

May 6<sup>th</sup>, 2019

A regular sitting of the Council of the Municipality of Stanstead Township held on the **SIXTH day of MAY of the year two thousand NINETEEN**, 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, Mrs. Caroline Rioux was also present in accordance with the *Law of Municipal Code*.

There were twenty-four (24) 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.

19-05-403

**2. ADOPTION OF THE AGENDA**

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

**THAT** the agenda is adopted with the proposed modification by adding 11.11.

19-05-404

**3. APPROVAL OF MINUTES**

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

**THAT** the minutes of April 1<sup>st</sup> and April 17<sup>th</sup> 2019 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 correspondences 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 April. A copy of the report was presented to the Council and duly noted.

**8.2 Tabling of the Forest Inspection Report**

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

**8.3 Tabling the minutes of the Planning Advisory Committee**

The report of April 10<sup>th</sup> is tabled to the Council and duly noted.

19-05-405

**8.4 PIIA request for St-Matthias Church -lot 4 922 956 – Sheldon Rd**

**WHEREAS** St Matthias Anglican Church has presented a renovation project for the church and the community center at 817 and 821 Sheldon Road on lot 4 922 956;

**WHEREAS** lot 4 922 956 is located in zone Cb-1;

**WHEREAS** the area concerned is subject to a site planning and architectural integration plan type 2 (P.I.I.A.-2);

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

**WHEREAS** the project must be in harmony with the existing built environment;

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

**WHEREAS** the Planning Advisory Committee has taken cognizance of the facts and after a first analysis is favorable to the present request for PIIA, but recommends a second presentation in order to:

- Demonstrate the treatment of backfill around the foundations in the event that this foundation is raised 24 inches from the sketches and plans presented;
- Include the final exterior layout of the land for building facades, for parking and especially for landscaping;
- Demonstrate the location of the trees planted to replace the large cut pine, and indicate their species and sizes;
- Present a final construction plan with elevations, including the entrance to the community hall (option 1 or 2) and the access ramp for people with reduced mobility if required;
- Include details of the materials used to repair the exterior siding and the expected result.

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

**THAT** the preamble is an integral part of this resolution;

**THAT** Council supports the Planning Advisory Committee's recommendation and expresses its favorable appreciation of this request for a PIIA, including the conditions specified.

CARRIED

**9. ENVIRONMENT**

19-05-406

**9.1 Financial assistance for the continuation of the Eurasian water milfoil Project**

**WHEREAS** the Lake Lovering Conservation Society has submitted a request for financial assistance as part of its milfoil control activities at Lovering Lake;

**WHEREAS** Council is in favor of this support;

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

**THAT** Council grants financial support of \$ 5,000 for the milfoil fighting project at Lake Lovering for the year 2019.

**THAT** the expense be allocated to 02 47000 990.

CARRIED

19-05-407

**9.2 Financial assistance for the control of invasive plants presented by Memphremagog Conservation inc.**

**WHEREAS** Memphrémagog Conservation inc has a project for the revegetation of a controlled site as part of its invasive plant control activities in the territory of the municipality;

**WHEREAS** Council is in favor of this support;

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

**THAT** Council grants a financial support of \$ 1,000 for the revegetation project of a controlled site whose activity will take place on Saturday, May 18<sup>th</sup>, 2019.

**THAT** the expense be allocated to 02 47000 990.

CARRIED

19-05-408

**9.3 Authorization of expenditure for the manufacture of secchi disks.**

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

**THAT** Council authorizes the purchase of material necessary for the production of secchi disks allowing the evaluation of the transparency of the water for a maximum amount of 300.00 \$.

**THAT** the expense be allocated to 02 47000 990.

CARRIED

19-05-409

**9.4 Support to the citizen declaration**

**CONSIDERING** the increase in the atmosphere of greenhouse gases (mainly from industry and transport) and the increase in the average temperature of the globe, which, by its speed, has unprecedentedly disrupted the global climate;

**CONSIDERING** the need to reduce emissions and deploy climate change adaptation measures;

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

**THAT** the Municipality of Stanstead Township recognizes that significant changes in the areas of land use planning, energy, industry, building, transportation and urban planning are needed to limit global warming as revealed by the Intergovernmental Panel on Climate Change;

**THAT** the municipality takes into consideration these climatic changes and adapts to the best of its ability, its decisions and actions in connection with the universal declaration of climate emergency.

CARRIED

**10. PUBLIC WORKS AND INFRASTRUCTURE**

19-05-410

**10.1 Rental of a truck for the summer season**

**WHEREAS** the growing needs of the municipal road sector and the evaluation made by the municipal road committee;

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

**THAT** Council authorizes the rental of a truck for a period of 3 months during the summer;

CARRIED

19-05-411

**10.2 Parking Drainage at Copp Square**

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

**THAT** the Council authorizes the drainage works at the Copp Square parking lot by Excavation Renaud Bélanger for which they submitted the hourly rate of \$ 92 / hr for the excavator and \$ 85 / hr for the truck, as well as for the equipment needed for the installation.

CARRIED

19-05-412

**10.3 By-law No. 431-2019 concerning the closure of part of Bégin and Noël Roads to the circulation of motorized vehicles, and allowing pedestrian and bicycle access to the public and to motorized vehicles belonging solely to contiguous owners - Adoption**

**WHEREAS** during the regular meeting of April 1<sup>st</sup>, Councillor Pierre Martineau gave a notice of motion announcing the adoption at a later meeting of by-law no. 431-2019;

**WHEREAS** the purpose of this by-law is to close part of Bégin and Noël Roads to motorized vehicles, and to provide pedestrian and bicycle access to the public and to motorized vehicles belonging solely to contiguous owners;

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

**THAT** Council adopts by-law no. 431-2019 concerning the closure of a portion of Bégin and Noël Roads to vehicular traffic, and allowing pedestrian and bicycle access to the public and to motorized vehicles belonging solely to contiguous owners;

**THAT** council members acknowledge that they have 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

19-05-413

**10.4 Local road maintenance assistance program - Certificate of expenditure 2018**

**WHEREAS** the *le ministère des Transports* paid compensation of \$ 127,433 for the maintenance of the local road network for the calendar year 2018;

**WHEREAS** following the changes made by the Ministry of Municipal Affairs and Housing (MAMH), the municipality must certify and confirm the use of this amount;

**WHEREAS** the compensation distributed to the municipality concerns the routine and preventive maintenance of local roads 1 and 2 as well as the elements of the bridges, located on these roads, for which the municipality is responsible;

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

**THAT** the Council certifies the expenditures of \$ 256,326 for winter maintenance and \$ 188,748 for summer maintenance totaling eligible expenses incurred during the year 2018 of \$ 445,074 on local roads 1 and 2, for which the municipality is

responsible for routine and preventive maintenance, in accordance with the objectives of the Local Road Maintenance Assistance Program.

CARRIED

## **11. TREASURER AND ADMINISTRATION**

19-05-414

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

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

**THAT** Council approves the list of submitted accounts payable for the months of April and May 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	\$210 248.68
Total accounts payable:	\$ 60 162.77

**THAT** Council approves the list of salaries for the month of April 2019 namely: \$27 144.32.

CARRIED

### **11.2 Report of the delegation of authority**

The report of the delegation of powers of the Director General, responsible for roads and infrastructure, and the Fire Chief are filed with the Council members.

- Director General's Report \$ 539.75
- Infrastructure Inspector's Report \$ 5 219.36

19-05-415

### **11.3 Accounting Basics Training**

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

**THAT** the Council authorizes the registration of the Director General assistant for a webinar entitled "Basic Accounting Concept" at a cost of \$ 250.00 plus applicable taxes per participant offered by PG Solution.

CARRIED

19-05-416

### **11.4 Training "Access to Information and Protection of Personal Information"**

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

**THAT** the Council authorizes the registration of the Director General assistant for a Wolters Kluwer training in Brossard entitled "Access to Information and Protection of Personal Information" at a cost of \$ 545.00 plus applicable taxes per participant.

**THAT** the expenses related to this training be reimbursed according to the policy in force.

CARRIED

19-05-417

### **11.5 Amendment to motion 19-04-386 concerning the attendance allowance for meetings at the Intermunicipal Solid Waste Management Board of the Coaticook Region and the Régie incendie Memphrémagog Est**

**WHEREAS** the motion no. 19-04-386 indicated the uptake of the allocations of the Memphrémagog-Est Fire Board and that this allocation is still under the responsibility of this Régie,

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

**THAT** the municipal council amends motion 19-04-386 in order to withdraw the allocation of the attendance allowance at meetings of the Memphremagog-Est Fire Board.

CARRIED

19-05-418

**11.6 By-law no. 432-2019 amending by-law no. 389-2016 decreeing an expenditure of \$ 500,000 and a loan of \$ 500,000 for the purposes of financing the upgrading program for septic installations - Adoption**

**WHEREAS** at the regular meeting of April 1<sup>st</sup>, Councilor Andrew Retchless gave a notice of motion announcing the adoption of by-law 432-2019 at a later meeting;

**WHEREAS** this by-law amends by-law 389-2016 decreeing an expenditure of \$ 500,000 and a loan of \$ 500,000 for the purposes of financing the upgrading program for septic installations

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

**THAT** the council adopts by-law no. 432-2019 amending by-law no. 389-2016 decreeing an expenditure of \$ 500,000 and a loan of \$ 500,000 for the purpose of financing the septic upgrading program;

**THAT** council members acknowledge that they have 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

19-05-419

**11.7 Application for amendment to the *Engineers Act***

**WHEREAS** the *Engineers Act* (chapter1-9) stipulates in article 2a) that: "Work of the nature of the latter, after the description described, constitutes the engineer's field of practice: a) railway yards, public roads, airports, bridges, overpasses, tunnels and facilities connected to a transportation system, whose costs exceed \$ 3,000; "

**WHEREAS** this section of the Act has not been amended since 1973, i.e. for more than 45 years, and therefore the amount of \$ 3,000 should be indexed to reflect the reality of the current costs of work of the nature of those mentioned above;

**WHEREAS** the Council of the Municipality of Stanstead Township is proposing an amendment to Section 2 (a) of the *Engineers Act* which would increase the amount of \$ 3,000 to \$ 25,000 or more;

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

**THAT** the Municipality of Stanstead Township asks the President of the Fédération Québécoise des Municipalités, Mr. Jacques Demers, to encourage the provincial government to amend the *Engineers Act*, as mentioned above;

**THAT** the Municipality of Stanstead Township invites the other Quebec municipalities to ask the members of Parliament and the provincial government to support this amendment to the *Engineers Act*;

**THAT** a copy of this resolution be sent to the Premier of Quebec, the President of the FQM, the MRC Memphremagog and all its municipalities.

CARRIED

19-05-420

**11.8 Snow Removal on Highway 55 - Request for a correction to the MTQ**

**WHEREAS** Highway 55 is a key road in Quebec, being one of only two Quebec highways giving access to US customs;

**WHEREAS** many drivers and citizens deplore the poor winter maintenance of this highway, especially snow removal and icebreaking;

**WHEREAS** this lack of proper maintenance is detrimental to the economic development of the region and poses a significant risk to the safety of road users;

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

**THAT** Council deplores the lack of winter maintenance on Highway 55;

**THAT** Council urges the Quebec Ministry of Transport to make the necessary corrections on this subject;

**THAT** copy of this motion be forwarded to the municipalities affected by this problem, to the regional head of the Ministère des Transports du Québec, to the MNA of the County of Orford and to the prefect of the MRC Memphrémagog.

CARRIED

19-05-421

**11.9 Designation as a celebrant for a Civil Marriage or a Civil Union**

**WHEREAS** articles 366 and 521.3 (2) of the Civil Code of Québec allow mayors and members of municipal councils to request the Registrar of Civil Status (formerly the Ministry of Justice) to be designated as competent to celebrate marriages or civil unions.

**WHEREAS** the wish of Mayor Francine Caron Markwell to act as competent celebrant on the territory of the Municipality of Stanstead Township.

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

**TO** ask the Director of Civil Status to recognize the Mayor Francine Caron Marwell as a competent celebrant in the territory of the Municipality of Stanstead Township and to issue her a celebrant's number.

CARRIED

19-05-422

**11.10 Adoption of the procedure for the receipt and examination of complaints made in the concluding of the award of a contract.**

**WHEREAS** Act 108 requires municipalities to have a procedure for the receipt and review of complaints with respect to public bid solicitation processes and notices of intention to enter into a voluntary contract by agreement with a sole supplier;

**WHEREAS** this procedure must be adopted before May 25<sup>th</sup>, 2019;

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

**THAT** the Council adopt the Procedure for the Receipt and Examination of Complaints Made in the Conferencing or Awarding of Contracts dated May 25, 2019.

CARRIED

19-05-423

**11.11 Congress of the Association of Municipal Directors of Quebec (ADMQ)**

**WHEREAS** the Congress of the Association of Quebec Municipal Directors (ADMQ) will be held on June 12, 13 and 14 in Quebec City;

**WHEREAS** the Acting Director General has shown interest in participating;

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

**THAT** the Council authorizes the registration at the 2019 ADMQ Conference of the Acting Director General, Ms. Caroline Rioux, in the amount of \$ 539 plus 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

CARRIED

## **12. ENVIRONMENTAL HEALTH**

### **13. PUBLIC SAFETY**

19-05-424

#### **13.1 Registration at the 2019 Civil Protection Congress**

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

**THAT** the Council authorizes the registration of Mrs. Louise Hébert and Ms. Nancy Vanasse at the Congress on Civil Security 2019 which will take place in Quebec City on October 1<sup>st</sup> and 2<sup>nd</sup>, at a cost of \$ 350.00 per participant;

**THAT** the expenses related to this training be reimbursed according to the policy in force.

**THAT** this expense be made out of the grant obtained.

CARRIED

19-05-425

#### **13.2 Purchase of equipment**

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

**THAT** Council authorizes the purchase of:

- 4 portable Kenwood UHF DMR and analog radios including accessories, such as Communication Plus 8704 in the amount of \$ 2,800 plus applicable taxes, to the extent that these radios are compatible with the Eastern Fire Board ;
- A spill kit from TENAQUIP for \$ 689.00 plus applicable taxes.

**THAT** this expense be made out of the grant obtained.

CARRIED

## **14. RECREATION AND CULTURE**

19-05-426

#### **14.1 Volunteers Day Event**

**WHEREAS** the Volunteer's Day will be held on May 17<sup>th</sup>;

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

**THAT** Council authorizes \$ 1,000 maximum including taxes for the organization of the special day on May 17<sup>th</sup>.

**THAT** the amount of the expenditure is appropriate from budget item no. 02 11000 493.

CARRIED



19-05-427

**14.2 Canada Day parade**

**WHEREAS** Canada Day, organized by the Georgeville Community Association will take place this year on June 29th;

**WHEREAS** the organizing committee requests that the Copp Square be closed for a certain time;

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

**THAT** Council accepts the closing of the Carré Copp from approximately 1:00 pm to 2:00 pm on June 29, as part of Canada Day.

**THAT** the cost of insurance in civil responsibility (with the exception of an incident which would take place in the Square Copp and which would be the responsibility of the municipality) concerning will be borne by the Association and the Association has been so informed by the Executive Director.

**THAT** Council advises that the Georgeville Community Association should contact the Régie incendie de l'Est to obtain the presence of firefighters, if any.

CARRIED

19-05-428

**14.3 Community Celebration event**

**WHEREAS** the Community Feast will be held on May 31st;

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

**THAT** Council authorizes a maximum expenditure of \$ 500 taxes included for the organization of the party on May 31st.

**THAT** the amount of the expense is appropriate from budget item no. 02 11000 493.

CARRIED

19-05-429

**14.4 National Day Event**

**WHEREAS** the National Day will be held on June 23<sup>rd</sup>;

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

**THAT** the Council authorizes a maximum expenditure of \$ 5,000 taxes included for the organization of the national holiday on June 23<sup>rd</sup>.

**THAT** the amount of the expense is appropriate from budget item no. 02 11000 493.

CARRIED

**15. VARIA**

**16. SECOND QUESTION PERIOD**

19-05-430

**17. CLOSING SITTING**

The adjournment was proposed by Councillor Andrew Retchless, at 8:21 P.M.

\_\_\_\_\_  
Mrs. Francine Caron Markwell  
Mayor

\_\_\_\_\_  
Mrs. Caroline Rioux  
The Acting Director General and  
Secretary-Treasurer

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