jean et associés*, for the preparation of the plans and structural specifications for the fire station / community center and for site supervision during the construction of the fire station / community center for an amount of \$ 14,400 plus applicable taxes.

THAT the offer of services dated of August 24th, 2017 be an integral part of this resolution;

THAT this expenditure be allocated as provided for in the three-year capital plan.

CARRIED

17-09-944

11.5 Mechanical / Electrical Fire Station and Community Center

WHEREAS the municipality has given a mandate for the preparation of plans for the construction of the fire station / community center;

WHEREAS to complete these plans it is necessary to issue a mechanical / electrical mandate;

WHEREAS the architectural firm responsible for the file has called for tenders from its various service providers;

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

THAT the Council mandates, the lowest bidder, the firm *IME Experts Conseil inc.* for the preparation of mechanical / electrical plans and specifications for the fire station / community center and for site supervision during the construction of the fire station / community center for an amount of \$ 27,000 plus applicable taxes.

THAT the offer of services dated of August 28th, 2017 be an integral part of this resolution;

THAT this expenditure be allocated as provided for in the three-year capital plan.

CARRIED

17-09-945

11.6 Invitation to tender - collection of residual materials

WHEREAS the contract for the collection of residual materials expires at the end of 2017;

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

THAT Council authorizes the Acting Director General to proceed with the public call for tenders in accordance with the agreed terms, in particular with regard to the number of garbage (13), recycling (26) and compost (29).

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

Voting is requested:

Councillor Gaétane Gaudreau votes against, councillors Pierre Martineau, Christian Laporte and Dany Brodeur vote in favor.

ADOPTED BY THE MAJORITY

17-09-946

11.7 Buying a Computer

WHEREAS it is necessary to replace the computer at the reception desk;

WHEREAS the *ASR Informatique* offer dated August 18th, 2017;

***It is moved by Councilor Pierre Martineau
Seconded by Councilor Gaétane Gaudreau
It is resolved***

THAT Council authorizes the purchase of a computer for the front desk in accordance with the bid dated August 18th, 2017 in the amount of \$ 851.05 plus applicable taxes from Computing ASR.

THAT this expenditure be allocated to budget item 02 13000 726.

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.

19-07-947

13.2 Creation of the Intermunicipal Fire Prevention and Protection Memphrémagog Est

WHEREAS the municipalities of Hatley, Ayer's Cliff, Stanstead, Stanstead Township, Township of Hatley, North Hatley, Sainte-Catherine-de-Hatley and Ogden agree that it is in the interest of the participating municipalities to optimize the fire safety services of the Memphrémagog RCM Eastern Sector by agreeing to a new intermunicipal agreement constituting the Memphrémagog East Intermunicipal Fire Prevention and Protection, commonly known as the "Eastern Fire Board", which agreement is attached to the this motion to form an integral part thereof;

WHEREAS the purpose of this Régie is to organize, operate and administer a fire prevention and fire protection service and related services to serve parts of the territories of the municipalities described in the agreement

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

THAT the Municipality approves the intermunicipal agreement relating to the fire protection service Memphrémagog Est attached to this resolution to be an integral part of it;

THAT Mrs. Francine Caron Markwell, Mayor and Caroline Rioux, Acting Director General be authorized to sign this Agreement;

THAT the Municipality apply to the Minister of Municipal Affairs, Regions and Land Occupancy (hereinafter referred to as "the Minister") to approve the agreement constituting the Memphrémagog East Intermunicipal Fire Prevention and Protection;

THAT a copy of this resolution be transmitted to the municipalities of Ayer's Cliff, Hatley, Hatley Township, North Hatley, Stanstead, Sainte-Catherine-de-Hatley and Ogden as well as to the Ministry of Municipal Affairs, of the Occupation of the Territory.

Voting is requested:

Councillors Gaétane Gaudreau and Dany Brodeur vote against.
Councillors Pierre Martineau and Christian Laporte vote in favor.
Mayor Francine Caron Markwell uses her right to vote and votes for.

ADOPTED BY THE MAJORITY

14. RECREATION AND CULTURE

17-09-948

14.1 Council room rental for Tai-chi classes

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

THAT Council authorizes the rental of the Board Room on Friday between 9:00 am and 10:30 am from September 22nd, 2017 to December 15th, 2017 for the Tai Chi classes offered by Ms. Kim Pranglely at the rate set out in the Municipal Hall Rental Policy.

CARRIED

15. VARIA

16. SECOND QUESTION PERIOD

17-09-949

17. CLOSING SITTING

The adjournment was proposed by Councillor Gaétane Gaudreau, at 9:02 P.M.

Mrs. Francine Caron Markwell
Mayor

Mrs. Caroline Rioux
**Acting Director General and
Secretary-Treasurer**

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