

**MINUTES
VILLAGE OF NORTH HATLEY
MAY 14, 2024**

SPECIAL MEETING of Municipal Council held at the North Hatley town offices at 9:30 a.m.

PRESENT are the following Councillors:

- | | |
|----------------------|-----------------------|
| 1. Michel DESROSIERS | 4. Elizabeth FEE |
| 2. Carrol HALLER | 5. David WILSON |
| 3. Danielle DUPRÉ | 6. Andrew J PELLETIER |

ABSENT:

QUORUM is present with Mayor Marcella DAVIS-GERRISH presiding.

ALSO PRESENT: Benoit Tremblay, Director-General and Bruno BÉLISLE, Assistant Director-General.

AGENDA

1. Waiver of notice of a meeting
2. Adoption of the Agenda
3. Question Period on Items listed on the Agenda
4. Tourism restart financial assistance program (PARIT)
5. Street and parking area pavement marking — Award of Contract
6. Adoption of Borrowing By-law 2024-01 - Régie Incendie Memphrémagog Est
7. Authorization to hire — Coordinator of Technical Services
8. Meeting Adjourned

2024.05-14.01

WAIVER OF NOTICE OF A MEETING

WHEREAS Article 157 of the Municipal Code of Québec allows for the waiving of a notice of convocation under Articles 155 and 156 when all Council members on the territory of the municipality are present;

I, ELIZABETH FEE, MOVE

THAT it be resolved to waive the notice of a meeting.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-05-14.02

ADOPTION OF THE AGENDA

I, CARROL HALLER, MOVE

That THE Agenda be adopted as presented.

PASSED

2024-05-14.03

QUESTION PERIOD

CITIZENS		ISSUES
MICHEL GRIMARD	Q	What is the object of the PARIT item?
	R	To submit a request for financing to redo the Marina
JACQUES CAMPBELL	Q	Is there an acquired right for using the Marina?
	R	Zone P2 – a section of the wharf falls under the Ministère de l'environnement and all is in conformity. The development plan was just adopted by the MRC. Approved by Québec

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		We have 2 years to conform. We have received a subsidy to be in conformity.
JACQUES CAMPBELL	Q	Can a minimum 24-hour delay be set prior to holding a special meeting?
	R	Two reasons for this special meeting: 1) A major subsidy is available to the Municipality. The Mayor takes the opportunity to make precisions on the park and pay lot, a meeting with the merchants took place and that if changes were to occur, everyone will be notified.
LUC VILLANDRÉ	Q	Will you provide more details on the nature of the request at item 4?
	R	Yes.

2024-05-14.04

TOURISM RESTART FINANCIAL ASSISTANCE PROGRAM (PARIT)

WHEREAS the objective of the PARIT subsidy program is to support the development and consolidation of innovative, diversified and sustainable tourism attractions to ensure the durability and competitiveness of the Québec tourism industry;

WHEREAS the Municipality wishes to expand its tourism product with the revitalization of the Marina on a four-season basis;

WHEREAS a minimum 20% of costs financing is available, with additional financing of a project, if applicable (for example, 10% minimum for Indigenous communities or nation) – capital outlay by municipal entities and Indigenous nations or communities is considered a down payment and not considered in government aid available;

WHEREAS when the project is completed, total accountability for infrastructure operating and running costs, equipment and buildings financed within the PARIT framework is in place for a period of at least five years.

I, MICHEL DESROSIERS, MOVE

THAT municipal Council authorize the request for financial assistance under the Programme d'aide à la relance de l'industrie touristique (PARIT) for the revitalization of its Marina.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-05-14.05

STREET AND PARKING AREA PAVEMENT MARKING — AWARD OF CONTRACT

WHEREAS the Municipality must proceed with street and parking area pavement marking;

WHEREAS there is a provision in the Municipal Code allowing for the awarding of a contract of this value by mutual agreement;

I, DANIELLE DUPRÉ, MOVE

THAT the contract for street and parking area pavement marking be awarded to the firm of Marquage première ligne, in the amount of \$10,427, plus taxes, as stipulated in the service offer dated May 1, 2024;

THAT the cost be covered under budgetary item 02-320-01-521.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

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ADOPTION OF BORROWING BY-LAW 2024-01 - RÉGIE INCENDIE MEMPHRÉMAGOG EST

- WHEREAS the ministre des Affaires municipales, des Régions et de l'Occupation du territoire officially designated the Régie intermunicipale de prévention et de protection incendie Memphrémagog Est (hereafter: « la Régie ») ;
- WHEREAS there is the 2021-2027 planned purchase of capital asset, for the construction of a fire station to replace current fire station no 3 located in Ayer's Cliff;
- WHEREAS Resolution 2022-033 made official the request for financial assistance to the ministère des Affaires municipales et de l'Habitation within the framework of the Programme d'amélioration et de construction d'infrastructure municipales (PRACIM) acquisition plan;
- WHEREAS the current state of fire station no 3 is a major safety and efficiency issue for the Régie firefighters and equipment;
- WHEREAS the Régie has a firm sales offer for the acquisition of a section of lot 4 665 318 with a deadline of August 8, 2024;
- WHEREAS there is an electric pole to be moved on the said lot;
- WHEREAS the Régie adopted a resolution mandating the FQM to join it in submitting a request for financial assistance to the MAMH;
- WHEREAS there are legal costs related to the acquisition of the property as well as survey costs;
- WHEREAS the notice of motion and presentation of the said by-law were given at the Council meeting of February 19, 2024;
- WHEREAS Council members acknowledged having received a copy of said by-law within the delay period established by law;
- CONSÉQUENTLY Council at the Régie incendie Memphrémagog Est state the following:

Article 1 Preamble

The Preamble is an integral part of the by-law.

Article 2

Council is authorized to proceed with the purchase of a lot for the construction of fire station no 3 and head office of the Régie Memphrémagog Est.

Article 3

Under this by-law, the Régie authorizes an expenditure not exceeding TWO HUNDRED AND TWENTY THOUSAND DOLLARS (\$220,000.00).

Article 4

In order to meet estimated costs under this by-law, the Régie has authorized borrowing up to TWO HUNDRED AND TWENTY THOUSAND DOLLARS (\$220,000.00) over a twenty-year (20) period.

Article 5

In order to cover annual loan capital interest and repayment expenses incurred, the current by-law requires of all municipalities that are party to the agreement a contribution calculated on a cost sharing basis as outlined in the agreement, a copy of which is attached to the said by-law as Annex A.

Article 6

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The Régie applies all contributions or subsidies received to the decreed loan reduction under the current by-law whether in whole or in part.

Article 7

The Régie also applies, in whole or in part to payment of the debt service, all subsidies payable over a number of years. The loan repayment terms corresponding to the amount of the subsidy will be automatically adjusted to the period set for payment of the subsidy.

Article 8 Effective date

The present by-law comes into effect in accordance with the Act.

I, MICHEL DESROSIERS, MOVE

To adopt By-law #2024-01 of the Régie incendie Memphrémagog Est relative to the acquisition of a lot, payment of costs of acquisition, costs related to the moving of an electric pole and professional fees related to the submitted request for financial assistance for the construction of fire station no 3 and head office of the Régie incendie Memphrémagog Est.

The loan amortization period is 20 years, with the share for the Municipality of the Village of North Hatley set at 5.96% or \$13,112.00 in accordance with Annex A of the Borrowing By-law outlined below. A copy of the by-law is available at the offices of the Régie incendie Memphrémagog Est during regular business hours.

Annex A

WHEREAS all members of the Régie Memphrémagog agree on the taxable and non-taxable RFU building three-year (3) term in calculating cost shares rather one year only, as stated in the agreement;

A distribution of cost sharing as provided for in the agreement, is namely 50% based on the taxable and non-taxable building RFU as put forward by the firm JP Cadrin in September 2023, 2022 and 2021 and 50% based on risk.

Municipality Contributions	\$220,000	
Ayer's Cliff	8,40 %	18 480 \$
Hatley	6,98 %	15 356 \$
Canton de Hatley	13,95 %	30 690 \$
North Hatley	5,96 %	13 112 \$
Sainte-Catherine-de-Hatley	19,08 %	41 976 \$
Ogden	7,20 %	15 840 \$
Stanstead	13,41 %	29 502 \$
Canton de Stanstead	14,88 %	32 736 \$
Stanstead-Est	5,74 %	12 628 \$
Barnston-Ouest	4,40 %	9 680 \$
	Total cost sharing	<u>\$220,000</u>

VOTE FOR:	VOTE AGAINST:	ABSTENTION:
ADOPTION:	ADOPTÉD	

2024-05-14.07

AUTHORIZATION TO HIRE — COORDINATOR OF TECHNICAL SERVICES

WHEREAS Administration wishes to obtain the services of a Coordinator of Technical Services in order to better manage ongoing projects;

WHEREAS Management must foresee human resources needs in view of upcoming employee retirements within the coming months and years;

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WHEREAS the main tasks of the Coordinator of Technical Services will entail supervising technical aspects for all work activity and projects, clerical planning, establishing procedures and standards relative to human resource management at the department of public works;

WHEREAS the Coordinator of Technical Services will work under the supervision of the Director-General, Secretary-Treasurer;

I, ANDREW J PELLETIER, MOVE

THAT the Director-General, Secretary-Treasurer be mandated to proceed with a call for applications in order to fill the position of Coordinator of Technical Services;

THAT the Director-General, Secretary-Treasurer provide Council with a list of retained applications;

THAT the Director-General, Secretary-Treasurer provide Council with a schedule of work and responsibilities for the Coordinator of Technical Services.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-05-14.08

MEETING ADJOURNED

At 10:26 a.m., all issues on the Agenda having been addressed;

I, DAVID WILSON, MOVE

That the meeting be concluded and adjourned.

MARCELLA DAVIS-GERRISH
Mayor

BENOIT TREMBLAY
Director-General

I, MARCELLA DAVIS-GERRISH, confirm that the signing of these Minutes is equivalent to the signing by me of all the resolutions contained herewith 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.