

January 15th, 2018

A regular sitting of the Council of the Municipality of Stanstead Township held **FIFTEEN day of JANUARY of the year two thousand EIGHTEEN**, time and place of regular meetings.

PRESENT: Councillors Louise Hébert, Mary Cartmel, Andrew Retchless, Jean DesRosiers, Pierre Martineau and Christian Laporte.

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 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.

18-01-021

2. ADOPTION OF THE AGENDA

*Proposed by Councillor Andrew Retchless
Seconded by Councillor Pierre Martineau
It is resolved*

THAT the agenda is adopted as it is with the proposed modifications by removing 11.8 – Combeq Congress.

CARRIED

18-01-022

3. APPROVAL OF MINUTES

*Proposed by Councillor Jean DesRosiers
Seconded by Councillor Louise Hébert
It is resolved*

THAT the minutes of December 4th and 11nd, 2017 and January 8th, 2018 be adopted as deposited.

CARRIED

4. FOLLOW –UP ON THE LAST REGULAR MEETING OF COUNCIL

5. REPORT ON THE LAST COUNCIL OF RCM MEMPHREMAGOG

6. QUESTIONS FROM CITIZENS

7. TABLING OF THE MONTHLY CORRESPONDENCE

The secretary of the meeting tabled the list of correspondence received during the last month. Correspondence can be found at the municipal office during regular business hours. The documents will be kept in the archives. Where appropriate, for other non-archived material may be destroyed at the end of the month. Correspondence will be treated in accordance with the directions of the Council.

8. TOWN PLANNING

8.1 Tabling of the summary report of permits

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

8.2 Tabling of the Forest Inspection Report

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

8.3 Tabling the minutes of the Planning Advisory Committee

There was no meeting in December.

18-01-023

8.4 Renewal of the membership of building and environment inspectors to COMBEQ

WHEREAS Council wishes to renew the membership of building and environmental inspectors for the year 2018 in the Corporation of Municipal Officers in Building and Environment of Quebec (hereinafter named COMBEQ);

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

THAT Council renews Dominic Gauthier's and Pierre Simard's membership in COMBEQ for the year 2018, in the amount of \$ 375 and \$ 225 (second member) plus applicable taxes. The amount of the expenditure is appropriate from budget item 02 61001 494.

CARRIED

8.5 By-law 411-2018 repealing and replacing by-laws 355-2014 and 396-2016 Code of Ethics and professional Conduct of Elected officials of the municipality of Stanstead Township

Councillor Jean DesRosiers gives notice of motion that at a next meeting of this Council, a By-law No. 411-2018 repealing and replacing By-laws 355-2014 and 396-2016 Code of Ethics and Professional Conduct of Elected Officials of the Municipality of Stanstead Township, will be presented for adoption.

The purpose of this by-law is to repeal and replace By-law No. 355-2014 and 396-2016, Code of Ethics and Ethics for Elected Officials of the Municipality of Stanstead Township.

The mayor also makes the presentation.

9. ENVIRONMENT

18-01-024

9.1 Training for the environment inspector

***Proposed by Councillor Christian Laporte
Seconded by Councillor Andrew Retchless
It is resolved***

THAT Council authorizes the environmentl inspector, Mr. Pierre Simard to attend the following training sessions offered by the COMBEQ:

- March 14 and 15, 2018 in Bromont: Regulation respecting the evacuation and treatment of wastewater from isolated residences (Q2R22), in the amount of \$ 550 plus applicable taxes;

- April 25, 2018 in Sorel-Tracy: Water Levy and Protection Regulations, in the amount of \$ 294.80 plus applicable taxes.

THAT all expenses related to accommodation, meals, parking and travel expenses be reimbursed subject to supporting documents and in accordance with the employee manual from the budget items provided for this purpose.

CARRIED

10. PUBLIC WORKS AND INFRASTRUCTURE

18-01-025

10.1 Mandate to the Union of Quebec municipalities (UMQ) for the purchase of chloride used s dust suppressant for the year 2018

WHEREAS the Municipality of Stanstead Township has received a proposal from the Union of Quebec Municipalities (UMQ) to prepare, on behalf of itself and on behalf of several other interested municipalities, a call for tenders document for a

consolidated purchase of the product used as a dust suppressant for the year 2018;

WHEREAS articles 29.9.1 of the Cities and Towns Act and 14.7.1 of the Municipal Code:

- allow a municipal organization to enter into an agreement with the UMQ for the purchase of equipment;
- specify that the rules governing the award of contracts by a municipality apply to contracts awarded under this section and that the UMQ undertakes to comply with these rules;
- specify that this contractual process is subject to the UMQ's Contract Management Policy for its consolidation agreements adopted by the UMQ Board of Directors;

WHEREAS the proposal of the UMQ is renewed annually on a voluntary basis;

WHEREAS the Municipality wishes to participate in this combined purchase to obtain chloride in liquid solution in the quantities necessary for its activities;

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

THAT the Municipality entrusts, to the UMQ, the mandate to proceed, on an annual basis, on its behalf and that of the other municipalities concerned, to the bidding process aimed at awarding a consolidated purchase contract for various products used as a dust suppressant (chloride in liquid solution) necessary for the activities of the Municipality for the year 2018;

THAT to enable the UMQ to prepare its tender document, the Municipality undertakes to provide the UMQ with the types and quantities of products it will need by completing the required technical registration form (s) that will be sent to it by the UMQ and returning these documents on the date fixed;

THAT the Municipality entrusts the UMQ with the responsibility of analyzing the tenders submitted. As a result, the Municipality accepts that the product to be ordered and delivered will be determined following the comparative analysis of the products defined in the call for bids;

THAT if the UMQ awards a contract, the Municipality undertakes to respect the terms of this contract as if it had contracted directly with the supplier to whom the contract is awarded;

THAT the Municipality acknowledges that the UMQ will receive, directly from the successful bidder, as a management fee, a percentage of the amount billed before taxes to each participant; the said rate is fixed annually and specified in the call for tenders document;

THAT a copy of this resolution be sent to the Union des municipalités du Québec.

CARRIED

11. TREASURER AND ADMINISTRATION

18-01-026

11.1 Approval of accounts paid and payable

***Proposed by Councillor Pierre Martineau
Seconded by Councillor Louise Hébert
It is resolved***

THAT Council approves the list of submitted accounts payable for the months of December 2017 and January 2018, 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	\$168 132.89
Total accounts payable:	\$ 90 556.78

THAT Council approves the list of salaries of \$62 101.22 for December 2017.

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 | \$ 474.76 |
| • Infrastructure Inspector's Report | \$ 6 527.57 |
| • Fire Chief's Report | \$ 2 588.52 |

18-01-027

11.3 Renewal of insurance with the MMQ

WHEREAS the municipality's insurance policy must be renewed for the year 2018;

***Proposed by Councillor Pierre Martineau
Seconded by Councillor Andrew Retchless
It is resolved***

THAT the Council renews the insurance policy with the MMQ for an amount of \$ 20 267 for the year 2017.

THAT the amount be appropriate from the budgetary items concerned according to the distribution established in the budget estimates.

CARRIED

18-01-028

11.4 Renewal of the Director General's membership in the ADMQ

WHEREAS the Council wishes to renew the membership of the Director General for the year 2018 to the Association of Municipal Directors of Quebec (hereinafter ADMQ);

***Proposed by Councillor Pierre Martineau
Seconded by Councillor Andrew Retchless
It is resolved***

THAT Council renew the membership of the Director General for the year 2018 at the ADMQ, at a cost of \$ 450 plus taxes and for insurance in the amount of \$ 348 including taxes. The amount of the expenditure will be appropriate to budget number 02 13000 494.

CARRIED

11.5 Filing of financial declarations

The clerk or secretary-treasurer shall, not later than February 15th of each year, transmit to the Minister of Municipal Affairs and Land Occupancy a statement identifying the members of the council of the municipality who, since the last transmission of such a statement, filed before the council a statement, referred to in any of sections 357 and 358, and those who have not done so;

The following members filed their declaration of pecuniary interest:

- Francine Caron Markwell
- Mary Cartmel
- Louise Hébert
- Jean DesRosiers
- Christian Laporte
- Pierre Martineau
- Andrew Retchless

The statement will be sent to the Ministry of Municipal Affairs and Land Occupancy at the Regional Office of Estrie.

18-01-029

11.6 Destruction of municipal archives

WHEREAS section 7 of the Archives Act requires any public organization to establish and maintain a records 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 set aside or dispose of an active or semi-active document of a public organization;

WHEREAS article 199 of the Municipal Code stipulates that the secretary-treasurer may not withdraw possession of the Municipality's archives except with the permission of the council, or by order of a court;

***Proposed by Councillor Mary Cartmel
Seconded by Councillor Andrew Retchless
It is resolved***

THAT Council approves the destruction list of archives prepared by Dominic Boisvert, HB Archivists, s.e.n. and dated November 17, 2017 and authorizes the Secretary-Treasurer to proceed with the destruction of these documents.

CARRIED

11.7 Presentation of the taxation by-law 410-2017

In accordance with article 445 of the Municipal Code, the by-law number 410-2017 adopted at the council meeting of December 11nd 2017 establishing the tax rates is presented.

18-01-030

11.8 Various requests for donations

WHEREAS Council wishes to rule on the various requests for donations received;

WHEREAS the grants were discussed and agreed upon during the budget study;

***Proposed by Councillor Louise Hébert
Seconded by Councillor Mary Cartmel
It is resolved***

THAT the Council grants the following amounts to the organizations that made the request, described below, for the year 2018;

Magog Hospital Foundation	\$ 2,000
CHUS Foundation	\$ 500
Phelps Help	\$ 500
CAB Redicker	\$ 700
Aube Lumière	\$ 500
Le Pont	\$ 300
Massawippi Valley Health Center	\$ 500
Memphremagog Conservation Inc.	\$ 2,000
Lovering Lake Conservation Society	\$ 2,000
Stanstead Township Community Association	\$ 7,000
Georgeville Community Association	\$ 10,000
Stanstead Agriculture Society	\$ 70
Weir Park	\$ 1,500
Sports and Recreation Council of Estrie	\$ 70
Georgeville Artists Association	\$ 1,500
Stanstead Historical Society	\$ 1,000
Princess Elizabeth School	\$ 300
Tomifobia Nature Trail	\$ 500
Hans Droits	\$ 200
Georgeville Studio	\$ 750
The Haskell Library and Opera House	\$ 1,000

THAT the amount of the expense be appropriate from the budget lines no. 02 19000 996, 02 47000 996, 02 70120 996, 02 70150 996, 02 70190 996 and 02 70230 996.

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.

18-01-031

13.2 Ratification of payment of the firefighters' bonus and the salary rate for the prevention for the year 2017

***Proposed by Councillor Christian Laporte
Seconded by Councillor Jean DesRosiers
It is resolved***

THAT the Council ratifies the payment of the bonus related to the attendance of firefighters' practices for the year 2017 in the amount of \$ 6,000, distributed according to the description prepared by the fire chief.

THAT Council ratifies the payment of the hours worked in 2017 for prevention at the hourly rate of \$ 30 / hr.

CARRIED

18-01-032

13.3 Adoption of the 2018 Budget -Intermunicipal Fire prevention and protection Board Memphremagog Est

WHEREAS the Inter-Municipal Fire Prevention and Protection Board Memphremagog Est presents a balanced budget of \$ 1,305,632.03;

WHEREAS the share for the year 2018 of the Municipality of Stanstead Township is \$ 187,376;

***Proposed by Councillor Pierre Martineau
Seconded by Councillor Jean DesRosiers
It is resolved***

THAT the Council adopts the budget of the Memphremagog East Intermunicipal Fire Prevention and Protection Board as presented.

CARRIED

18-01-033

13.4 Municipalities of Barnston West and Stanstead East to join the Intermunicipal Fire Prevention Board Memphremagog East (East Fire Board)

WHEREAS an intermunicipal agreement has been concluded between the 8 municipalities in the eastern sector of Lake Memphremagog for the creation of the Memphremagog East Fire Prevention Board;

WHEREAS the Municipality of Stanstead Township has acceded to this agreement in 2017;

WHEREAS the intermunicipal agreement provides for the membership provisions of any other municipality and that one of these provisions requires the unanimous consent of the municipalities already part of the agreement;

WHEREAS the municipalities of Barnston West and Stanstead East have sent a resolution to the Memphremagog East Intermunicipal Fire Prevention and Protection Board indicating their intention to join this intermunicipal agreement;

WHEREAS the Eastern Fire Board is asking the municipalities forming part of the agreement to consent to the membership of the municipalities of Barnston West and Stanstead East;

***Proposed by Councillor Jean DesRosiers
Seconded by Councillor Pierre Martineau
It is resolved***

THAT the Municipality of Stanstead Township consents to the membership of the municipalities of Barnston West and Stanstead East to the intermunicipal agreement concerning fire prevention and fire protection of the East Fire Board and that a copy of this resolution shall be sent to the said Board.

CARRIED

14. LEISURE AND CULTURE

18-01-034

14.1 Reimbursement of the membership fees of the Memphrémagog Library

*Proposed by Councillor Mary Cartmel
Seconded by Councillor Louise Hébert
It is resolved*

THAT the Council refunds the surtax assumed by taxpayers of Stanstead Township up to 50% upon presentation of vouchers.

THAT resolution 2009-12-809 be and is repealed.

CARRIED

15. VARIA

16. SECOND QUESTION PERIOD

18-01-035

17. CLOSING SITTING

The adjournment was proposed by Councillor Andrew Retchless, at 8:08 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.