

**MINUTES
VILLAGE OF NORTH HATLEY**

JULY 2, 2013

AT A REGULAR MEETING of the Municipal Council at the Community Centre at 7:00 p.m.

PRESENT are the following councillors :

- | | | | |
|----|-----------------|----|------------------|
| 1. | | 4. | Carrol Haller |
| 2. | Michael Dudgeon | 5. | Dara Jane Loomis |
| 3. | | 6. | Gérald Ostiguy |

ABSENT: Line Fortin, Michael Page

QUORUM is present, with Mr. Michael Munkittrick presiding as acting mayor.

ALSO PRESENT is Mr. Léonard Castagner, Town Manager and Secretary-Treasurer.

AGENDA

1. Adoption of the Agenda
2. Report from the councillors
3. Question period
4. Adoption of the Minutes of the Regular Meeting of June 3rd 2013 and of the Special Meeting of June 17th 2013

CORRESPONDENCE

5. List provided to the members of council

ADMINISTRATION

6. Statement of revenues and expenses as at June 30, 2013
7. Appointments to the Environmental Consultative Committee
8. Appointment of an attendant - opening and closing of 300, rue Mill
9. Contribution to the fête nationale du Québec and Canada Day
10. Sale of municipal land - Municipal Garage
11. Request for a grant - North Hatley Recreation Society (NHRS) - Summer concerts and winter building maintenance at 300, rue Mill

URBAN PLANNING, ENVIRONMENT AND SAFETY

12. Report on a public consultation regarding a minor derogation
13. CCUP Business
14. Statement of offence and demolition of a fence at 225, rue Mill

INFRASTRUCTURES, ROADS AND SANITATION

15. Approval of the renovation project for the building on the beach - 2070, chemin du Lac
16. Scowen Park - Permit of occupation

CULTURE AND OTHER

NOTICES OF MOTION AND BY-LAWS

17. Notice of Motion – By-law 2013-568 amending zoning by-law number 01-432
18. Notice of Motion – By-law 2013-569 amending subdivision by-law number 01-433
19. Notice of Motion - By-law 2013-570 amending the by-law number 2000-424 on site planning and architectural integration (PIIA)
20. Adoption of first draft of by-law number 2013-568 amending zoning by-law 01-432 and determination of the date of the public consultation meeting
21. Adoption of first draft of by-law number 2013-569 amending the sub-division by-law 01-433 and determination of the date of the public consultation meeting
22. Adoption of draft by-law number 2013-570 amending by-law number 2000-424 on site planning and architectural integration and determination of the date of the public consultation meeting

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APPROVAL OF PURCHASES

- 23. Approval of expenses
- 24. Expenditures over \$5,000

- 25. OTHER BUSINESS
- 25.1 Authorisation to artists - Sale in Veterans Park
- 26. Question period
- 27. Adjournment of meeting

2013-07-02.01

ADOPTION OF THE AGENDA

UPON PROPOSAL DULY MOVED BY GÉRALD OSTIGUY
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT the Agenda be adopted as submitted.

PASSED

2013-07-02.02

REPORT FROM THE COUNCILLORS

The councillors report on the various cases in which they intervened.

2013-07-02.03

QUESTION PERIOD

Eight (8) citizens and no journalists are present in the audience.

SPEAKER	SUBJECT
John Gronan	Parking at the Antique Show Concert: 150 people attended Popcorn Wagon: Rules and regulations Allow sale of water
Michael Grayson Michael Rochette	Bike stand near the town hall Sale of the VIS lot - does this entity exist? Is it connected to the municipality? Pile of dirt at the plant - paid by whom
Annis Karpenko	Very large beachhouse on ch. du Lac - related amendment to by-law and public consultation meeting
Helmut Hindrichs	Same as above

2013-07-02.04

**ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF JUNE 3RD 2013
AND OF THE SPECIAL MEETING OF JUNE 17TH 2013**

UPON PROPOSAL DULY MOVED BY GÉRALD OSTIGUY
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT the Minutes of the Regular Meeting of June 3rd 2013 and of the Special Meeting
of June 17th 2013 be adopted as submitted.

PASSED

2013-07-02.05

CORRESPONDENCE

The list of correspondence received was provided to the members of the council.

2013-07-02.06

STATEMENT OF REVENUES AND EXPENSES AS AT JUNE 30, 2013

The statement of revenues and expenses as at June 30th 2013 is presented by the town
manager.

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2013-07-02.07

APPOINTMENTS TO THE ENVIRONMENTAL CONSULTATIVE COMMITTEE

WHEREAS the Council appointed the members to the Environmental Consultative Committee by way of Resolution number 2013-02-04.07;

WHEREAS the Council wishes to add new members to said committee;

UPON PROPOSAL DULY MOVED BY GÉRALD OSTIGUY
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT Mrs. Paul Obermeir and Mrs. Roxane Gutzeit-Godbout be appointed to the Environmental Consultative Committee.

PASSED

2013-07-02.08

APPOINTMENT OF AN ATTENDANT - OPENING AND CLOSING OF 300 RUE MILL

WHEREAS the Association des commerçants de North Hatley (ACNH) (merchants' association) offered its services to the municipality to open, maintain and operate the tourist information pavilion located at 300, rue Mill for the period May 1st to October 31st 2013;

WHEREAS the Association des commerçants de North Hatley entered into an agreement with to the Department of Tourism in 2013 to operate a tourist information centre in North Hatley for a period of five (5) years;

WHEREAS the amount requested by ACNH for the term of the agreement is \$6,000.;

WHEREAS ACNH must:

- Open the pavilion at 8:00 a.m. on weekends, close the pavilion at 9:00 p.m. every evening (A municipal employee will open up at 7:00 a.m. on weekdays.);
- Do the upkeep of the pavilion, including washrooms (Supplies such as toilet paper, soap, etc. will be at the expense of the municipality);
- Offer the services of a tourist information officer as required by the Department of Tourism for a minimum period of 70 consecutive days from June 24th 2013;

UPON PROPOSAL DULY MOVED BY DARA JANE LOOMIS
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT the Municipal Council of the Village of North Hatley award the contract for opening, maintaining and operating the River Park pavilion located at 300 rue Mill to the Association des commerçants de North Hatley for an amount of \$6,000, for the period May 1st to October 31st 2013.

PASSED

2013-07-02.09

CONTRIBUTION TO THE FÊTE NATIONALE DU QUÉBEC AND CANADA DAY

WHEREAS the fête nationale du Québec and Canada Day are significant festive events in the territory of the municipality;

WHEREAS the municipality encourages its citizens to fraternize by participating in the festivities;

UPON PROPOSAL DULY MOVED BY DARA JANE LOOMIS
THE COUNCILLORS UNANIMOUSLY RESOLVE

TO contribute an amount of \$250 for each event and if a contribution is not used for one of these two events it will be made available for the other.

PASSED

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2013-07-02.10

SALE OF MUNICIPAL LAND - MUNICIPAL GARAGE

WHEREAS the Municipality of the Village of North Hatley owns the lot where the present municipal garage is located and a strip of land along the parking lot which runs along lots number 4 029 070, 4 029 071 and 4 029 061;

WHEREAS Mr. Richard Laliberté has expressed his interest in acquiring said lots;

WHEREAS the Municipality wants to sell land at its fair value;

UPON PROPOSAL DULY MOVED BY MICHAEL DUDGEON
THE COUNCILLORS RESOLVE

THAT the Municipality accept to sell the lot where the garage is located at its fair value, if the parties come to an agreement on the value;

THAT the Municipality authorise the town manager to get a fair evaluation from an independent appraiser;

The Council will ultimately assess the relevance of selling the strips of land running along lots 4 029 070, 4 029 071 and 4 029 061;

Vote requested by CARROL HALLER

FOR: GÉRALD OSTIGUY
 DARA JANE LOOMIS
 MICHAEL DUDGEON
 CARROL HALLER

AGAINST: NONE

PASSED

2013-07-02.11

**REQUEST FOR A GRANT - NORTH HATLEY RECREATION SOCIETY (NHRS) -
SUMMER CONCERTS AND WINTER BUILDING MAINTENANCE, 300, RUE MILL**

WHEREAS the NHRS requested a grant for the summer concerts and for last winter's maintenance of the utility building located at 300, rue Mill;

WHEREAS the NHRS is requesting the sum of \$1,000 for the summer concerts and the sum of \$1,620 for last winter's maintenance of 300, rue Mill;

WHEREAS the NHRS must provide the Council with a report meeting municipal requirements;

UPON PROPOSAL DULY MOVED BY MICHAEL MUNKITTRICK
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT the Municipality of the Village of North Hatley give the North Hatley Recreation Society (NHRS) grants of \$1,000 for the summer concerts and \$1,620 for the winter maintenance of the utility building located at 300, rue Mill.

PASSED

2013-07-02.12

PUBLIC CONSULTATION REPORT ON A MINOR DEROGATION

The town manager presents a report on the public consultation meeting held on July 2, 2013 at 6:30 p.m., regarding a minor derogation.

2013-07-02.13

CCUP BUSINESS

WHEREAS the CCUP held a Regular Meeting on June 19th 2013;

WHEREAS Resolution 2013-039 regarding an application for a permit to install a wooden fence of 1.5 metres in height to the right of 200, rue LeBaron within the lot lines of the front, right side and rear yards was passed with the recommendation that it be adopted by the Town Council ;

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WHEREAS Resolution 2013-040 regarding an application for a permit to erect a wooden storage shed of 8 feet by 8 feet in the left side yard of the property located at 145, rue des Vétérans was passed with the recommendation that it be adopted by the Town Council;

WHEREAS Resolution 2013-042 regarding an application for a permit to build a storage shed 12 feet by 20 feet, approximately 200 feet from the road, on the property located at 3145, chemin Capelton was passed with the recommendation that it be adopted by the Town Council;

WHEREAS the above mentioned projects are subject to proceedings under the terms of the PIIA by-law. Following an assessment by the CCUP, the Council approves their recommendations.

UPON PROPOSAL DULY MOVED BY MICHAEL MUNKITTRICK
THE COUNCILLORS UNANIMOUSLY RESOLVE

TO accept the recommendations of the CCUP.

PASSED

2013-07-02.14

STATEMENT OF OFFENCE AND DEMOLITION OF A FENCE AT 225, RUE MILL

WHEREAS an intervention was initiated while work was underway to have the citizen follow due process with the municipality in order to comply with regulations - the citizen was informed of the proper steps to follow, of which is the approval of the architecture of the fence by the CCUP;

WHEREAS the citizen could not provide the certificate of location of her property at the time;

WHEREAS the work is now completed and we are faced with a fait accompli;

WHEREAS there are three (3) types of fences on the site, including a fence with a privacy wall extension;

WHEREAS the Consultative Committee on Urbanism and Heritage recommends that the Council adjudicate on the procedures not followed to obtain a permit with a possibility of a fine. Also, to make a decision concerning the architectural aspect: whether to keep the two (2) types of fences that are currently on the property or to choose one of the two types of fences and achieve uniformity.

UPON PROPOSAL DULY MOVED BY MICHAEL MUNKITTRICK
THE COUNCILLORS UNANIMOUSLY RESOLVE

TO authorize the building inspector to issue a statement of offence concerning the construction of the fence without a permit;

THAT a new application for a permit be submitted by the citizen to the CCUP.

PASSED

2013-07-02.15

APPROVAL OF THE RENOVATION PROJECT FOR THE BEACH BUILDING - 2070, CHEMIN DU LAC

WHEREAS the North Hatley Recreation Society (NHRS) wishes to submit a renovation project for the building on the beach to obtain financing under the "Pacte rural" program;

WHEREAS the building on the beach is a strategic facility to offer recreation services to the community of the village;

WHEREAS the project is estimated at \$90,000;

WHEREAS the project complies with the municipal by-laws;

UPON PROPOSAL DULY MOVED BY MICHAEL MUNKITTRICK
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT the Municipality of the Village of North Hatley authorize the renovation project for the building on the beach;

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THAT the Municipality authorize the North Hatley Recreation Society (NHRS) to submit a request for financing under the "Pacte rural" program.

PASSED

2013-07-02.16

PERMIT OF OCCUPATION - SCOWEN PARK

WHEREAS the Municipality of the Village of North Hatley owns lot 4 029 592 (Scowen Park) jointly with the Municipality of the Canton de Hatley;

WHEREAS Transports Québec must do some work along Route 108 to fix a drainage problem;

WHEREAS, in order to achieve this, Transports Québec needs space to do the work;

WHEREAS Transports Québec will compensate the owners for the said occupation of the land;

UPON PROPOSAL DULY MOVED BY DARA JANE LOOMIS
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT the Municipality of the Village of North Hatley authorize the town manager to sign the Permit of Occupation document.

PASSED

2013-07-02.17

NOTICE OF MOTION – BY-LAW 2013-568 AMENDING ZONING BY-LAW NUMBER 01-432

I, GÉRALD OSTIGUY, give notice of motion that a by-law will be presented for adoption at a future Council meeting.

The purpose of this by-law will be to amend the zoning by-law in order to:

- Add the definition of the terms "Beach shed, Guesthouse and Hedge" as well as update the definition of the term "Attached Building";
- Amend the provisions regarding the exterior combustion heating systems;
- Add provisions regarding wind turbines, guesthouses, beach sheds and solar panels;
- Amend the provisions regarding accessory buildings, fences and hedges;
- Add provisions regarding the maximum surface area of a commercial terrace;

A request is made to dispense with the reading of said by-law in order to simplify the adoption procedure. A copy of said draft by-law is given to the members of Council, in accordance with the law.

This notice of motion replaces the notice of motion number 2013-05-06.14 issued June 6, 2013.

2013-07-02.18

NOTICE OF MOTION – BY-LAW 2013-569 AMENDING SUBDIVISION BY-LAW NUMBER 01-433

I, GÉRALD OSTIGUY, give notice of motion that a by-law will be presented for adoption at a future Council meeting.

The purpose of this by-law will be to amend the subdivision by-law in order to:

- Update the provisions concerning exceptions to the application of fees for parks;
- Update the table concerning the minimum lot areas for the Ra and Rb zones;
- Change the minimum area for a lot in the Rec zone;

A request is made to dispense with the reading of said by-law in order to simplify the adoption procedure. A copy of said draft by-law is given to the members of Council, in accordance with the law.

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This notice of motion replaces the notice of motion number 2013-05-06.13 issued June 6, 2013.

2013-07-02.19

NOTICE OF MOTION - BY-LAW 2013-570 AMENDING BY-LAW NUMBER 2000-424 ON SITE PLANNING AND ARCHITECTURAL INTEGRATION (PIIA)

I, GÉRALD OSTIGUY, give notice of motion that a by-law will be presented for adoption at a future Council meeting.

The purpose of this by-law will be to amend the by-law concerning site planning and architectural integration (PIIA) in order to:

- make a change to the assessment criteria concerning fences;
- make a change to landscaping objectives regarding fences;
- make a change to the assessment criteria concerning commercial terraces;

A request is made to dispense with the reading of said by-law in order to simplify the adoption procedure. A copy of said draft by-law is given to the members of Council, in accordance with the law.

2013-07-02.20

ADOPTION OF FIRST DRAFT OF BY-LAW NUMBER 2013-568 AMENDING ZONING BY-LAW 01-432 AND DETERMINATION OF THE DATE OF THE PUBLIC CONSULTATION MEETING

UPON PROPOSAL DULY MOVED BY MICHAEL MUNKITTRICK
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT the draft zoning by-law number 2013-568 be adopted.

The purpose of this draft by-law number 2013-568 will be to amend the zoning by-law 01-432 in order to:

- Add the definition of the terms "Beach shed, Guesthouse and Hedge" as well as update the definition of the term "Accessory Building";
- Amend the provisions regarding the exterior combustion heating systems;
- Add provisions regarding wind turbines, guesthouses, beach sheds and solar panels;
- Amend the provisions regarding accessory buildings, fences and hedges;
- Add provisions regarding the maximum surface area of a commercial terrace;

A copy of the draft by-law is attached as an integral part of this resolution.

In addition, a consultation meeting will be held August 5th 2013, at 6:00 p.m., at the Town Hall. During this consultation meeting, the Council will explain the draft by-law and the consequences of its adoption and will hear the persons and organizations wishing to express their views.

2013-07-02.21

ADOPTION OF FIRST DRAFT OF BY-LAW NUMBER 2013-569 AMENDING THE SUBDIVISION BY-LAW 01-433 AND DETERMINATION OF THE DATE OF THE PUBLIC CONSULTATION MEETING

UPON PROPOSAL DULY MOVED BY MICHAEL DUDGEON
THE COUNCILLORS UNANIMOUSLY RESOLVE

TO adopt the draft subdivision by-law number 2013-569.

The purpose of this draft by-law number 2013-569 will be to amend the subdivision by-law in order to:

- Update the provisions concerning exceptions to the application of fees for parks;
- Update the table concerning the minimum lot areas for the Ra and Rb zones;
- Change the minimum area for a lot in the Rec zone;

A copy of the draft by-law is attached as an integral part of this resolution.

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In addition, a consultation meeting will be held August 5th 2013, at 6:00 p.m., at the Town Hall. During this consultation meeting, the Council will explain the draft by-law and the consequences of its adoption and will hear the persons and organizations wishing to express their views.

2013-07-02.22

ADOPTION OF DRAFT BY-LAW NUMBER 2013-570 AMENDING BY-LAW 2000-424 ON SITE PLANNING AND ARCHITECTURAL INTEGRATION AND DETERMINATION OF THE DATE OF THE PUBLIC CONSULTATION MEETING

UPON PROPOSAL DULY MOVED BY DARA JANE LOOMIS
THE COUNCILLORS UNANIMOUSLY RESOLVE

To adopt the draft by-law number 2013-570 on site planning and architectural integration (PIIA).

The purpose of this by-law number 2013-570 will be to amend the by-law on site planning and architectural integration (PIIA) in order to allow:

- a change to the assessment criteria concerning fences;
- a change to landscaping objectives regarding fences;
- a change to the assessment criteria concerning commercial terraces;

A copy of the draft by-law is attached as an integral part of this resolution.

In addition, a consultation meeting will be held August 5th 2013, at 6:00 p.m., at the Town Hall. During this consultation meeting, the Council will explain the draft by-law and the consequences of its adoption and will hear the persons and organizations wishing to express their views.

2013-07-02.23

APPROVAL OF EXPENSES

UPON PROPOSAL DULY MOVED BY MICHAEL DUDGEON
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT the expenses listed on the statement presented on July 2nd 2013 by the Treasury Department be approved for payment.

Regular expenses at July 2nd 2013	126 369,89 \$
Pre-authorized payment	11 407,36 \$

PASSED

2013-07-02.24

EXPENDITURES OVER \$5,000

UPON PROPOSAL DULY MOVED BY MICHAEL DUDGEON
THE COUNCILLORS UNANIMOUSLY RESOLVE

TO authorize the following purchase(s):

PROVIDERS	DATE	INVOICE	AMOUNT
ENTREPRISES BRUCE STODDARD			
MAINT. AQUEDUC, SEWERS, ROADS AND PARKS - SUPPLIES	May 17, 2013	May 13	638,00 \$
MAINT. WATER TREATMENT PLANT, ROADS - RUE GARDNER - AND SUPPLIES	June 18, 2013	1804	3 676,60 \$
MAINT. STORM SEWER - JACKSON, MERRILL, REED AND VETERANS STREETS	June 18, 2013	1805	5 183,07 \$
		TOTAL :	<u>9 497,67 \$</u>
			(Inclusive of Taxes)
PERMACON			
PUBLIC MARKET - EDGES	May 27, 2013	910285361	103,96 \$
MAINT. SEWER - CH. CAPELTON	May 30, 2013	910287519	258,94 \$
MAINT. DREAMLAND PARK - PAVEMENT AND EDGE (BC 2013-25)	June 20, 2013	910299343	7 179,89 \$
		TOTAL :	<u>7 542,79 \$</u>

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			(Inclusive of Taxes)
SANIKURE			
MAINT. SEWER - RUE LAFLEUR - EMERGENCY	May 17, 2013	1325	609,37 \$
MAINT. SEWER - PUMPING STATIONS	May 23, 2013	1333	2 626,38 \$
MAINT. SEWER - PUMPING STATIONS	May 29, 2013	1338	2 973,71 \$
		TOTAL :	6 209,46 \$
			(Inclusive of Taxes)

LES SERRES NEVILLE			
MAINT. PARK - FLOWERS FOR VILLAGE (BC 2013-16)	June 14, 2013	9862	6 690,34 \$
		TOTAL :	6 690,34 \$
			(Inclusive of Taxes)

PASSED

2013-07-02.25 OTHER BUSINESS

2013-07-02.25.01 AUTHORISATION TO ARTISTS - SALE IN VETERANS PARK

WHEREAS certain artists wish to present their work and sell it in Veterans Park on Saturdays and Sundays;

UPON PROPOSAL DULY MOVED BY MICHAEL MUNKITTRICK
THE COUNCILLORS RESOLVE

TO agree to let the artists present their work and sell it on Saturdays and Sundays between 9:00 a.m. and 9:00 p.m. during the summer season.

Vote requested by CARROL HALLER

FOR: GÉRALD OSTIGUY
 DARA JANE LOOMIS
 MICHAEL DUDGEON

AGAINST: CARROL HALLER

PASSED

2013-07-02.26 QUESTION PERIOD

SPEAKER	SUBJECT
Jacques Campbell	Local artists only Other appraiser
John Gronan	Clear rules to be established for the artists
David Wilson	Sale of the municipal garage should include the reconstruction of the new one Why such a large building (bldg ch. du Lac)
Michael Rochette	Strip of land for sale (Sale to Laliberté file) What is the amount of the evaluation?
John Gronan	Why sell before having the whole picture; public consultation
Michael Grayson	The municipality needs a buffer zone. Property behind the town hall
Annis Karpenko	Leverage with the Canton for the garage
Michael Rochette	Cost assessment for the new garage
Jacques Campbell	Definition of hedges
Michael Grayson	Flood zone, questioning the pertinence of the study

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2013-07-02.27

ADJOURNMENT OF MEETING

At 8:45 p.m., all issues on the Agenda having been addressed;

UPON PROPOSAL DULY MOVED BY MICHAEL DUDGEON
THE COUNCILLORS UNANIMOUSLY RESOLVE

THAT this meeting be adjourned.

PASSED

Michael Munkittrick
Acting Mayor

Léonard Castagner
Town Manager and Secretary-Treasurer

I, Michael Munkittrick, confirm that the signing of these Minutes is equivalent to the signing by me of all the resolutions contained herein in accordance with Article 142 (2) of the Municipal Code.

This is not an official document. It has been translated from the French for information purposes only. In the event of a discrepancy between the French and the English documents, the French will prevail.
E.& O.E.