

March 5th, 2018

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

PRESENTS: Councillors Mary Cartmel, Andrew Retchless, Jean DesRosiers, Pierre Martineau and Christian Laporte.

ABSENT: Councillor Louise Hébert

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 eleven (11) people in the audience.

1. OPENING OF THE MEETING

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

18-03-054

2. ADOPTION OF THE AGENDA

*Proposed by Councillor Jean DesRosiers
Seconded by Councillor Mary Cartmel
It is resolved*

THAT the agenda is adopted with the proposed modifications.

18-03-055

3. APPROVAL OF MINUTES

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

THAT the minutes of February 5th, 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 February. A copy of the report was presented to the Council and duly noted.

8.2 Tabling of the Forest Inspection Report

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

8.3 Tabling the minutes of the Planning Advisory Committee

There was no meeting in January.

18-03-056

8.4 Designation of the members of the Urban Planning Advisory Committee

WHEREAS it is necessary to appoint a resident to occupy a position on the Urban Planning Advisory Committee;

WHEREAS two nominations have been submitted and analyzed;

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

THAT Mr. Richard D. Camber be designated as a member of the Urban Planning Advisory Committee for a period of one year;

CARRIED

9. ENVIRONMENT

18-03-057

9.1 Environmental study - phase II, on the site of the future fire station / community center

WHEREAS the municipality is planning the construction of the new fire station / community center on land owned by the municipality;

WHEREAS to ensure that the soil conforms to the environment, the municipality commissioned a Phase I environmental study on the site and that the conclusion of this study reveals the need for a Phase II environmental study and a geotechnical soil survey;

WHEREAS a service offer was solicited from the firm that made the first study;

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

THAT the Council authorizes the firm EXP to carry out the geotechnical study and the environmental study phase II for an amount of \$ 17,010 plus applicable taxes;

THAT this amount be recorded in the fire hall construction project in order to be included in the financial package of this project.

CARRIED

18-03-058

9.2 Hiring a trainee in environment

WHEREAS the municipality should obtain from the Government of Canada a subsidy for the hiring of an environmental intern for a period of fifteen weeks;

WHEREAS the urban planning and environment inspectors met candidates and chose Mr. Jérémie Lauzon;

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

THAT the Council hires Mr. Jérémie Lauzon as an environmental intern for the period of April 30th to August 10th, 2018, at an hourly wage of \$ 15 for a period of 15 weeks. The amount of the expenditure will be appropriate from budget item No. 02 47002 141.

THAT it be agreed to offer compensation for the use of his personal vehicle as part of his duties, the compensation corresponds to the current rate shown in the employee manual.

CARRIED

18-03-059

9.3 Support for the establishment of a national program of Eurasian Watermilfoil

WHEREAS organizations and municipalities are working to protect and preserve lakes and rivers and are looking for ways to restore lakes and rivers that are under the environmental threat of Eurasian Watermilfoil infestation;

WHEREAS this invasive exotic plant, characterized by a rapid rate of growth, has invaded more than 135 lakes and numerous rivers in Quebec as well as the St. Lawrence River;

WHEREAS the MDDELCC describes, on its website, the effects of this plant:

"Eurasian Watermilfoil competes with native plants for light and nutrients when it forms large monospecific colonies. This results in a loss of biodiversity in Quebec's rivers and water bodies. Milfoil can form a dense canopy that blocks the penetration of light rays in depth and harms other submerged plants. The small herbaria of milfoil may serve as a shelter for aquatic fauna. In contrast, dense meadows can alter food chains and reduce dissolved oxygen as the stems decompose. They can obstruct spawning sites and promote the proliferation of mosquitoes and parasites that cause dermatitis. Large colonies of Eurasian Watermilfoil interfere with recreational activities such as boating, fishing and swimming. Properties and dwellings around an infested lake can also depreciate and sell for less";

WHEREAS municipalities and volunteer associations have mobilized in recent years to reduce the presence of the plant in affected lakes and hold awareness activities to prevent its spread;

WHEREAS the financing of these measures has been assumed mainly by the municipalities and the associations of protection of the water bodies;

WHEREAS it is unrealistic to believe that municipalities and associations alone can financially support these essential long-term interventions;

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

THAT Council seeks the intervention of the Government of Quebec, in consultation with lake and watercourse protection associations, researchers and representatives of the municipal sector to initiate and set up, as of 2018, a national milfoil control program;

THAT this program would aim to:

- Assist municipalities or RCMs that wish to take action to protect water bodies on their territory, in obtaining government authorizations;
- Develop measures to prevent contamination in water bodies where the plant is not yet present;
- Release budgets to effectively finance preventive and control measures;
- Fund ongoing work on the impacts on the fauna and flora of different plant control techniques;
- Fund a research program to better measure the long-term impacts of the Eurasian watermilfoil, to counteract its harmful effects, to find ways to minimize its presence by effective and safe means;

THAT the Council supports the committee and the work.

THAT this resolution be sent to the steering committee of the Campaign against the milfoil.

CARRIED

10. PUBLIC WORKS AND INFRASTRUCTURE

18-03-060

10.1 Purchase of a computer for the road service

WHEREAS there is a need to update the computer of the road service department;

WHEREAS ASR submitted an offer;

***Proposed by Councillor Jean DesRosiers
Seconded by Councillor Pierre Martineau***

It is resolved

THAT the Council authorizes the purchase of a computer for the road service department according to the tender submitted by ASR in the amount of \$ 891.05 plus applicable taxes.

CARRIED

18-03-061

10.2 Snow removal contract for the buildings in Georgeville sector

WHEREAS the follow-up of the contract for snow removal from the buildings of the Georgeville sector by the person in charge of the road works indicates to us that it would be necessary to cancel this current contract;

WHEREAS the current contractor has been informed of the termination of the contract;

WHEREAS it is expedient to ratify this termination of contract;

WHEREAS the municipality proceeded to an invitational tender and received 2 bids;

WHEREAS the lowest bidder is Craig Markwell;

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

THAT the Council ratifies the termination of the snow removal contract for municipal buildings in the Georgeville sector dated of February 15th by Claude Dorais;

THAT the Council awards the contract for the removal of the municipal buildings-of Georgeville sector to Craig Markwell for an amount of \$ 2,500, plus applicable taxes, prorated by the number of months remaining in the year as of February 15th, 2018.

THAT the terms of payment be March 15th, 2018 and May 15th, 2018;

THAT this resolution, the offer of services and the bid of Mr. Craig Markwell are make office of the contract.

CARRIED

18-03-062

10.3 Authorization to tender - reloading municipal roads

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

THAT Council authorizes the Acting Director General to launch the public call for tenders for the reloading of municipal roads for the 2018 season.

CARRIED

18-03-063

10.4 Awarding the contract for leveling of municipal roads 2018

WHEREAS the municipality has requested offers of service by invitation for the leveling of roads of the municipality with five (5) companies;

WHEREAS the municipality received (5) tenders and they were opened publicly on February 22nd, 2018 and that the bid with the lowest hourly rate is in accordance with the tender specifications;

WHEREAS the result of the call for tenders is as follows:

- **Germain Lapalme & Fils inc.:** \$ 119.49 / hr
- **Constrcutrion Gaudreau inc:** \$ 119.50 / hr
- **R.T.D. enr:** \$ 119.95 / hr
- **Réjean Giguère** \$ 125.00 / hr
- **Couillard Limited limité:** \$ 135.00 / hr

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

THAT the preamble is an integral part of this resolution;

THAT the Council grants the contract of leveling of the municipal roads to the firm Germain Lapalme et fils inc., in the amount of 119.49 \$ / hour, taxes not included, and this for a distance of more or less 74 kilometers.

THAT the amount of the expense is appropriate from budget item No. 02 32014 521.

CARRIED

18-03-064

10.5 Awarding the contract for the 2018 street sweeping

WHEREAS the municipality has requested tenders to sweep the paved roads of the municipality with two (2) companies;

WHEREAS the bid received was opened publicly on February 22, 2018 and this bid is in accordance with the tender specifications;

WHEREAS the result of the call for tenders is as follows:

- **Myrroy Enterprises Inc. : 115.00 \$ / h**

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

THAT the Council awards the contract for the sweeping of the streets of the municipality to Les Entreprises Myrroy Inc. for the 2018 season in the amount of \$ 115 / hour, for a total amount of approximately \$ 3,000 plus taxes,

THAT the amount of the expense is appropriate from budget item No. 02 32002 521.

CARRIED

11. TREASURER AND ADMINISTRATION

18-03-065

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 February and March 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	\$130 152.68
Total accounts payable:	\$119 837.29

THAT Council approves the list of salaries for the month of February 2018 for an amount of \$ 23 832.79.

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 \$ 2 478.52
- Infrastructure Inspector's Report \$ 6 617.72
- Fire Chief's Report \$ 0

18-03-066

11.3 Filing and approving the list of tax arrears

WHEREAS the MRC of Memphrémagog is preparing for the sale of buildings for non-payment of taxes;

WHEREAS the Acting Director General submits to the members of the Council the list of arrears of taxes, dated March 5th, 2018, all as required by Article 1022 of the Municipal Code;

***Proposed by Councillor Mary Cartmel
Seconded by Councillor Christian Laporte
It is resolved***

THAT Council approves the list of accounts receivable in arrears revised. The revised list is attached hereto as Annex 1.

THAT Council authorizes the transmission of the list of properties for sale for failure to pay taxes to the MRC Memphrémagog and the Commission scolaire Les Sommets and the Eastern Townships School Board.

THAT the Council authorizes the Acting Director General or her assistant to remove from the list any immovable whose owner has been paid in full or in part for the payment of the municipal taxes due, or that an arrangement has been made with the municipality.

THAT the council authorizes the mayor or the acting mayor and the acting general director and secretary-treasurer to assist and represent the municipality at the sale for non-payment of taxes, which will take place on June 14th, 2018 at the MRC Memphrémagog.

THAT the applicable annual percentage of interest is 10% and a 5% addition as a penalty calculated daily only on the part due.

CARRIED

18-03-067

11.4 Salary increase for municipal employees

WHEREAS the Communication and Administration Committee has studied the table compiled by the municipality of Ayer's Cliff for the salaries of municipal employees of the MRC;

WHEREAS the recommendation of the committee is to grant an increase of 1.5% for the year 2018;

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

THAT the Council grants an increase in salary levels of municipal employees of 1.5% retroactive to January 1, 2018.

CARRIED

11.5 Deposit of the list of donors for the 2017 municipal elections

As stipulated in Article 513.2 of the Elections and Referendums Act, the deposit is made of the list of donors in the 2017 municipal elections.

18-03-068

11.6 Authorization for spending for an Employee/Elected Officials joint activity.

WHEREAS the Council wishes to foster interpersonal relations and to underline the Council's recognition of its staff;

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

THAT Council invites employees and elected officials to participate in a "sugar shack" meal, the costs of which will be borne by the municipality;

THAT the expenses associated with the meals of the spouses of elected officials will be borne by the latter.

CARRIED

18-03-069

11.7 Authorization to pay for the first stage of the replacement of culvert no. 2579

WHEREAS the recommendation for payment of SMI with respect to the progressive account no. 1 - replacement of culvert 2579, dated March 05, 2018;

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

THAT Council accepts step # 1 - 2579 culvert replacement, in the amount of \$ 186,110.27 plus applicable taxes.

THAT this expense be appropriate as planned, that is, \$ 50,000 for line 02 32017 521 and the appropriate balance for the unallocated surplus.

CARRIED

12. ENVIRONMENTAL HEALTH

18-03-070

12.1 Purchase of 2 boosters for the Georgeville wastewater system

WHEREAS Mr. Pierre-Luc Doyon obtained a bid for the purchase of two boosters located in Georgeville;

WHEREAS the two boosters in the municipality are obsolete and require major repairs and are considered to be at the end of their useful life;

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

THAT Council authorizes the purchase of two AERZEN model booster pumps with their components including the removal and installation of equipment, from Les Express-Électrique in the amount of \$ 21,618,62 plus taxes;

THAT the expense be taken from a borrowing of \$ 25,000 in working capital to defray the total cost of the purchase and installation of the blowers.

THAT the working capital loan will be repaid over a period of four (4) years.

THAT every year, during the term of the loan, from the general fund, an amount of \$ 6,250 will be deducted to repay the loan to the Working Capital Fund.

THAT the dates of the payments being those retained by the council for the first payment of property taxes for the years 2019, 2020, 2021 and 2022.

AND THAT the tax relating to this expense be appropriate to the immovables concerned and deducted according to the taxation policy of the municipality for each of the two years.

CARRIED

18-03-071

12.2 Authorization of a connection of the property located on lot 5 474 519 to the drinking water and wastewater networks

WHEREAS the municipality plans to upgrade the drinking water and wastewater systems of the village of Fitch Bay;

WHEREAS the history of the free connection to these networks of the property located on lot 5 474 519 is unclear;

WHEREAS the municipality wishes to put an end to the many procrastinations in this respect;

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

THAT the Council authorizes the installation, free of charge, of drinking water and waste water pipes on private land, from the municipal limit to the connection point on the building located on the lot 5 474 519, when the repair of the municipal networks will be done;

THAT the connection of the pipes on the building is the entire responsibility of the owner, this connection to be made by a professional in the matter;

THAT the pipes between the building and the public network are the sole responsibility of the owner of the building for its future maintenance and repair, the municipality ceding the ownership of these pipes to the owner of this building;

THAT the Council confirms that the taxation of the service related to the use of the drinking water and wastewater systems will continue to be collected according to the annual taxation by-law until the rehabilitation of the networks and after the connection;

THAT the council confirms that the taxation related to the development of the new pipes, during the planned reconstruction, will be collected on the building according to the financial arrangement to be determined by the loan by-law, for the repayment of the debt.

CARRIED

13. PUBLIC SAFETY

14. RECREATION AND CULTURE

18-03-072

14.1 Request from Escapades Memphrémagog to use the Georgeville wharf

WHEREAS the company Escapades Memphrémagog is asking the Municipality for permission to use the Georgeville wharf to make a tourist stop during Grand Cru cruises on Lake Memphremagog during the 2018 summer season;

WHEREAS this stop at the Georgeville wharf will be the days of Thursday and Friday between 12:30 and 13:30 from July 19th to August 24th, 2018 and occasionally the months of September and October 2018 so that visitors can walk in the area of Georgeville for a period not exceeding 90 minutes;

WHEREAS Council is open to this initiative in order to promote the economy of local businesses;

WHEREAS Escapades Memphrémagog undertakes to sign a wharf use agreement protocol whereby it takes full responsibility for the maneuvers of berthing, disembarking and boarding of its passengers;

WHEREAS the company Escapades Memphrémagog will provide the Municipality with proof of civil liability insurance to release it from any liability with regard to this initiative;

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

THAT the preamble is an integral part of this resolution.

THAT Council authorizes Escapades Memphremagog to use the Georgeville wharf as part of the Grand Cru cruises on Lake Memphremagog for the 2018 season.

THAT the Council authorizes the Mayor and the Director General to sign an agreement for and on behalf of the Municipality.

CARRIED

18-03-073

14.2 PRO-BASS Fishing Tournament at Forand Park

WHEREAS the municipality has received an application from PRO-BASS CANADA for the holding of a professional bass fishing tournament (live fish release) on Lake Memphremagog on Sunday, June 17, 2018;

WHEREAS PRO-BASS CANADA is requesting a free wash of boats, the launching and parking of the Forand Park for the duration of the tournament day, as well as the use of the municipality logo on their documents. publicity;

WHEREAS the activity entails the hiring of additional staff for the municipality, and that, consequently, the Council considers that the parking fees must be required;

WHEREAS the municipality has received several complaints and comments related to this activity;

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

THAT the preamble is an integral part of this resolution;

THAT the Municipality of Stanstead Township authorizes PRO-BASS CANADA to hold a professional bass fishing tournament (live fish release) on Lake Memphremagog on Sunday, June 17th, 2018;

THAT the Municipality of the Stanstead Township authorizes the free washing of the boats, the participants of the tournament, as well as the launching of the boats and decrees a fee of \$ 15 per day for the parking of each vehicle and trailers in the park Forand only for tournament participants for the duration of the tournament day only.

THAT the Council informs the organizers of the event so that they inform the participants in the activity of the need for these participants to respect the private property of the local residents and the speed limit stipulated, in order to maintain the tranquility of the citizens and the protection of the lake. Otherwise, the municipality will evaluate its future participation in the event.

CARRIED

18-03-074

14.3 Allocation of an amount to the ACCS for the rental of a space for the storage of furniture

WHEREAS since 2015, the Municipality has assumed the cost of storage for the property of ACCS following the closure / demolition of the Fitch Bay Community Center;

WHEREAS the municipality wishes to continue to pay for 2018;

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

THAT the Council allocates \$ 600 for the year 2018 to St-Éphrem Community for expenses related to the storage of ACCS furniture in the basement of St-Éphrem Church (\$ 50 / month).

THAT the amount of the expense be appropriate from the budget line 02 70120 996.

CARRIED

18-03-075

14.4 Call for tenders for professional services for two projects

WHEREAS the Municipality wishes to proceed with the modification of the service building at Thayer Park and the development of a lookout on Sheldon Road;

WHEREAS for these two projects, the awarding of contracts for the realization of plans and specifications for the purpose of inviting tenders is necessary;

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

THAT Council authorizes the Acting Director General to proceed with the call for tenders for professional services for the realization of the plans and specifications for the modification of the service building at Thayer Park and for the development of a Belvedere on Sheldon Road.

THAT Council authorizes, at the same time, the launching of a tender for construction.

CARRIED

18-03-076

14.5 Granting of terms of reference for the upgrading of the Narrows bridge rehabilitation costs

WHEREAS the municipality is in the process of obtaining the heritage classification of the Narrows Bridge;

WHEREAS this classification will allow the municipality to apply for financial assistance from the Ministry of Culture and Heritage for the rehabilitation of the bridge;

WHEREAS to make this request for financial assistance, it will be necessary to provide the estimated costs of rehabilitation;

WHEREAS Mr. Michael Grayson has already produced a preliminary study in 2013 and this study must be updated as part of the financial application;

***Proposed by Councillor Jean DesRosiers
Seconded by Councillor Mary Cartmel
It is resolved***

THAT the Council mandates Mr. Michael Grayson to study the costs of repairing the Narrows Bridge according to his service offer dated February 22, 2018 in the amount of \$ 2,800 plus applicable taxes.

CARRIED

15. VARIA

16. SECOND QUESTION PERIOD

18-03-077

17. CLOSING SITTING

The adjournment was proposed by Councillor Andrew Retchless, at 8:22 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.