

**MINUTES
VILLAGE OF NORTH HATLEY
JANUARY 24, 2025**

SPECIAL MEETING of Municipal Council Municipal Council held at the Église Sainte-Élisabeth de North Hatley community hall at 11:30 a.m.

PRESENT are the following Councillors:

- | | |
|----------------------|-----------------------|
| 1. Michel DESROSIERS | 4. |
| 2. | 5. VACANT |
| 3. Danielle DUPRÉ | 6. Andrew J PELLETIER |

ABSENT: Elizabeth FEE, Carrol HALLER

QUORUM is present with Mayor Marcella Davis-Gerrish presiding.

ALSO PRESENT are Benoit Tremblay, Director-General, and Bruno Bélisle, Assistant Director-General.

The Notice of Meeting was given, as required by law, to Council members not present at the opening of the Meeting.

AGENDA

1. Adoption of the Agenda
2. Question Period on Items listed on the Agenda
3. Award of Contract – Master Plan and Implementation
4. Meeting Adjourned

2025-01-24.13

ADOPTION OF THE AGENDA

I, ANDREW J PELLETIER, MOVE

THAT the Agenda be adopted as presented.

QUESTION PERIOD ON ITEMS LISTED ON THE AGENDA

CITIZENS	ISSUES
BENOIT LÉPINE 3045, CAPELTON	Q. How many bidders were contacted for this call for tenders?
	R. It was posted on the SEAO site – 20 to 25 firms downloaded the call for tenders. Of these firms, at the closing date for bids, January 16 at 11 a.m., three firms had submitted a bid.
	Q.
	R.

2025-01-24.14

AWARD OF CONTRACT – MASTER PLAN AND IMPLEMENTATION STRATEGY

- | | |
|---------|--|
| WHEREAS | Resolution 2024-09-09.11 mandated Administration to seek out private and philanthropic funding for the Master Plan; |
| WHEREAS | the Ottawa Community Foundation stated its interest in covering the costs of putting together a master plan and a strategy for implementation; |
| WHEREAS | Resolution 2024-10-07.25 mandated Administration to put out a call for proposals to firms specialized in putting together a master plan and implementing it; |
| WHEREAS | tender specifications were published on the SÉAO platform in accordance with the Politique de gestion contractuelle; |
| WHEREAS | the Municipality received 3 conformity proposals by the closing submissions date of January 16, 2024 at 11 a.m.; |

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WHEREAS a citizens committee mandated to review the 3 proposals met on January 20 last and made the following recommendations to Council;

WHEREAS the proposals submitted were the following:

Firm	Conformity	Final score	Rank	Amount tx inc	Comments
Domus Architecture – Design urbain	oui	11,29	1	121 298,63\$	
Équipe Vivace architecte / Affleck de la Riva architectes / Enclume, urbanisme / LGP, développement économique / Équipe Laurence, ingénierie	oui	7,40	2	179 941,62\$	
Écoterritoire	oui	-	-	-	Did not meet the required score to open the price envelope.

I, DANIELLE DUPRÉ, MOVE

THAT the contract be awarded to the firm of Domus architecture – Design urbain in the amount of \$121,298.63 taxes included;

THAT the Director-General and Clerk-Treasurer be mandated to sign all related agreements for and on behalf of the Municipality;

THAT the proposal by the firm of Domus architecture-Design urbain stand as the official binding contract between the Municipality and the said firm;

THAT the Municipality immediately put out a call for candidates to the citizens of North Hatley to form a steering committee that will be mandated to do a follow-up at every stage of the project;

THAT the steering committee consist of 5 members including two (2) Council members and three (3) residents of North Hatley;

THAT the call for candidates take place from January 24 to 31, 2025;

THAT the steering committee be named by resolution at the February 3, 2025 Council meeting.

VOTE FOR:		VOTE AGAINST:		ABSTENTION:	
ADOPTION:	ADOPTÉD				

2025-01-24.15 MEETING ADJOURNED

At 11:36 a.m., all issues on the Agenda having been addressed;

I, MICHEL DESROSIERS, MOVE

That the meeting be concluded and adjourned.

MARCELLA DAVIS-GERRISH
Mayor

BENOIT TREMBLAY
Director-General

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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.