

**MINUTES  
VILLAGE OF NORTH HATLEY  
NOVEMBER 4, 2024**

REGULAR MEETING of Municipal Council held at the Église Sainte-Élisabeth de North Hatley community hall at 7:00 p.m.

PRESENT are the following Councillors:

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

Absent: David WILSON

QUORUM is present with Mayor Marcella DAVIS-GERRISH presiding.

ALSO PRESENT: Benoit TREMBLAY, Director-General and Secretary-Treasurer, and Bruno BÉLISLE, Assistant Director-General.

**AGENDA**

1. Adoption of the Agenda
2. Adoption of the Minutes of the meeting held October 7, 2024
3. Information from Council members
4. Question Period on Items listed on the Agenda

**ADMINISTRATION, TOWN CLERK AND LEGAL AFFAIRS**

5. Schedule of Council meetings 2025
6. Adoption of a policy on a language used other than the official language
7. Appointment of members to Master Plan committees

**HUMAN RESOURCES AND WORK RELATIONS**

8. Group Insurance — Renewal

**FINANCE AND TREASURY**

9. Approval of Accounts Payable
10. Reports on Net Salaries — 2024-10
11. Régie Intermunicipale des Eaux Massawippi — Adoption of the 2025 budget
12. Régie Intermunicipale du Parc régional Massawippi — Adoption of the 2025 budget
13. Régie des incendies Memphrémagog Est — Adoption of the 2025 budget
14. Régie des incendies Memphrémagog Est — Adoption of fire prevention costs
15. Régie intermunicipale de gestion des déchets solides de la région de Coaticook — Adoption of the 2025 budget
16. Cancellation and Issuing of credit cards

**ENGINEERING AND PUBLIC WORKS**

**URBANISM, HERITAGE AND THE ENVIRONMENT**

17. Notice of reserve – Award of Contract to the firm of Cain Lamarre
18. Request for 4,500 charging station grant — Third application
19. Land at 50, rue Laprise in the Canton de Hatley – Request for zoning change

**RECREATION, CULTURE AND COMMUNITY LIFE**

20. Award of Contract — Ice rink maintenance

**PUBLIC SECURITY**

21. By-law RU2024-01 on safety, peace and order — Adoption

**VARIA**

22. Question Period on Issues of local public interest
23. Meeting Adjourned

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**2024-11-04.01      ADOPTION OF THE AGENDA**

I, ELIZABETH FEE, MOVE

THAT the Agenda be adopted, with a change to the heading of item 17 to read as 'Notice of reserve – Award of Contract to the firm of Cain Lamarre' and the addition of item 19 'Land 50, rue Laprise au Canton de Hatley – Request for zoning change'.

**2024-11-04.02      ADOPTION OF THE MINUTES OF THE MEETING HELD OCTOBER 7, 2024**

I, DANIELLE DUPRÉ, MOVE

THAT the Minutes of the Regular Meeting held October 7, 2024 be adopted.

**2024-11-04.03      INFORMATION FROM COUNCIL MEMBERS**

The Mayor and Councillors inform citizens on their various files and on upcoming events.

- Remembrance Day - Nov 10, 3 pm
- Family Committee
- Comedy Show at the Legion
- Christmas tree lighting – Dec 1
- Christmas Market – Dec 7
- Reminder property taxes

**2024-11-04.04      QUESTION PERIOD ON ITEMS LISTED ON THE AGENDA**

No questions.

**2024-11-04.05      SCHEDULE OF COUNCIL MEETINGS 2025**

WHEREAS by virtue of the Municipal Code of Québec, Council must at the beginning of each year set a schedule of dates for regular Council meetings for the coming year including the day and time for each meeting;

I, DANIELLE DUPRÉ, MOVE

THAT the following schedule of dates for regular municipal Council meetings for 2025:

- January 13;
- March 3;
- May 5;
- July 7;
- September 8;
- Municipal Elections no Council meeting
- December 17 Budget.
- February 3;
- April 7;
- June 2;
- August 4;
- October 6;

That meetings be held Mondays at 7 p.m.

That public notice of the schedule for regular Council meetings be posted in accordance with the Municipal Code of Québec and that the schedule for the Town Planning Committee meetings be included (CCUP)

21 janvier 2025	8 juillet 2025
18 février 2025	19 août 2025
18 mars 2025	16 septembre 2025
15 avril 2025	14 octobre 2025
13 mai 2025	25 novembre 2025
10 juin 2025	

VOTE FOR:	VOTE AGAINST:	ABSTENTION:
ADOPTION:	ADOPTÉD	

**2024-11-04.06      ADOPTION OF A POLICY ON A LANGUAGE USED OTHER THAN THE OFFICIAL LANGUAGE**

WHEREAS on June 1, 2022, the *Act respecting French, the official and common language of Québec*, SQ 2022, c 14 amended the *Charter of the French Language* (RLRQ, c. C-11) (hereafter named the Charter);

WHEREAS the Charter requires that an agency of civil administration use the French language in an exemplary manner in all its activities;

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WHEREAS the linguistic policy, Politique linguistique de l'État, that came into force on June 1, 2023, applies to all municipal organizations;

WHEREAS the *Regulation respecting the language of the civil administration* (RLRQ, c. C-11, r.8.1) and the *Regulation respecting the derogations to the duty of exemplarity of the civil administration and the documents drawn up or used in research* (RLRQ, c. C-11, r.5.1) make up the legal requirements applicable to Administration in terms of French language usage, and covers situations, other than those under the Charter, where a language other than French may be used;

WHEREAS under Article 29.15 of the Charter, an agency of the civil administration to which the language policy of the State applies must adopt a directive specifying the nature of the situations in which it intends to use a language other than French, in cases where such use is allowed by the provisions under the Charter, and the directive is to be reviewed at least every five years;

WHEREAS an organization recognized under section 29.1 may depart from the obligation to use French in an exemplary manner if, in accordance with this Act, it uses the other language allowed under its recognition, without having to comply with the provisions of this subdivision;

WHEREAS the directive, and any subsequent revision, must be submitted to the ministre de la Langue française, and posted on the Municipality website.

I, CARROL HALLER, MOVE

To adopt the '*Directive relative to using a language other than the official language at the Municipality of the Village of North Hatley*' included in Annex.

THAT the Directive of the Municipality of the Village of North Hatley replace the general directive of the ministre de la Langue française in force since June 1, 2023;

THAT the Directive be:

- Submitted to the ministre de la Langue française;
- Published on the Municipality website;
- Given to the personnel at the Municipality;
- Revised at least every five years.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:			ADOPTÉD		

2024-11-04.07

**APPOINTMENT OF MEMBERS TO MASTER PLAN COMMITTEES**

WHEREAS on August 3 last, the Municipality announced its intention to put in place a master plan for the village core;

WHEREAS the *Ottawa Community Foundation* stated its interest in financing the master plan via an anonymous donor under the following four conditions:

- THE *Ottawa Community Foundation* wishes to know the cost of formulating a master plan as well as its anticipated results;
- THE *Ottawa Community Foundation* asks that the selected specialized firm take into consideration strategic plans put in place between 2012 and 2021;
- THE *Ottawa Community Foundation* asks for a clear commitment by Council to backing the master plan and, accordingly, to putting into practice the measures proposed in the said master plan;
- THE *Ottawa Community Foundation* wishes that the master plan be the result of public consultations and a reflection of the vision that residents have of North Hatley;

WHEREAS the Municipality put out a call for candidates to sit on two separate committees, with the following mandates:

**Mandate 1:** Candidates will be given the task of analyzing, reviewing and proposing the criteria and the weighting thereof, for

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evaluation. The list of 17 questions at the end of the proposal, included with information letter, is a starting point, and

**Mandate 2:** Once proposals have been submitted by firms for the master plan contract, the candidates will be tasked with opening, evaluating and making a recommendation to Council in view of awarding a contract.

I, MARCELLA DAVIS GERRISH, MOVE

THAT NATHALIE MEUNIER, SARAH SEGAL, JANE MEAGHER AND MARTIN TROY be appointed to the committee in charge of Mandate 1;

THAT MICHAEL GRAYSON, MARTIN TROY, SYLVAIN VILLENEUVE AND SOPHIE BRASIOLA be appointed to the committee in charge of Mandate 2.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-11-04.08

**GROUP INSURANCE — RENEWAL**

WHEREAS the contract for the Municipality group insurance plan is scheduled for renewal November 1, 2024;

WHEREAS group insurance costs are shared by the Municipality and the employees on a 50/50 basis;

WHEREAS group insurance costs have decreased by 3.59% compared to 2024;

I, CARROL HALLER, MOVE

To grant the contract for the Municipality group insurance plan to the firm of Sun Life Canada, at an annual cost of \$25,482.72 plus taxes, to be shared by the Municipality and permanent employees on a 50/50 basis;

THAT payment be made under budgetary item 55-139-98-000.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-11-04.09

**APPROVAL OF ACCOUNTS PAYABLE**

WHEREAS municipal Accounts Payable were reviewed by Council;

I, ANDREW J PELLETIER, MOVE

To approve payment of supplier accounts listed on the statement presented November 4, 2024 by the Treasury Department, in the amount of \$148,166.17.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

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**2024-11-04.10      REPORTS ON NET SALARIES — 2024-10**

ELECTED	7 278,58 \$
PERMANENT	40 160,70 \$
SEASONAL	2 181,57 \$
<b>TOTAL</b>	<b>49 620,85 \$</b>

**2024-11-04.11      RÉGIE INTERMUNICIPALE DES EAUX MASSAWIPPI — ADOPTION OF THE 2025 BUDGET**

WHEREAS member municipalities of the Régie intermunicipale des eaux Massawippi (RIEM) must adopt their annual budget in accordance with Articles 603 and so on of the Municipal Code;

WHEREAS the cost share of the Régie for the Municipality is set at 85% for operation costs and at 75% for debt service;

WHEREAS the Régie intermunicipale des eaux Massawippi presented its budget for 2025, the said budget being in the amount of \$1,066.297;

I, ANDREW PELLETIER, MOVE

THAT the Municipality of the Village of North Hatley adopt the 2025 budget presented by the Régie intermunicipale des eaux Massawippi, in the amount of \$1,066,297, the North Hatley share for operations set at \$310,451 and the debt service set at \$162,634.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

**2024-11-04.12      RÉGIE INTERMUNICIPALE DU PARC RÉGIONAL MASSAWIPPI — ADOPTION OF THE 2025 BUDGET**

WHEREAS the member municipalities of the Régie intermunicipale du parc régional Massawippi are required to adopt its annual budget according to articles 603 and following of the Municipal Code ;

WHEREAS the Régie intermunicipale du Parc régional Massawippi has presented its 2025 budget to the member municipalities, the said budget amounting to \$210,888.80 (excluding the budget related to the beach) and including water patrol;

I, MICHEL DESROSIERS, MOVE

THAT the Municipality of the Village of North Hatley adopt the 2025 budget presented by the Régie intermunicipale du Parc régional Massawippi in the amount of \$210,888.80 (excluding the beach budget), North Hatley's share being \$24,322.71.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

**2024-11-04.13      RÉGIE DES INCENDIES MEMPHRÉMAGOG EST — ADOPTION OF THE 2025 BUDGET**

WHEREAS member municipalities of the Régie des incendies Memphrémagog Est must adopt the proposed budget in accordance with Articles 603 and so on of the Municipal Code;

WHEREAS the Régie des incendies Memphrémagog Est presented its budget for the year 2025, the said budget being in the amount of \$1,980,864;

I, MICHEL DESROSIERS, MOVE

THAT the Municipality of the Village of North Hatley adopt the 2025 budget presented by the Régie intermunicipale d'incendie Memphrémagog Est, in the amount of \$1,980,864, the North Hatley share set at \$111,841.

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VOTE FOR:	VOTE AGAINST:	ABSTENTION:
ADOPTION:	ADOPTÉD	

2024-11-04.14

**RÉGIE DES INCENDIES MEMPHRÉMAGOG EST — ADOPTION OF FIRE PREVENTION SERVICE COSTS**

WHEREAS the Régie intermunicipale de prévention et de protection incendie Memphrémagog Est presented its budget for 2025, the said budget being in the amount of \$1,980,864, including costs for fire prevention services;

WHEREAS costs invoiced by the Régie to municipalities recipients of fire prevention services have not increased since 2019;

WHEREAS the Régie adopted directly within its budget a 10% increase to cover salary increases, maintenance and fuel costs, for a total of \$76,345.50;

I, MICHEL DESROSIERS, MOVE

THAT the Municipality of the Village of North Hatley approve the increase in fire prevention service costs, in the amount of \$76,345.50, the share for the Municipality of the Village of North Hatley set at \$4,847.70.

VOTE FOR:	VOTE AGAINST:	ABSTENTION:
ADOPTION:	ADOPTÉD	

2024-11-04.15

**RÉGIE INTERMUNICIPALE DE GESTION DES DÉCHETS SOLIDES DE LA RÉGION DE COATICOOK — ADOPTION OF THE 2025 BUDGET**

WHEREAS member municipalities of the RIGDSC - Régie intermunicipale des déchets solides de la région de Coaticook - must adopt the proposed annual budget in accordance with Articles 603 and so on of the Municipal Code;

WHEREAS the Régie intermunicipale de la gestion des déchets solides de la région de Coaticook presented its budget for 2025, the said budget in the amount of \$3,570.44;

WHEREAS the North Hatley share is estimated at \$24,812;

WHEREAS the proposed rate for 2025 is \$105.50/tonne for waste dumping and \$81/tonne for composting material;

I, ELIZABETH FEE, MOVE

THAT the Municipality of the Village of North Hatley approve the budget forecast and rates for 2025 presented by the Régie intermunicipale de la gestion des déchets solides de la région de Coaticook (RIGDSC).

VOTE FOR:	VOTE AGAINST:	ABSTENTION:
ADOPTION:	ADOPTÉD	

2024-11-04.16

**CANCELLATION AND ISSUING OF CREDIT CARDS**

WHEREAS Wade Morse was the designated holder of a Visa Desjardins credit card for the Municipality of the Village of North Hatley;

WHEREAS Jean-François Salaün was hired as coordinator of technical services at the Municipality;

I, ANDREW J PELLETIER, MOVE

THAT the Municipality of the Village of North Hatley accept the proposal by the Caisse Desjardins du Lac-Memphrémagog;

THAT the Municipality of the Village of North Hatley register for credit services at Visa Desjardins to issue in the name of Jean-François Salaün, Coordinator of technical services, a credit card with a set limit of \$5,000;

THAT the Visa Desjardins credit card issued to Wade Morse be cancelled;

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THAT the Mayor, Marcella Davis Gerrish and the Director-General, Benoit Tremblay, be authorized to sign all documents related to this resolution.

VOTE FOR:	VOTE AGAINST:	ABSTENTION:
ADOPTION:	ADOPTÉD	

**2024-11-04.17**

**NOTICE OF RESERVE – AWARD OF CONTRACT TO THE FIRM OF CAIN LAMARRE**

WHEREAS the Municipality plans to renew/upgrade its drinking water and waste water infrastructure in the western sector of the Village in 2025;

WHEREAS the sector in question will require complex work in view of its steep, geographic nature;

WHEREAS the Municipality could have access to currently vacant lots predominantly identified as 'street, avenue, for local accesses for some subterranean infrastructure;

WHEREAS the said lots are identified as follows:

- Lot 1: rue LeBaron, number 4 090 397;
- Lot 2: rue Checkerberry Hill, number 4 090 398;
- Lot 3: rue Sampson, number 4 030 255; and
- Lot 4: rue Rublee, number 4 030 212.

I, DANIELLE DUPRÉ, MOVE

THAT Council mandate the Firme Cain Lamarre to formulate and publish a notice of reserve for the above-mentioned lots;

THAT the Director-General/Clerk-Treasurer be mandated to sign all related documents as required.

VOTE FOR:	VOTE AGAINST:	ABSTENTION:
ADOPTION:	ADOPTÉD	

**2024-11-04.18**

**REQUEST FOR GRANT - 4,500 CHARGING STATION PROGRAMME — THIRD APPLICATION**

WHEREAS the Municipality of the Village of North Hatley wishes to provide a charging station for EVs to the public with the installation of a charging station accessible for all under the Electric Circuit banner;

WHEREAS the Municipality is a participant in the Hydro-Québec Electric Circuit programme and adheres to it rules and regulations;

WHEREAS the Municipality and Hydro-Québec subscribe to sustainable development and transportation electrification, and in partnership wish to continue promoting the initiative to its citizens and their clientele;

WHEREAS the Municipality submitted a request for a grant within the framework of the 4,500 charging station grant and was accepted;

WHEREAS the Municipality must enter into a partnership with Hydro-Québec for charging stations under the Electric Circuit banner;

WHEREAS the Municipality must sign the financial contribution agreement in order to obtain the Hydro-Québec grant;

I, MICHEL DESROSIERS, MOVE

THAT Council authorize the signing of the partnership and financial contribution agreements with Hydro-Québec;

THAT the Director-General, Benoit Tremblay, be authorized to sign, for and on behalf of the Municipality of the Village of North Hatley, the said partnership agreement for (240V) EV charging stations and the financial contribution agreement under the 4,500 charging station grant programme.

VOTE FOR:	VOTE AGAINST:	ABSTENTION:
ADOPTION:	ADOPTÉD	

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2024-11-04.19

**LAND - 50 RUE LAPRISE - CANTON DE HATLEY – REQUEST FOR ZONING CHANGE**

WHEREAS the Municipality is the owner of the lot at 50 chemin Laprise located in Canton de Hatley;

WHEREAS the Municipality would like to know of the possibility of building a municipal garage on the said lot;

WHEREAS the current zoning does not permit the building of a municipal garage on the said lot;

I, ELIZABETH FEE, MOVE

TO mandate the Inspector-General, Mathieu Abran and the Director-General, Benoit Tremblay, to submit a request for zoning change to the Municipalité du Canton de Hatley in order to allow 'municipal services' on lots 4 029 634, 4 029 650 and 4 029 743.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-11-04.20

**AWARD OF CONTRACT — ICE RINK MAINTENANCE**

WHEREAS parc de la Rivière is a go-to spot for skaters, hockey players and other users of ice surfaces during the winter months;

WHEREAS every year, the Municipality opens the skating rink, an ice area and ice path in the park to entertain citizens and visitors alike;

WHEREAS regulars also enjoy walking along the ice path located in the park;

WHEREAS the cost of maintaining the ice rink is shared between the Canton de Hatley and the Municipality as per an agreement to this effect;

WHEREAS the Municipality received a proposal for Tom Price;

I, DANIELLE DUPRÉ, MOVE

THAT the ice rink maintenance contract be awarded to Tom Price in the amount of \$16,000 before taxes;

THAT the cost be covered under budgetary item 02.701.50.529.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-11-04.21

**BY-LAW RU2024-01 ON SAFETY, PEACE AND ORDER — ADOPTION**

I, DANIELLE DUPRÉ, MOVE

To adopt By-law RU2024-01 on safety, peace and order.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2024-11-04.22

**QUESTION PERIOD ON ISSUES OF LOCAL PUBLIC INTEREST**

QUESTIONS MAY BE ASKED VERBALLY AND BY STATING ONE'S NAME, ADDRESS AND CITY/TOWN.

CITIZENS		ISSUES
MICHAEL GRAYSON 1085, Massawippi	Q.	<i>Les questions ont été posées en anglais</i> 1. Brown bin pick-up: shorten pick-up schedule; 2. Écocentre: is access to a closer Écocentre possible?



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		<ul style="list-style-type: none"> <li>3. Tree stakes;</li> <li>4. Inspection of riverbanks;</li> <li>5. Proposal for the master plan – flood zones</li> </ul>
	R.	<p><i>Les questions ont été répondues en anglais</i></p> <ul style="list-style-type: none"> <li>1. We'll look into the feasibility of doing so</li> <li>2. Magog might be an option for us. To follow-up</li> <li>3. We ordered stakes and ties for the new trees in the village</li> <li>4. This subject will be added to the Agenda of the next workshop</li> <li>5. The items outlined in the resolution are just proposals</li> </ul>
<p>CLAUDE GENDRON 340, rue Séguin</p>	Q.	<ul style="list-style-type: none"> <li>1. Ditches on Rublee: there is still a lot of water that could lead to other problems</li> <li>2. Speed signs have yet to be put up on rue Sherbrooke;</li> <li>3. Water meters for at least 6 units</li> </ul>
	R.	<ul style="list-style-type: none"> <li>1. We will look into it</li> <li>2. This is on the public works schedule</li> <li>3. A meeting with M. Gendron will be scheduled</li> </ul>
<p>DONALD WATT 4110, Magog</p>	Q.	<p><i>Les questions ont été posées en anglais</i></p> <ul style="list-style-type: none"> <li>1. Do we pay for the beach in Ayer's Cliff?</li> <li>2. Sand available to be given to the Municipality</li> <li>3. Master plan: looked at the McGill (2012) study and it had good ideas. Didn't get involved as he didn't speak French</li> </ul>
	R.	<p><i>Les questions ont été répondues en anglais</i></p> <ul style="list-style-type: none"> <li>1. No</li> <li>2. Public works will pick it up</li> <li>3. People will have the opportunity to get involved, no matter the spoken language</li> </ul>

2024-11-04.23

**MEETING ADJOURNED**

At 8:01 p.m., all issues on the Agenda having been addressed;

I, ELIZABETH FEE, 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.