

September 4<sup>th</sup>, 2018

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

**PRESENTS:** Councillors Mary Cartmel, Louise Hébert, Andrew Retchless, Jean DesRosiers, Pierre Martineau 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 six (6) 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.

18-09-201

**2. ADOPTION OF THE AGENDA**

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

THAT the agenda is adopted as it is.

18-09-202

**3. APPROVAL OF MINUTES**

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

THAT the minutes of August 6<sup>th</sup> 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 August. 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 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 of August 14<sup>th</sup> 2018 is tabled to the Council.

18-09-203

**8.4 Request for minor variance - lot 4 923 207- at 6 Rene Road**

*Before making the decision, the Mayor gives the floor to the owners concerned who wish to speak about their request.*

**WHEREAS** the owner of lot 4 923 207 located at 6 Rene Road requests a minor variance to allow a setback margin of 3.10 meters for the projected attached garage while the minimum stipulated in Zoning By-law 212-2001, Article 5.9 (f) is 7.5 meters;

**WHEREAS** this application relates to a provision that may be subject to a minor variance under the Minor Exemption By-law no. 217-2001 and that a notice has been published in accordance with section 145.6 of the Act respecting planning and urban planning, dated August 16<sup>th</sup>;

**WHEREAS** the Planning Advisory Committee has taken cognizance of the facts and recommends to Council to refuse the present request for a minor variance as presented for the reasons that the garage would be too close to the lot line and that the plaintiff did not demonstrate that it was impossible to locate elsewhere on his property that would comply with the by-law;

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

**THAT** the Council supports the recommendation of the Planning Advisory Committee and refuses this request for minor variance as presented for the reasons listed above.

CARRIED

18-09-204

**8.5 Request for minor variance - lot 4 992 075 - 900 Fullerton Road**

**WHEREAS** the owner of lot 4 992 075 located at 900 Fullerton Road requests a minor variance to allow a setback of 18.3 meters for a building accessory to the high-water mark in a natural landscape territory while the minimum setback margin to the lake prescribed for any building to Zoning By-law 212-2001 in Article 12.5.1 paragraph 3 (a) is 25 meters;

**WHEREAS** this application relates to a provision that may be subject to a minor variance under the Minor Exemption By-law no. 217-2001 and that a notice has been published in accordance with section 145.6 of the Act respecting planning and urban planning, dated August 16<sup>th</sup>;

**WHEREAS** the Planning Advisory Committee has taken cognizance of the facts and recommends to the Council to refuse the present request for a minor variance as presented on the grounds that the exemption is not minor but rather major and that the applicant also has the possibility to locate his building elsewhere on his property that would comply with the regulations;

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

**THAT** the Council supports the recommendation of the Planning Advisory Committee and refuses this request for minor variance as presented for the reasons listed above.

CARRIED

18-09-205

**8.6 Request for minor variance - lot 4 923 434- at 460 Alger Nord Road**

**WHEREAS** the owner of lot 4 923 434 located at 460 Algiers Nord Road requests a minor variance to allow the extension to the main building to be located 14.7 meters from the high-water mark while the regulations require 18 meters when the building is protected by acquired rights, all in accordance with Zoning By-law 212-2001 in section 12.5.1;

**WHEREAS** this application relates to a provision that may be subject to a minor variance under the Minor Exemption By-law no. 217-2001 and that a notice has been published in accordance with section 145.6 of the Act respecting the planning and urban planning, dated August 16<sup>th</sup>;

**WHEREAS** the Planning Advisory Committee has taken cognizance of the facts and recommends to the Municipal Council to accept the present request for minor exemption as presented;

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

**THAT** the Council supports the recommendation of the Planning Advisory Committee and accepts this minor exemption request as presented.

CARRIED

**8.7 By-law No. RU-2018-417 concerning alarm systems - Notice of motion and tabling**

Councillor Pierre Martineau gives notice of motion that at a future meeting of this Council, a by-law number RU-2018-417 concerning alarm systems will be presented for adoption.

The purpose of this regulation is to regulate the installation and operation of alarm systems in the territory of the municipality and thus be able, among other things, to remedy the problems caused by frequent false alarms.

Filing of the draft by-law is done, which is available now for consultation.

Council members acknowledge that they have received a copy of the draft bylaw no later than three days before the meeting and waive its reading.

**8.8 By-law No. RU-2018-418 on Parking and Public Road Management Notice of Motion and tabling**

Councillor Jean DesRosiers gives notice of motion that at a future meeting of this Council, a by-law number RU-2018-418 concerning parking and the management of public highways will be presented for adoption.

The purpose of this by-law is to regulate the parking and management of public roads on the municipal territory.

Filing of the draft by-law is done, which is available now for consultation.

Council members acknowledge that they have received a copy of the draft bylaw no later than three days before the meeting and waive its reading.

**8.9 By-law No. RU-2018-419 concerning security, peace and order – Notice of Motion and tabling**

Councillor Mary Cartmel gives notice of motion that at a future meeting of this Council, a by-law number RU-2018-419 concerning security, peace and order will be presented for adoption.

The purpose of this by-law is to ensure security, peace and order in the municipality.

Filing of the draft by-law is done, which is available now for consultation.

Council members acknowledge that they have received a copy of the draft bylaw no later than three days before the meeting and waive its reading.

**8.10 By-law No. RU-2018-420 concerning nuisances - Notice of motion and deposit**

Councillor Christian Laporte gives notice of motion that at a future meeting of this Council, a By-law No. RU-2018-420 concerning nuisances will be presented for adoption.

The purpose of this by-law is to define what constitutes a nuisance, to suppress it and to impose fines on offenders within the territory of the municipality.

Filing of the draft by-law is done, which is available now for consultation.

Council members acknowledge that they have received a copy of the draft bylaw no later than three days before the meeting and waive its reading.

**8.11 By-law RU-2018-421 on door-to-door selling- Notice of Motion and tabling**

Councillor Christian Laporte gives notice of motion that at a future meeting of this Council, a by-law number RU-2018-421 on door-to-door selling will be presented for adoption.

The purpose of this by-law is to regulate hawking on the territory of the municipality.

Filing of the draft by-law is done, which is available now for consultation.

Council members acknowledge that they have received a copy of the draft by-law no later than three days before the meeting and waive its reading.

**9. ENVIRONMENT**

18-09-206

**9.1 By-law No. 414-2018 amending by-law 386-2016 decreeing the creation of a program for upgrading septic installations - Adoption**

**WHEREAS** at the regular meeting of August 6<sup>th</sup>, Councillor Louise Hébert gave a notice of motion announcing the adoption at a later meeting of By-law No. 414-2018;

**WHEREAS** the purpose of this by-law is to modify the conditions of eligibility, the deadlines for making such a request and the duration of the program;

**WHEREAS** the Council has made the following change since the tabling of the draft by-law: that merchants are henceforth eligible for the program;

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

**THAT** Council adopts by-law no. 414-2018 amending by-law no. 386-2016 decreeing the creation of a program for upgrading septic installations.

**THAT** Council members acknowledge having received a copy of the by-law no later than three days before the meeting and waive its reading.

**THAT** copies of the said by-law have been made available to the public since the beginning of the meeting.

CARRIED

**10. PUBLIC WORKS AND INFRASTRUCTURE**

18-09-207

**10.1 By-law no. 415-2018 concerning the speed limit of Magoon Point Road - Adoption**

**WHEREAS** at the regular meeting of August 6<sup>th</sup>, Councillor Mary Cartmel gave a notice of motion announcing the adoption at a later meeting of by-law no. 415-2018;

**WHEREAS** the purpose of this by-law is to set the speed limit on a section of Magoon Point Road;

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

**THAT** Council adopts By-law no. 415-2018 concerning the speed limit of Magoon Point Road.

**THAT** Council members acknowledge having received a copy of the by-law no later than three days before the meeting and waive its reading.

**THAT** copies of the said by-law have been made available to the public since the beginning of the meeting.

CARRIED

## **11. TREASURER AND ADMINISTRATION**

18-09-208

### **11.1 Approval of accounts paid and payable**

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

**THAT** Council approves the list of submitted accounts payable for the months of August and September 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	\$ 31 969.14
Total accounts payable:	\$206 794.67

**THAT** Council approves the list of salaries for the month of August 2018 for an amount of \$ 55 851.92

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 \$ 359.08
- Infrastructure Inspector's Report \$ 4 947.32
- Fire Chief's Report \$ 0

### **11.3 By-law no. 422-2018 decreeing the budget control and monitoring rules and a delegation of certain powers of the council - Notice of motion and tabling**

Councillor Jean DesRosiers gave notice of motion that at a future meeting of Council, a by-law bearing the number no. 422-2018 decreeing the rules of budgetary control and follow-up and a delegation of certain powers of the council will be presented for adoption.

The purpose of this by-law is to repeal By-law no. 381-2015 and its amendment no. 402-2017, and to provide the authority to spend and contract certain municipal employees, subject to certain conditions.

Filing of the draft by-law is done, which is available now for consultation.

Council members acknowledge that they have received a copy of the draft bylaw no later than three days before the meeting and waive its reading.

18-09-209

### **11.4 Mandate of professional services for the year 2019 to Monty Sylvestre, legal advisers inc.**

**WHEREAS** the municipality has been dealing with Monty Sylvestre legal counsel for several years and wishes to continue in this direction for the next year;

**WHEREAS** Monty Sylvestre sent his offer of service and suggests the consulting fee, which offers a time bank at a lower rate;

**WHEREAS** once this bank runs out, the municipality will be charged at the regular rate according to the tariff of the lawyer who worked on the file;

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

**THAT** the Council authorizes the mayor and the director general or any other representative mandated by the general management to use the services of Monty Sylvestre, legal advisers inc. from the bank of hours and, if necessary, to the consultation service, for the period from January 1<sup>st</sup> to December 31<sup>st</sup>, 2019.

**THAT** the amount of the expense is to be provided for in the 2019 budget.

CARRIED

18-09-210

**11.5 Designation of the representative for Revenu Québec**

**WHEREAS** the municipality must re-appoint a representative to consult and act for and on behalf of Revenu Québec with Revenu Québec;

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

**THAT** Council designates Director General Josiane Hudon as representative to Revenu Québec to be authorized to:

- Consult the company's file and act in the name and on behalf of the company, for all periods and all taxation years (past, current and future), which includes the power to participate in any negotiation with Revenu Québec, with respect to any information the latter holds about the business for the application or enforcement of tax laws, the Excise Tax Act and the Act to facilitate the payment of support by contacting them by telephone, in person, in writing or through online services;
- Register the business for the Revenu Québec files;
- Sign an authorization or power of attorney in the name and on behalf of the enterprise, waive or revoke it, as the case may be;
- Register the company at clicSÉCUR - Entreprises and My Business Account;
- Consult the company's file and act in the name and on behalf of the company, in accordance with the conditions of use of My file for businesses, on the website of Revenu Québec.

**THAT** the Council accepts that the Minister of Revenue provide the representative with the information he has on the business that is necessary for the registration in My Account for businesses or Revenu Québec files.

CARRIED

18-09-211

**11.6 Training for the Director General on New Municipal Contract Tools - Bill 122**

**WHEREAS** the Director General would like to participate in the training on the new municipal contractual tools offered by COMAQ;

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

**THAT** the Council grants the expense of \$ 455 plus taxes for the registration of the Director General for the training entitled: "Bill 122: Legal, Practical and Strategic Aspects of the New Municipal Contractual Tools Including the Updating of the Bill 155 ", offered by COMAQ on November 9<sup>th</sup> in Drummondville.

**THAT** expenses related to parking and travel expenses be reimbursed upon presentation of supporting documents and in accordance with the employee's manual.

**THAT** the amount of the expense be appropriate from the budget lines 02 13000 454 and 02 13000 310.

CARRIED

**12. ENVIRONMENTAL HEALTH**

**13. PUBLIC SAFETY**

**13.1 Adoption of the updated civil security plan**

**WHEREAS** the civil security plan was adopted at the October 2<sup>nd</sup>, 2013 municipal council meeting, as it appears in resolution 13-10-572;

**WHEREAS** the said plan has since been revised and it is appropriate to formally adopt the updated version;

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

**THAT** the Council adopts the updated civil security plan.

**THAT** this resolution be forwarded to Mrs. Catherine Otis, Civil Security Advisor, Ministry of Public Security.

CARRIED

**14. RECREATION AND CULTURE**

**15. VARIA**

**16. SECOND QUESTION PERIOD**

18-09-213

**17. CLOSING SITTING**

The adjournment was proposed by Councillor Andrew Retchless, at 8:10 P.M.

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Mrs. Francine Caron Markwell  
**Mayor**

\_\_\_\_\_  
Me Josiane Hudon  
**Director General and Secretary-  
Treasurer**

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