

December 4th, 2017

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

PRESENTS: 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, Caroline Rioux, was also present in accordance with the *Law of Municipal Code*.

There were seven (7) people in the audience.

1. OPENING OF THE MEETING

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

17-12-994

2. ADOPTION OF THE AGENDA

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

THAT the agenda is adopted with the proposed modification.

17-12-995

3. APPROVAL OF MINUTES

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

THAT the minutes of November 13th, 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 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, 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 November 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 November is tabled to the Council and duly noted.

8.3 Tabling the minutes of the Planning Advisory Committee

The report of November 14th is tabled to the Council and duly noted.

17-12-996

8.4 PIIA Application for the Municipality of Stanstead Township-lot 4 922 973 on Remick Road

WHEREAS the Municipality of the Township of Stanstead has submitted a new construction project for a municipal building (fire station and community center) on Lot 4 922 973 on Remick Road;

WHEREAS the area concerned is subject to a site planning and architectural integration plan type 3 (P.I.I.A.-3);

WHEREAS such a construction project is subject to the provisions of the P.I.I.A. number 354-2014;

WHEREAS this project does not contravene the objectives of by-law number 354-2014 concerning site planning and architectural integration programs;

WHEREAS the Urban Planning Advisory Committee has taken cognizance of the facts and recommends to the Municipal Council to accept the present request for PIIA by adding the following conditions:

- The roof must be pale charcoal gray
- The addition of a window or the replacement of the door by a French window on the back of the building for access to the terrace.
- The submission of a landscaping plan must be submitted before the start of construction for approval by the CCU;

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

THAT the preamble is an integral part of this resolution;

THAT council supports the Planning Advisory Committee's recommendation and accepts the present request for a PIIA, including the specified conditions.

CARRIED

9. ENVIRONMENT

17-12-996

Reimbursement under the upgrading program for septic installations, by-laws 386-2016 and 389-2016, lot 4 22 810

WHEREAS by-law 386-2016 provides that the municipality grants a subsidy in the form of an advance of repayable funds to the owner of any immovable that is constructing or repairing a septic installation under certain conditions;

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

WHEREAS the owner of the building located in lot 4 922 810 has proceeded to the replacement of his installation;

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

THAT Council accepts the application for registration in the program and grants the owner of lot 4 4 922 810 the grant covering the fees of \$ 10 487.32 plus applicable taxes.

THAT Council authorizes the payment of invoices received in this regard of \$ 10 487.32 plus applicable taxes as provided for in the by-law, subject to the payment by the owner of any arrears due to the municipality at the time of the application as well as the deposit of a certificate of conformity duly signed and sealed by a qualified and competent professional attesting that the septic

installation complies with the provisions of the Regulation respecting the evacuation and wastewater treatment of 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 389-2016 when the financing of the loan is granted.

CARRIED

17-12-998

9.2 Reimbursement under the upgrading program for septic installations, 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 an advance of repayable funds to the owner of any immovable that is constructing or repairing a septic installation under certain conditions;

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

WHEREAS the owner of the building located in lot 4 923 422 has proceeded to the replacement of his installation;

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

THAT Council accepts the application for registration in the program and grants the owner of lot 4 923 422 the grant covering the fees of \$ 400.00 plus applicable taxes.

THAT Council authorizes the payment of invoices received in this regard of \$ 400.00 plus applicable taxes as provided for in the by-law, subject to the payment by the owner of any arrears due to the municipality at the time of the application as well as the deposit of a certificate of conformity duly signed and sealed by a qualified and competent professional attesting that the septic installation complies with the provisions of the Regulation respecting the evacuation and wastewater treatment of 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 389-2016 when the financing of the loan is granted.

CARRIED

17-12-999

9.3 Reimbursement under the upgrading program for septic installations, by-laws 386-2016 and 389-2016, lot 4 922 839

WHEREAS by-law 386-2016 provides that the municipality grants a subsidy in the form of an advance of repayable funds to the owner of any immovable that is constructing or repairing a septic installation under certain conditions;

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

WHEREAS the owner of the building located in lot 4 922 839 has proceeded to the replacement of his installation;

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

THAT Council accepts the application for registration in the program and grants the owner of lot 4 922 839 the grant covering the fees of \$ 28 033 plus applicable taxes.

THAT Council authorizes the payment of invoices received in this regard of \$ 28 033 plus applicable taxes as provided for in the by-law, subject to the payment by the owner of any arrears due to the municipality at the time of the application as well as the deposit of a certificate of conformity duly signed and sealed by a qualified and competent professional attesting that the septic installation complies with the provisions of the Regulation respecting the evacuation and wastewater treatment of 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 389-2016 when the financing of the loan is granted.

CARRIED

17-12-000

9.4 Thanks to Mr. Jean-Pierre Côté, operator of the Lovering Lake dam

WHEREAS Mr. Jean-Pierre Côté operates the Lake Lovering Dam by taking the required samples and carrying out the monitoring;

WHEREAS the work done by Mr. Côté is of inestimable value for the municipality;

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

THAT Council wishes to give Mr. Côté the sum of \$ 750 for 2017, as a thank you.

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

THAT the amount of the expenditure is appropriate from the budget item No. 02 69000 996.

CARRIED

17-12-001

9.5 Formation of municipal committees

WHEREAS there is a need to review the composition of municipal committees following the election of November 6th;

WHEREAS the distribution of committees among elected officials was discussed and agreed at the workshop of November 27, 2017;

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

THAT the municipal committees be formed of the following representatives:

COMITÉS	MEMBRES
<u>COMMUNICATION ET ADMINISTRATION</u>	Pierre Martineau Christian Laporte Jean Des Rosiers, lors des discussions sur les communications
<u>COMITÉ CONSULTATIF D'URBANISME</u>	Christian Laporte Andrew Retchless
<u>LOISIRS ET CULTURE</u>	Mary Cartmel Jean Des Rosiers
<u>PARC WEIR</u>	Andrew Retchless
<u>COMITÉ CONSULTATIF EN ENVIRONNEMENT</u>	Mary Cartmel Pierre Martineau
<u>RÉGIE INTERMUNICIPALE DE GESTION DES DÉCHETS SOLIDES</u>	Francine Caron Markwell Christian Laporte
<u>SÉCURITÉ PUBLIQUE</u>	Louise Hébert Jean Des Rosiers

<u>VOIRIE & INFRASTRUCTURE</u>	Andrew Retchless Pierre Martineau
<u>TABLE DE CONCERTATION DES AÎNÉS</u>	Louise Hébert
<u>RÉGIE INCENDIE MEMPHRÉMAGOG EST</u>	Francine Caron Markwell Jean Des Rosiers

CARRIED

10. PUBLIC WORKS AND INFRASTRUCTURE

17-12-002

10.1 Ratification of expenditure

*Proposed by Councillor Mary Cartmel
Seconded by Councillor Pierre Martineau
It is resolved*

THAT Council ratifies the following expenses:

Construction Goudreau for the detachment of the shoulders of Noel, Vallières, Marlinton and Arrow Head roads in the amount of 3202.50, plus applicable taxes;

Couillard Constrcution. for the further removal of the shoulders of the same roads in the amount of \$ 1,800.00 plus applicable taxes;

CARRIED

11. TREASURER AND ADMINISTRATION

17-12-003

11.1 Approval of accounts paid and payable

*Proposed by Councillor Andrew Retchless
Seconded by Councillor Louise Hébert
It is resolved*

THAT Council approves the list of submitted accounts payable for the months of November and December 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	\$129 949.55
Total accounts payable:	\$114 494.15

THAT Council approves the list of salaries for the month of November 2017 for an amount of \$26 697.97.

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.

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|-------------------------------------|------------|
| • Director General's Report | \$ 0 |
| • Infrastructure Inspector's Report | \$7 133.67 |
| • Fire Chief's Report | \$4 809.43 |

17-12-004

11.3 Schedule of 2018 Council Sessions

WHEREAS article 148 of the Quebec Municipal Code provides that the council must establish, before the beginning of each calendar year, the calendar of its regular meetings for the next year, by fixing the day and the hour of the beginning of each one;

Proposed by Councillor Jean DesRosiers

Seconded by Councillor Mary Cartmel
It is resolved

THAT the following schedule be adopted with respect to the holding of regular meetings of Council for 2018.

These sessions will be held on the first Monday of the month, with some exceptions, and will start at 7:30 pm:

January 15th (2nd Monday, due to the holiday season)
February 5
March 5
April 3 (Tuesday, due to Easter break)
May 7
June 4th
July 3 (Tuesday, due to Canada Day)
August 6
September 4th (Tuesday, due to Labor Day)
October 2 (Tuesday, due to provincial elections)
November 5
December 3

CARRIED

17-12-005

11.4 Closure of the municipal office during the holidays

WHEREAS according to the employee manual, employees are entitled to 3 days of paid Christmas leave and 3 days of New Year holidays;

Proposed by Councillor Andrew Retchless
Seconded by Councillor Jean DesRosiers
It is resolved

THAT council decrees that the municipal office will be closed from December 26 to January 2 inclusively due to the holiday season.

CARRIED

17-12-006

11.5 Mandate to PG Solutions, Maintenance and Support PG Application

WHEREAS it is appropriate to renew the 2018 Application Maintenance and Support Agreement with PG Solutions;

Proposed by Councillor Mary Cartmel
Seconded by Councillor Pierre Martineau
It is resolved

THAT Council accepts the PG Solutions Offer for Maintenance and 2018 Annual Support and authorizes the expenditure of \$ 10,575 plus applicable taxes. The amount of the expenditure will be appropriate to the usual budget item of each of the sectors concerned.

CARRIED

17-12-007

11.6 Ratification of expenses for elected officials

WHEREAS the municipality wishes to continue its movement towards becoming paperless and in order for that to be done, it will be necessary that electronic devices (tablet, laptop or other) become the working tool of the members of the council;

WHEREAS it is agreed that each member of the council provides his or her own device

Proposed by Councillor Mary Cartmel
Seconded by Councillor Pierre Martineau
It is resolved

THAT Council authorizes the reimbursement, upon presentation of vouchers for the purchase of a device, of a maximum amount of \$ 500.00 per elected representative;

THAT this reimbursement is also agreed for the purchases of elected officials who acquired a device during the previous mandate;

THAT the purchase of this device is possible at any time during the term of the elected member.

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.

14. RECREATION AND CULTURE

17-12-008

14.1 Gift for the Christmas party

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

THAT the Council authorize the donation of \$ 200.00 to Stanstead Community Action Township (CSTC) for the purchase of Christmas presents as part of the Christmas party / brunch to be held on December 10, 2017.

CARRIED

14-12-009

14.2 Authorization for the 150th Anniversary of Canadian Confederation Commemorative Plaque

WHEREAS the agreement with Canadian Heritage regarding the grant for the 150th anniversary of the Canadian Confederation indicates the obligation for the municipality to install a commemorative plaque highlighting the event and the financial contribution of the department;

WHEREAS there was a presentation of the plaque concept to council members during their workshop;

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

THAT the Council authorize the expenditure of \$ 2000.00, financed by the grant, for the purchase and installation of the proposed rock plaque.

CARRIED

15. VARIA

16. SECOND QUESTION PERIOD

17-12-010

17. CLOSING SITTING

The adjournment was proposed by Councillor Andrew Retchless, at 8:12 P.M.

Mrs. Francine Caron Markwell
Mayoress

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

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