



<b>MINUTES OF THE REGULAR TOWN COUNCIL OF THE TOWN OF BARKMERE HELD APRIL 11<sup>TH</sup>, 2015, AT 10:05 AM AT THE COMMUNITY CENTER OF THE TOWN OF BARKMERE, BARKMERE, QUEBEC</b>		
<b>Present:</b>	The Mayor	Luc Trépanier
	The Councillors	Marc Fredette Chantal Raymond Bruce MacNab Jake Chadwick Tim Kalil
	Town Manager & Secretary Treasurer	Katia Morin
<b>Absent:</b>	The Councillor	Stephen Lloyd

## **1. Resolution 2015-033 – Acceptance of the proposed agenda**

It is proposed by Councillor Jake Chadwick, seconded by Councillor Bruce MacNab and it is adopted unanimously by the present members:

**THAT** the proposed agenda be adopted as proposed:

### **1. Approval of the agenda**

### **2. Adoption of the Minutes of the Regular Meeting held on March 14th, 2015**

### **3. Current business**

- 3.1 Announcements
- 3.2 Correspondence
- 3.3 BLPA
- 3.4 Follow-up from last meeting
- 3.5 Question period (30 minutes)

### **4. Finance and Administration**

- 4.1 Town Manager's report
- 4.2 Accounts payable
- 4.3 Resolution – Resignation of the Town Manager & Secretary-Treasurer
- 4.4 Resolution – Nomination of Pro Mayor
- 4.5 Resolution – Agreement with the bank TD Canada Trust to allow payment of invoices on-line.
- 4.6 Resolution – Deposit of the 2014 financial statements: Deposit of the financial report and the independent auditor's report.

### **5. Infrastructures**

- 5.1 Resolution – Creation of a selection committee for the City Hall reconstruction project.
- 5.2 Resolution – Authorization for invitation to tender for the professional services for the City Hall reconstruction project.
- 5.3 Resolution – Creation of a new path on Goulden Island.

### **6. Urban Planning**

- 6.1 Resolution – Dispensation of the reading of Regulation Number 228 modifying zoning regulation 201.
- 6.2 Resolution – Adoption of the project of Regulation Number 228 modifying zoning regulation 201.
- 6.3 Resolution – Creation of a public consultation regarding the project of Regulation Number 228.
- 6.4 Resolution – Mandate to the firm Apur.

### **7. Environment**

- 7.1 Resolution – 2015 membership to the CRE Laurentides.

### **8. M.R.C. and governmental affairs**

- 8.1 Mayor's report

### **9. Meeting adjournment**

**ADOPTED**



## 2. Resolution 2015-034 - Adoption of the Minutes of the Regular Meeting held on March 14th, 2015

**CONSIDERING THAT** a copy of the Minutes was given to each member of the Town Council not less than twenty-four hours before the present council meeting, thus conforming to Article 333 of the *Cities and Towns Act*, RSQ c C-19,

**THEREFORE**, it is proposed by Councillor Chantal Raymond, seconded by Councillor Tim Kalil and it is adopted unanimously by the present members:

**THAT** the minutes of the Regular Meeting of the Municipal Council held on March 14th, 2015, be adopted as proposed.

### ADOPTED

## 3. Current Affairs

### 3.1. Announcements

The Town would like to repeat that there will not be any containers for large garbage at the Landing for the summer season of 2015. The Town is currently organizing a pilot project for mobile eco-centers. We restate that the containers currently at the Landing must be used only for domestic garbage and allowable recyclable materials. The Town will be more severe on this point.

Citizens are throwing out electronic garbage and construction materials in the containers at the Landing. This causes considerable administrative complications and extra fees charged to the Town. We ask for the collaboration of everyone and remind you that citizens have access to eco-centers to dispose of this residual matter. Entrepreneurs must make arrangements to get rid of their construction materials and pay the necessary fees for such.

### 3.2. Correspondence

- a) RIDR – email received the 20<sup>th</sup> of March which included Resolution # R.3262.15.03.18. This resolution states that the latest date to join the organic garbage collection is June 30<sup>th</sup>, 2015. We also received a letter to this effect on March 31<sup>st</sup>, 2015.

### 3.3. BLPA

No representative.

### 3.4. Follow up from previous council meeting

The Town still has not received the last payment from the TECQ. The Town was supposed to receive this last payment the week of April 13<sup>th</sup>, 2015.

The Town is currently working on the reimbursement of taxes paid for the rental of docks in previous years.

The Town has undertaken the process to obtain road signage: We had to make a few changes to the proofs that were received.

### 3.5. Question Period

Start of the question period for a maximum of 30 minutes, at 10:12 a.m.

No questions.

End of the question period at 10:13 a.m.

## 4. Finance and Administration

### 4.1 Report of the Town Manager

Report for the month of March 2015:

Permits (0), Certificates of Authorization (2), PIIA (0), Subdivision (1), Septic pumping (0)  
Transfers (0)



#### 4.2 Resolution 2015-035 - Payables

It is proposed by Councillor Marc Fredette, seconded by Councillor Jake Chadwick and it is resolved unanimously by the members present.

**THAT** the accounts listed below be ratified and paid:

<b>Town of Barkmere</b>				
<b>Cheque Log for 15411111 National Bank - Mont-Tremblant</b>				
<b>No.</b>	<b>Payee</b>	<b>Amount</b>	<b>Date</b>	<b>Explanation</b>
EFP-332	Bell Mobilité	\$43.00	16/03/2015	Mobile phones - employees
EFP-327	Hydro-Quebec	\$652.57	17/03/2015	Electricity 182 Barkmere road
EFP-328	Hydro-Quebec	\$324.35	17/03/2015	Electricity - Street lighting
EFP-329	Hydro-Quebec	\$42.24	17/03/2015	Electricity - Landing
EFP-334		\$1,722.91	25/03/2015	Pay for period ending 2015-03-22
EFP-335		\$1,378.43	25/03/2015	Pay for period ending 2015-03-22
EFP-333	Bell	\$158.09	06/04/2015	Phone Town hall
EFP-336	Master card	\$27.82	06/04/2015	Miscellaneous expenses
EFP-341		\$1,378.43	08/04/2015	Pay for period ending 2015-04-05
EFP-342		\$1,722.91	08/04/2015	Pay for period ending 2015-04-05
EFP-339	Hydro-Quebec	\$255.42	09/04/2015	Electricity 182 Barkmere road
		\$7,706.17		Total - Bylaw 213
3813	Chèque annulé			
3817	Gilbert Miller & fils	\$3,406.14	11/04/2015	1st payment snow removal Duncan road
3818	Alissa Meurs	\$110.20	11/04/2015	Cleaning of the municipal hall
3819	Monique Bibeau	\$900.00	11/04/2015	Accounting
3820	Municipalité du Canton Arundel	\$1,336.50	11/04/2015	First responce
3821	MRC des Laurentides	\$2,742.19	11/04/2015	RIDR adjustment
3822	Katia Morin	\$129.63	11/04/2015	Expense account
3823	L'OBV RPNS	\$100.00	11/04/2015	Annual fee
3824	Plomberie Brébeuf	\$469.96	11/04/2015	Water pump temporary repair
3825	Ville de Ste-Agathe des Monts	\$161.82	11/04/2015	Annual fee
3826	Tremblay Savoie Lapierre	\$165.92	11/04/2015	Lawyer fees
3827	Prévost Fortin D'Aoust	\$1,178.57	11/04/2015	Lawyer fees
3828	Sage Software Canada Ltd.	\$1,086.51	11/04/2015	Annual fee
3829	Équipement Moore Ltée	\$439.78	11/04/2015	Temporary rental of a Town Hall
	<b>TOTAL</b>	\$19,933.39		

#### **ADOPTED**

#### 4.3 Resolution 2015-036 – Resignation of the position of Director General and Secretary-Treasurer

**WHEREAS** the resignation letter from Mrs. Katia Morin received by the Mayor, Mr. Luc Trepanier, informed him concerning her resignation from the position of Director General and Secretary-Treasurer;

**THEREFORE**, Councillor Jake Chadwick moved, Councillor Tim Kalil seconded and it was unanimously resolved by all present:

**TO ACCEPT** the resignation of Mrs. Katia Morin from the position of Director General and Secretary-Treasurer. This resignation becomes effective on April 14<sup>th</sup>, 2015.

#### **ADOPTED**

#### 4.4 Resolution 2015-037 – Nomination of the Pro Mayor

**WHEREAS** the Town of Barkmere must ensure its functioning and its representation in case the Mayor is absent;

**WHEREAS** Article 56 of the *Cities and Towns Act* (R.S.Q. c. C-19) allows the Town Council to designate a Councillor to act as Pro Mayor for a fixed period;



**WHEREAS THAT** the mandate of Councillor Jake Chadwick as Pro Mayor of the Town of Barkmere ends on April 11<sup>th</sup>, 2015;

**THEREFORE**, Councillor Jake Chadwick moved, Councillor Tim Kalil seconded and it was unanimously resolved by all present:

**THAT** Councillor Bruce MacNab be designated as Pro Mayor of the Town of Barkmere for the period starting April 12<sup>th</sup>, 2015, and ending July 11<sup>th</sup>, 2015, inclusively.

**ADOPTED**

**4.5 Resolution 2015-038 – Agreement to pay bills online with the TD Bank Canada Trust**

**WHEREAS** there is increasing requests from citizens to pay bills online with the TD Bank Canada Trust;

**WHEREAS THAT** the Town wants to provide an easy and accessible way for citizens to pay;

**THEREFORE**, Councillor Tim Kalil moved, Councillor Marc Fredette seconded and it was unanimously resolved by all present:

**TO AUTHORIZE** the Mayor and the General Director to sign all necessary documents to provide this service to citizens and pay the set up costs.

**ADOPTED**

**4.6 Resolution 2015-039 – Presentation of the 2014 financial statements: Presentation of financial report and the report of the independent auditor**

**CONSIDERING** the Article 105.1 of the *Cities and Towns Act* (CQLR c. C-19);

**THEREFORE**, Councillor Marc Fredette moved, Councillor Jake Chadwick seconded and it was unanimously resolved by all present:

**THAT** the financial report of the Town of Barkmere for the year 2014 be accepted and be recorded in the archives of the Town;

**AND**

**THAT** the report of the independent auditor, accompanying the 2014 financial report, also be accepted and be recorded in the archives of the Town.

**ADOPTED**

**5. Infrastructures**

**5.1 Resolution 2015-040 – Creation of selection committee for the Town Hall reconstruction project**

**WHEREAS** the Town would like to proceed with a Request For Tender (RFT) for professional services;

**WHEREAS** a committee has to be formed before the Request For Tender (RFT) in accordance with the Article 573.1.0,.1.1 of the *Cities and Towns Act*, RSQ, c. C-19;

**THEREFORE**, Councillor Bruce MacNab moved, Councillor Tim Kalil seconded, and it was unanimously resolved by all present:

**TO FORM** a committee before the Request For Tender, in accordance with the Article 573.1.0.1.1 of the *Cities and Towns Act*, RSQ c. C-19;

**ADOPTED**



## **5.2 Resolution 2015-041 – Authorization of a Request For Tender (RFT) for professional services in the file of rebuilding the Town Hall**

**WHEREAS** the resolution 2013-114;

**WHEREAS** the letter from the “Ministère des Affaires municipales et de l’Occupation du territoire (MAMOT)” received on September 25th, 2014 gave the Town a preliminary authorization for the “Programme d’infrastructures Québec-Municipalités (PIQM)”;

**WHEREAS** the requirements letter from the MAMOT received on October 10th, 2014;

**WHEREAS** this letter gave a list of requirements that the Town has to follow to obtain a definitive authorization for the grant awarded;

**WHEREAS** THAT the Town needs professional services of an architect quickly in this process in order to meet the requirements;

**WHEREAS** the Town will go with a Request For Tender for these services;

**WHEREAS** a committee must be formed before the Request For Tender;

**THEREFORE**, Councillor Tim Kalil moved, Councillor Bruce MacNab seconded, and it was unanimously resolved by all present:

**THAT** the Council of the Town of Barkmere authorize the transmission of the Request For Tender number 2015-001, following the formation of the selection committee, for professional services of an architect, with a weighting system in accordance with the article 573.1.0.1.1 of the *Cities and Towns Act*, CQLR, c. C-19, the weighting system will consist of the following criteria:

- Criterion 1 – Understanding the mandate – Methodology (30 points)
- Criterion 2 – Qualification and experience of the bidder (25 points)
- Criterion 3 – Qualification and experience of project leader (25 points)
- Criterion 4 – Respect of the schedule and availability to the project (20 points)

### **ADOPTED**

## **5.3 Resolution 2015-042 – Creation of a new path on Goulden Island**

**WHEREAS** Goulden Island was bequeathed to the Town of Barkmere by the will of the late Christopher Healy Goulden and the deed from his widow Adelaide Mackenzie Mae and her daughter Edith M. Goulden, provided it is used as a park or recreation ground for all citizens and residents of Barkmere;

**WHEREAS THAT** the Town of Barkmere, in order to respect the donor’s wishes, has signed a lease with the BLPA to use the northern part of Gould Island for recreation;

**WHEREAS THAT** the Town wants to work with the BLPA for the creation of a new walking path on Goulden Island;

**THEREFORE**, Councillor Chantal Raymond moved, Councillor Jake Chadwick seconded, and it was unanimously resolved by all present:

**TO AUTHORIZE** the establishment of a project to create a new walking path on Goulden Island..

### **ADOPTED**



## 6. Urban Planning

### 6.1 Resolution 2015-043 – Exemption from reading Bylaw 228 amending zoning Bylaw 201

**CONSIDERING THAT** Article 356 of the *Cities and Towns Act* (RSQ c. C-19) allows the dispensation of the reading of a draft bylaw;

**CONSIDERING THAT** a copy of the Bylaw number 228 was given to the members of the Council more that two judicial days before the current session;

**CONSIDERING THAT** all members of the Council declared having read the Bylaw number 228 and forgo its reading;

**THEREFORE**, Councillor Marc Fredette moved, Councillor Chantal Raymond seconded, and it was unanimously resolved by all present:

**THAT** the Municipal Council of the Town of Barkmere forgo the reading of Bylaw number 228 amending the zoning Bylaw number 201.

**ADOPTED**

### 6.2 Resolution 2015-044 – Adoption of draft Bylaw 228 amending zoning Bylaw 201

**WHEREAS** the Regulation of zoning number 201 is in force since December 7<sup>th</sup>, 2009, the date of issuance of the certificate of conformity of the RCM of the Laurentians;

**WHEREAS** the municipality may, according to law, modify the contents of its bylaws;

**WHEREAS** the draft bylaw modifies regulations regarding works near streams and lakes;

**WHEREAS** the current modification aims to complete and clarify regulations already existing;

**WHEREAS** a notice of motion was given by the Councillor Stephen Lloyd on the meeting held on March 14<sup>th</sup>, 2015;

**THEREFORE**, Councillor Jake Chadwick moved, Councillor Chantal Raymond seconded, and it was unanimously resolved by all present:

**TO ADOPT** the draft Bylaw 228 amending zoning Bylaw 201.

**ADOPTED**

### 6.3 Resolution 2015-045 – Public consultation concerning the draft Bylaw 228 amending zoning Bylaw 201

**WHEREAS** Article 53 of the Act Respecting Land use Planning and Development (RSQ, c A-19-1) states that the draft bylaws regarding urbanism must be submitted to a public consultation;

**WHEREAS** Article 53.1 of the Act Respecting Land use Planning and Development (RSQ c A-19-1) states that the public consultation must be held via a commission formed by members of the Municipal Council;

**WHEREAS** Articles 125 and 127 of the Act Respecting Land use Planning and Development (RSQ, c A-19-1);



**THEREFORE**, Councillor Jake Chadwick moved, Councillor Chantal Raymond seconded, and it was unanimously resolved by all present:

**THAT** the Municipal Council of the Town of Barkmere institutes a commission with the mandate of organizing a public consultation on the acceptance of draft Bylaw 228 and appoint the following members:

- The Mayor of the Town, Luc Trépanier;
- Councillor Stephen Lloyd;
- Councillor Jake Chadwick;

**AND**

**THAT** the Town of Barkmere hold a public consultation, regarding draft Bylaw 228, on Saturday May 9th, 2015, at 9:30 AM at the Community Center of Barkmere.

**ADOPTED**

#### **6.4 Resolution 2015-046 – Hiring of Apur firm**

**WHEREAS** the Town adopted its urbanism bylaws in 2009;

**WHEREAS** the Town has noted that regulations have some deficiencies in their application, towards achieving the objectives and respecting the vision of the Town.

**WHEREAS** the Town wants to clarify certain regulations and facilitate the implementation of urbanism bylaws;

**WHEREAS** the Town received a service offer from the urbanism firm Apur;

**THEREFORE**, Councillor Marc Fredette moved, Councillor Bruce MacNab seconded, and it was unanimously resolved by all present:

**TO HIRE** the firm Apur to revise its urbanism bylaws for a maximal amount of \$6,270.00 to this amount must be added the 5% management fees; travel fees; and, taxes.

**ADOPTED**

### **7. Environment**

#### **7.1 Resolution 2015-047 – Membership 2015 to CRE Laurentides**

**WHEREAS** CRE Laurentides is involved in the protection and environmental development;

**WHEREAS** the Town of Barkmere wants to become a member of this organization;

**WHERE** annual fee for a municipality is \$ 120.00;

**WHEREAS** the Town is required to nominate a person as contact;

**THEREFORE**, Councillor Tim Kalil moved, Councillor Bruce MacNab seconded, and it was unanimously resolved by all present:

**TO BECOME** a member of the CRE Laurentides;

**TO PAY** the 2015 annual fee in the amount of \$120.00;

**AND**

**TO NOMINATE** Councillor Mr. Jake Chadwick as contact for the Town of Barkmere.

**ADOPTED**



## 8. M.R.C. and governmental affairs

### 8.1 Mayor's Report

- a) The MRC has hired Ms. Katia Morin as Director of Legal Services and Human Resources, having met with several candidates before making a decision. There was a discussion concerning the limited resources available in small towns and cities to keep their employees.
- b) Concerning the "parc linear", there was a discussion regarding who would assume the costs of same.
- c) There was a presentation on the interactive information terminals which allowed users to view the tourist attractions of the MRC.
- d) Concerning the file on the services of the Laurentian School Commission, the MRC voted a resolution to block the relocation of school children.
- e) The RIDR invoiced an adjustment for the year 2014 and, after its division, Barkmere must pay approximately \$2,700.00. This increase is primarily due to the surplus of tonnage from last year.
- f) There was a motion to congratulate the Municipality of Lac-Tremblant-Nord because it was the highest performing municipality in regards to recycling.

## 9. End of Session

The next regular Council session shall be held on May 9th, 2015, at 10:00 AM, in the Community Center at Barkmere, Quebec.

### 9.1 Resolution 2015-048 – End of session

The meeting was adjourned at 10:44 a.m.

It is proposed by Councillor Chantal Raymond, seconded by Councillor Bruce MacNab, and resolved unanimously by the present members:

**THAT** the session of the Town Council be adjourned.

**ADOPTED**

Approved by:

Certified by:

\_\_\_\_\_  
Luc Trépanier, Mayor

\_\_\_\_\_  
Katia Morin, Town Manager & Sec Treas.





## Permis et Certificats d'Autorisation pour Mars 2015 - Ville de Barkmere

<b>PERMIS DE CONSTRUCTION</b>						
Date	Permis			Type <small>Constuction, réno, reconstruction, agrandissement</small>	LDE	Description
	Year	Category	Number			

<b>CERTIFICAT D'AUTORISATION</b>						
Date	Permis			Type <small>Constuction, réno, reconstruction, agrandissement, ouvrage</small>	LDE	Description
	Year	Category	Number			
17-mars-15	2015	CA	07	Ouvrage rive / littoral	1510	Construction d'un abri à bateau <i>(avec démarches au Centre d'Expertise Hydrique du Québec)</i>
24-mars-15	2015	CA	09	Ouvrage rive / littoral	1340	Construction d'un trottoir et d'une plateforme d'accès pour la Marina de Barkmere

<b>PERMIS DE LOTISSEMENT</b>						
Date	Permis			Type <small>Opération cadastrale, regroupement</small>	LDE	Description
	Year	Category	Number			
13-mars-15	2014	L	01	Regroupement	2294	Regroupement de cinq (5) lots existant en un nouveau lot