

January 14th, 2019

A regular sitting of the Council of the Municipality of Stanstead Township held on the **FOURTEENTH day of JANUARY of the year two thousand NINETEEN**, 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 Director General and Secretary-Treasurer, Mrs. Josiane Hudon 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.

19-01-303

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.

CARRIED

19-01-304

3. APPROVAL OF MINUTES

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

THAT the minutes of December 3rd and 18th, 2018.

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

The report of December 12th is tabled to the Council and duly noted.

19-01-305

8.4 Minor variance request - lot 4 922 703- at 67 Arrow Head

WHEREAS the owner of lot 4 922 703 located at 67 Arrow Head, requests a minor variance to allow a 1.95-meter lateral setback for the existing accessory building while the minimum stipulated in the Zoning By-law 212-2001, in section 5.9 (f) is 2 meters;

WHEREAS this application relates to a provision that may be subject to a minor derogation under the Minor Variance By-law number 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 December 20th;

WHEREAS the Planning Advisory Committee has taken note of the facts and recommends that Council accept the present request;

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

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

CARRIED

19-01-306

8.5 Minor variance request - lots 4 923 263, 4 923 264 - at 26 Lac Lovering Road

WHEREAS the owner of lots 4 923 263 and 4 923 264 located at 26 Lake Lovering, requests a minor variance to allow to add a floor to a derogatory building protected by acquired rights whose implementation does not respect the front setback margin minimum of 7.5 meters, but has a front setback margin of 6.71 meters whereas Zoning By-law 212-2001 in section 3.6 states that it is not permitted to add a floor to a derogatory building protected by acquired rights whose location does not respect the minimum front setback margin;

WHEREAS this application relates to a provision that may be subject to a minor variance under the Minor variance By-law number 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 December 20th;

WHEREAS the Planning Advisory Committee has taken note of the facts and recommends that Council accepts the present request;

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

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

CARRIED

19-01-307

8.6 Service offer from the Heritage Renovation Assistance Service (SARP)

WHEREAS the Heritage Renovation Assistance Service (SARP) offers their expertise to support rural and urban communities to enhance heritage, contemporary and territorial buildings;

WHEREAS as part of the implementation of the 2018-2020 Cultural development agreement, the MRC Memphrémagog wishes to offer advisory services to municipalities in order to promote the preservation and enhancement of the territory's heritage features;

WHEREAS SARP offers various components, including component 2, which consists of a renovation consulting service, which allows them to accompany the citizen during a renovation request, either residential or commercial;

WHEREAS the municipality wishes to retain their service for this component;

***Proposed by Councillor Jean DesRosiers
Seconded by Councillor Christian Laporte***

It is resolved

THAT the Council accepts the SARP service offer, for component 2, renovation service, in the amount of \$ 800 per file in the residential sector, and \$ 1,300 in commercial and \$ 700 per display, amounts to be also assumed jointly with the MRC (50% by the municipality and 50% by the MRC). The municipality reserves the right to charge a portion of these fees to the citizen / organization.

THAT the amount of the expense will be appropriate to budget item No. 02 62101 996.

CARRIED

9. ENVIRONMENT

10. PUBLIC WORKS AND INFRASTRUCTURE

19-01-308

10.1 TECQ 2014-2018 -- Work schedules

WHEREAS the municipality has taken note of the Guide to the terms and conditions for the payment of the Government's contribution under the Quebec Gas Tax and Contribution Program (TECQ) for the years 2014 to 2018;

WHEREAS the municipality must respect the terms of this guide that apply to it to receive the government contribution confirmed in a letter from the Minister of Municipal Affairs and Housing;

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

THAT the municipality agrees to respect the terms of the guide that apply to it.

THAT the municipality undertakes to be solely responsible and to release Canada and Quebec as well as their ministers, senior officials, employees and agents from all liability for claims, requirements, losses, damages and costs of all kinds based on an injury to a person, the death of the person, damage to property or loss of property due to a willful or negligent act resulting directly or indirectly from investments made with the financial assistance obtained under the 2014-2018 TECQ program;

THAT the municipality approves the contents and authorizes sending to the Ministry of Municipal Affairs and Housing the work program attached to this and all the other documents required by the Ministère to receive the government contribution which has been confirmed in a letter from the Minister of Municipal Affairs and Housing.

THAT the municipality commits to achieving the minimum threshold of fixed assets in municipal infrastructure set at \$ 28 per inhabitant per year, for a total of \$ 140 per inhabitant for all five years of the program;

THAT the municipality undertakes to inform the Ministry of Municipal Affairs and Housing of any modification that will be made to the work program approved by this resolution.

THAT the municipality certifies by this resolution that the attached work program includes actual costs incurred.

CARRIED

19-01-309

10.2 Installation of " Motor Savers " for Pumps at Georgeville Pump Station

WHEREAS Council replaced the pump at the Georgeville pump station last December (18-12-277);

WHEREAS it is necessary to acquire motor savers in order to prevent pumps from pumping dry and thus burning;

***Proposed by Councillor Pierre Martineau
Seconded by Councillor Mary Cartmel***

It is resolved

THAT the Council accepts the submission of the company R. Fontaine Pumps at a cost of \$ 1,674.50 plus taxes for the installation of the "motor savers" at the pumps of the pumping station in Georgeville.

THAT the amount of the expenses is appropriate from budget item no. 02 41501 526.

CARRIED

19-01-310

10.3 Local road assistance program - Confirmation of work

WHEREAS the municipality passed resolution no. 18-10-225 last October in order to approve the expenses for the work carried out on its various roads as part of the program of assistance to the local roads;

WHEREAS it is necessary to modify certain work carried out;

WHEREAS the Municipality obtained a grant of \$ 17,880 under the Specific improvement projects component for the 2018-2019 fiscal year - file 27087-1;

WHEREAS the Municipality received a grant of \$ 12,242 under the Specific Improvement Projects - Envelope for Major or Supra-Municipal Projects for the 2018-2019 Fiscal Year - file 27658-1;

WHEREAS the Municipality has obtained a grant of \$ 39,180 for road improvement works of the municipality for the fiscal year 2018-2019 - file 25722-2;

WHEREAS all the work has been carried out in accordance with these expenses on the roads;

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

THAT Council approves the expenses for the work carried out on the following roads:

- File 27087-1: Amy, for a subsidized amount of \$ 17,880;
- File 27658-1: Amy, for a subsidized amount of \$ 12,242;
- File 25722-2: Bell and Marlinton, for a subsidized amount of \$ 39,180.

THAT the work has been carried out in accordance with these expenditures on the roads under the management of the municipality and that the audit file has been established.

THAT this motion replaces and repeals motion no. 18-10-225.

CARRIED

11. TREASURER AND ADMINISTRATION

19-01-311

11.1 Approval of accounts paid and payable

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

THAT Council approves the list of submitted accounts payable for the months of December 2018 and January 2019, 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	\$137 890.99
Total accounts payable:	\$ 70 216.86

THAT Council approves the list of salaries of \$46 032.38 for December 2018.

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 \$ 44.79
- Infrastructure Inspector's Report \$ 4 716.29

19-01-312

11.3 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 2019 in the Association of Municipal Directors of Quebec (hereinafter ADMQ);

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

THAT Council renews the membership of the Director General for the year 2019 in the ADMQ, at a cost of \$ 463 plus taxes as well as insurance in the amount of \$ 348 including taxes. The amount of the expenditure will be appropriate to budget number 02 13000 494.

CARRIED

19-01-313

11.4 Insurance renewal with the MMQ

WHEREAS the Council renewed the insurance policy with the MMQ last December (18-12-284) for \$ 26 773 taxes included for the year 2019;

WHEREAS an amount of \$ 655 must be added for management and volunteer accidents;

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

THAT Council renews the insurance policy for these parties with the MMQ for an amount of \$ 655 taxes included for the year 2019.

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

CARRIED

19-01-314

11.5 Training for the Director General managerial courage

WHEREAS the Director General would like to participate in the training on managerial courage (program of studies in municipal performance management) offered by COMAQ;

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

THAT the Council grants the expense of \$ 565 plus taxes for the registration of the Director General for the training entitled: "Managerial Courage", offered by the COMAQ on February 14th in Longueuil.

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

19-01-315

11.6 Increase in the line of credit

WHEREAS the Council opened a line of credit in December 2015 of \$ 300 000 (2015-12-407) and that it would be appropriate to increase it;

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

THAT Council authorizes the increase of the line of credit with National Bank from \$ 300,000 to \$ 600,000.

THAT the Council authorizes and mandates the mayor or, in her absence, the acting mayor, as well as the director general or, in her absence, her assistant, to sign for and on behalf of the municipality the said agreement.

CARRIED

12. ENVIRONMENTAL HEALTH

19-01-316

12.1 Approval of the form "Annual Report of Drinking Water"

WHEREAS the annual drinking water usage report was submitted by the Director General to MAMH;

WHEREAS the departmental analysis was conducted and the report approved by the department;

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

THAT Council approves the annual report of drinking water 2017, as deposited.

CARRIED

13. PUBLIC SAFETY

19-01-317

13.1 Disaster Assistance Agreement with the Canadian Red Cross

WHEREAS the Red Cross states that it is a non-profit humanitarian organization with resources and expertise that can assist and support, as an auxiliary public authority, the municipalities, during a minor or major disaster and this, according to the availability of its human and material resources;

WHEREAS the municipality is already a partner of the organization and wishes to renew the agreement for a period of three years, 2019, 2020 and 2021 for minor and major disasters, at a rate of \$ 170 plus applicable taxes per year;

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

THAT the Council agrees to renew the agreement with the Canadian Red Cross for a period of three years, 2019, 2020 and 2021 for minor and major disasters, at a cost of \$ 170 plus applicable taxes for each year;

THAT the Council authorizes and mandates the mayor or, in her absence, the acting mayor, as well as the director general or, in her absence, her assistant, to sign for and on behalf of the municipality the said agreement.

THAT the amount of the expenditure be appropriate from budget item no. 02 22000 494.

CARRIED

19-01-318

13.2 Formation of the committee for the fire hall / town hall / community center

WHEREAS it is necessary to appoint new members for the fire hall / Town Hall / Community Center Committee;

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

THAT Council designates new members of the fire hall / Town Hall / Community Center Committee: Mayor Francine Caron-Markwell, Councillors Andrew Retchless, Mary Cartmel, Christian Laporte and Jean DesRosiers, Director General Josiane Hudon, and Chief Fire Prevention Officer Brian Wharry will be invited when it comes to the fire hall part.

THAT motions nos. 16-10-661 and 18-06-148 be repealed and replaced by the present.

CARRIED

19-01-319

13.3 Telmatik Service Offer - Public Alerting System

WHEREAS the municipality wishes to implement a system of warning and notification to the population especially in case of emergency;

WHEREAS the municipality has received a service offer from Telmatik as such;

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

THAT Council accepts Telmatik's service offer in the amount of \$ 1,500 for annual fees plus \$ 350 for implementation costs.

THAT the amount of the expense will be appropriate to budget item no. 02 23000 429.

CARRIED

14. LEISURE AND CULTURE

15. VARIA

16. SECOND QUESTION PERIOD

19-01-320

17. CLOSING SITTING

The adjournment was proposed by Councillor Andrew Retchless, at 8:09 P.M.

Mrs. Francine Caron Markwell
Mayor

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

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