

**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF BARKMERE HELD APRIL 9<sup>TH</sup>, 2016 AT 10:00 AM AT THE BARKMERE COMMUNITY CENTER, BARKMERE, QUEBEC**

<b>In attendance :</b>	The Mayor	Luc Trépanier
	Councillors	Jake Chadwick Tim Kalil Marc Fredette Stephen Lloyd Chantal Raymond Bruce MacNab
	Director General	Steve Deschenes

**1. Resolution 2016-032 – Approval of the proposed agenda**

It is proposed by Councillor Stephen Lloyd, and seconded by Councillor Chantal Raymond, and it is adopted unanimously by the present members:

**THAT** according to the request of the councillor Chantal Raymond that the agenda be modified with the addition in point **5. Communications**, the item **5.4 Website, Announcement of the new Web site of the Town of Barkmere** and that the agenda be approved as proposed and modified;

**1. Approval of the agenda**

**2. Adoption of the minutes**

2.1 Regular meeting held on march 12th, 2016

**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 – Hiring of an administrative assistant
- 4.4 Presentation of the certificate regarding the public notice for bylaw 237
- 4.5 Resolution – Appointment of a Pro-Mayor
- 4.6 Resolution - Presentation of the 2015 financial statements: presentation of financial report and the report of the independent auditor

**5. R.C.M. and governmental affairs**

- 5.1 Resolution- Exemption from reading Bylaw 238
- 5.2 Resolution- Adoption of Bylaw 238 regarding the Municipal Bulletin of the Town of Barkmere
- 5.3 Reception of letter from Ministère des Affaires Municipales et de l'Occupation du territoire
- 5.4 Website, Announcement of the new Web site of the Town of Barkmere

**6. Environnement**

6.1 Notice of motion-Modifications of Bylaw 162

**7. Infrastructures**

7.1 Resolution-Purchase of docks for rental at the marina

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

- 8.1 Mayor's report
- 8.2 Resolution-Non-resident tarification for Huberdeau day camp

**9.Meeting adjournment**

**ADOPTED**

## **2. Adoption of the minutes**

### **2.1 Resolution 2016-033 – Adoption of the minutes of the regular meeting held on March 12th 2016**

**Recognizing** that all the members of this meeting received a copy of the minutes at least 24 prior to this meeting according to provisions of the article 333 of the *Cities and Towns Act* (R.S.Q. c.C-19)

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

**THAT** the minutes of the regular meeting of the municipal council held on March 12th, 2016, be adopted as proposed.

### **ADOPTED**

## **3. Current Affairs**

### **3.1. Announcements**

The 2015 residual materials tonnage figures have been published. Our efforts paid off as we were the worst of the MRC in 2014, we are now one of the best recyclers. Our mobiles eco-centers combined with the fact that we have abandoned the large waste containers, are the main contributors to this result. We hope that the new containers bought last winter will help to contribute to reduce the volume of land fill waste. This will help to reduce our share of the RIDR in 2017 in relation to other municipalities.

### **3.2. Correspondence**

We received a letter from MAMOT saying they didn't received our 2016 budget. Since has subsequently been rectified.

We received a letter from Mrs. Andrea Leber about the out house on Goulden island.

We received a letter from Mr. Kevin O'Shaughnessy and his wife asking for reimbursement of their fees for the day camp of Huberdeau.

We received many letters and had many questions about the loan by-law. We tried to explain the issue about the subsidy procedure of the PIQM program. We will offer a complete explanation of this matter in the next Municipal bulletin when all the financials will be finalized with the Ministry.

### **3.3. BLPA**

No representative.

### **3.4. Follow up from last meeting**

Concerning the question from Mrs. Andrea Leber regarding the outhouse on Goulden island: first, our urbanism regulations permit, by exception, the installation of an outhouse in parks, playgrounds and other public places. Goulden island is officially a park and so this kind of installation is allowed subject to the government regulation Q-2, r.22. The BLPA submitted a plan to change the toilet installation on Goulden island. Our municipal inspector will make sure this new installation meets the provincial regulations.

Concerning, the hiring of a new administrative assistant, Mrs Louise Sanderson didn't meet the minimal expectations necessary for the job. Mr Deschênes will propose a new person during this meeting.

### **3.5. Question Period (30 minutes)**

Start of the question period for a maximum of 30 minutes, at 10:11 a.m.

Mrs Sylvestre- informed the council that her insurance company won't modify her premium for her fire insurance coverage despite the installation of the fire-hydrant. She also informed the council that the snow removal on the road leading to this equipment wasn't done properly last winter.

Mrs Leber- Informed the council that she sent a letter concerning the implementation of a system of labelling of the boats on the lake.

The mayor confirmed the receipt of this letter and indicated that the administration of the Town is actually working on the modification of Bylaw 162 to include a way to register each boat with a label and this point covered in the agenda with a motion on this matter.

Mr Duchesne- announced to council that there had been recent events of theft and vandalism on Jesuits Road and he's concerned about the fact that the council is thinking of removing the Lynx operation (also present in Montcalm), about security in Barkmere and the role of the Town in this matter. He also mentioned that the Sureté du Québec seems to know the criminal but can't make a formal charge for lack of proof.

The mayor confirms being informed about these events which happened last winter and mentions that other events of this kind happened in the Town due to unoccupied houses in winter. The Town meets with the captain of the Sureté du Québec each year to make sure they are aware of our situation and that we would like more police patrols in and around Barkmere. The mayor mentions the situation where a thief was photographed by hunting cameras and the pictures were given to the police department but still no arrest took place in that case. The mayor informed Mr Duchesne that a security committee exists and invites him to get involved in this committee.

Mrs Bartlett- Asks the council if they have granted the contract for construction of the Town Hall and community center. The mayor answers no.

Mrs Bartlett- Asks the council if they are going to move forward with the construction of the Town Hall and community center even if they don't receive the subsidy from the government. The mayor answers no.

The mayor outlined to citizens present the process of awarding grants in relation to construction projects and reminds all that the council will provide all details to citizens about the final decision regarding the subsidy, the financial details of the project for the construction of the Town Hall and community center and about the minimal impact on the budget of the Town.

Mrs Sylvestre: Informed the council about the presence of a tree under the bridge which could create a jam.

We will communicate this information to concerned parties in order to rectify the situation. As information, it involves dual jurisdiction (the Town and the MRC) concerning the water ways.

Mr. Bellerose: informed the council that after the work done by the transport minister on the bridge over the Long creek at the entrance of the Town, the water level is much higher than before the reparation.

End of the question period at 10:52 a.m.

## **4. Finance and Administration**

### **4.1 Town Manager's report**

Regarding the dam, we will proceed next week with the installation of a ruler to take measurements of the lake level and with the help of the engineering firm will measure the flow of the water. This is needed for any new classification of the dam.

Concerning the Town Hall and community center, Bylaw 237 has been sent to Quebec and we are now waiting for approval and signature from the minister just like the subsidy from the PIQM program.

We issued 1 construction permit, 2 certificates of autorisation, 1 PIIA demand and no requests for lot subdivisions. We also didn't receive any confirmation of septic pumping.

Concerning property transfers, the MRC des Laurentides, sent us a transaction of transfer of ownership between Kim Nymark and Thomas Lader.

#### 4.2 Resolution 2016-034 – Accounts Payable

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:

Ville de Barkmere					
Registre des chèques pour 15411111 Banque Nationale - Mont-Tremblant					
Town of Barkmere					
Cheque Log for 15411111 National Bank - Mont-Tremblant					
No.	Bénéficiaire	Montant	Date	Explication	
No.	Payee	Amount	Date		Explanation
EFP-470	Hydro-Québec	\$378,18	2016-03-18	Électricité 182 ch. Barkmere	Electricity 182 Barkmere road
EFP-471	Hydro-Québec	\$720,81	2016-03-18	Électricité 182 ch. Barkmere	Electricity 182 Barkmere road
EFP-472	Hydro-Québec	\$345,46	2016-03-18	Électricité - luminaires de rue	Electricity - Street lighting
EFP-473	Hydro-Québec	\$33,40	2016-03-22	Électricité - débarcadère	Electricity - Landing
EFP-474		\$1 840,95	2016-03-23	Paie pour la période finissant 2016-03-20	Pay for period ending 2016-03-20
EFP-475		\$1 382,25	2016-03-23	Paie pour la période finissant 2016-03-20	Pay for period ending 2016-03-20
EFP-476	Bell Canada	\$159,86	2016-04-12	Téléphones Hôtel de Ville	Phone Town Hall
EFP-477	Mastercard	\$220,91	2016-04-14	Dépenses Diverses	Miscellaneous expenses
EFP-480		\$116,54	2016-03-24	Paie période finissant 20 mars 2016	Pay period ending March, 20 2016
EFP-480		\$424,36	2016-04-06	Paie période finissant 3 avril 2016	Pay period ending April 3, 2016
EFP-479		\$1 840,95	2016-04-06	Paie période finissant 3 avril 2016	Pay period ending April 3, 2016
EFP-478		\$1 533,17	2016-04-06	Paie période finissant 3 avril 2016	Pay period ending April 3,2016
		\$8 996,84		Total - Règlement 213	Total - Bylaw 213
4023	Energies Sonic RN s.e.c	\$431,53	2016-04-28	Huile Chauffage	Heating Oil
4024	Freashwater Reseach	\$1 575,00	2016-04-09	Analyse de Qualité de l'Eau	Water Quality Data Research
4025	Clipet, M. Léo	\$990,00	2016-04-09	Conception site Internet	Internet Site Design
4026	Médias Transcontinental S.E.N.C	\$588,67	2016-04-09	Avis Public	Public Notice
4027	Annulé				
4028	Ministre des Finances du Qué. (CEH)	\$3 101,85	2016-04-09	Barrages - Auto.	Dam. Auto.
4029	Annulé				
4030	Annulé				
4031	Eastman Systems	\$1 045,89	2016-04-09	Factures de taxes 2016	Tax Bills 2016
4032	Médias Transcontinental S.E.N.C.		2016-04-09	Projet Hôtel de Ville	City Hall Project
4033	Tremblay Savoie Lapiere	\$3 175,61	2016-04-09	Avis Juridique	Legal Notice
4034	Equipements Moore Ltée.	\$439,78	2016-04-09	Location Hôtel de Ville Temporaire	Temporary Town Hall Rental
4035	Réparation Petits Moteurs Gémonserv	\$200,00	2016-04-09	Réparation de Scie à Chaîne	Chain Saw Repairs
4036	Annulé				
4037	Roy, Dave Williams	\$656,06	2016-04-09	Dépenses au 5 avril 2016	Expense account to April 5, 2016
4038	Steve Deschenes	\$204,00	2016-04-09	Dépenses au 5 avril 2016	Expense account to April 5, 2016
4039	Monique Bibeau	\$900,00	2016-04-09	Comptabilité	Accounting
4040	Alissa Meurs	\$100,00	2016-04-09	Ménage	Cleaning
	TOTAL	\$22 405,23			

**ADOPTED**

#### 4.3 Resolution 2016-035 hiring of an administrative assistant

**WHEREAS** Mrs. Louise Sanderson was dismissed April 8<sup>th</sup>, 2016 and she no longer works for the Town and occupied the administrative assistant functions;

**WHEREAS** the services of a bookkeeper including secretarial tasks are required;

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

**THAT** Mrs. Manon Tassé be hired as a consultant to meet the needs in accounting and secretariat for the Town of Barkmere starting on April 18<sup>th</sup>, 2016 conditional on positive references;

**THAT** the hourly rate as consultant be fixed at an hourly rate of \$ 20.

**ADOPTED**

**4.4 Resolution – Presentation of the certificate regarding the public notice for bylaw 237**

Bylaw 237

I, Steve Deschenes General Manager and Secretary-Treasurer of the Town of Barkmere certify that the number of persons qualified to vote on the Bylaw 237 is 367 and the number of applications required for a referendum poll be held is 48 and the number of signatures received is twelve (12) ;

I declare that Bylaw 237 is deemed approved by qualified voters.

**ADOPTED**

**4.5 Resolution 2016-036- Appointment of a 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** the mandate of Councillor Chantal Raymond as Pro-Mayor of the Town of Barkmere ends on April 9<sup>th</sup>, 2016;

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

**THAT** Councillor Jake Chadwick be appointed as Pro-Mayor of the Town of Barkmere for the period starting April 10<sup>th</sup>, 2016 and ending July 9<sup>th</sup>, 2016 inclusively.

**ADOPTED**

**4.6 Resolution 2016-037- Presentation of the 2015 financial statements: presentation of financial report and the report of the independent auditor.**

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

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

**THAT** the financial report of the Town of Barkmere, for the year 2015, be accepted and be recorded in the archives of the Town;

**AND**

**THAT** the report of the independent auditor, accompanying the 2015 financial report be also accepted and be recorded in the archives of the Town.

**ADOPTED**

**5. Communications**

**5.1 Resolution 2016-038- Exemption from reading Bylaw 238**

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

**CONSIDERING THAT** a copy of the Bylaw number 238 was given to the members of the Council more than two judicial days before the current session;

**CONSIDERING THAT** all members of the Council declared having read the Bylaw number 238 and forgo its reading;

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

**THAT** the Municipal Council of the Town of Barkmere forgot the reading of the Bylaw number 238.

**ADOPTED**

**5.2 Resolution 2016-038- Exemption from reading Bylaw 238**

**CONSIDERING THAT** the Town of Barkmere must ensure that its public notices reach the greatest possible number of property owners and taxpayers (together referred as “taxpayers”);

**CONSIDERING THAT** the majority of the taxpayers of the Town of Barkmere do not have their main residence on the territory of the municipality;

**CONSIDERING THAT** the municipal bulletin of the Town of Barkmere is distributed freely to all the taxpayers of the Town and thus reaches a much greater number of taxpayers than the other newspapers published on its territory;

**CONSIDERING THAT** a notice of motion was given by the Councillor Chantal Raymond on the meeting held on February 13<sup>th</sup> 2016;

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

**TO ADOPT** Bylaw 238 regarding the Municipal Bulletin of the Town of Barkmere.

**ADOPTED**

**5.3 Reception of letter from Ministère des Affaires municipales et de l’Occupation du territoire**

The mayor mentioned the reception of this letter at the point **3.2 correspondence**

**5.4 Website, announcement of the new website of the Town of Barkmere**

The councillor Chantal Raymond announced to the citizens present that the Town will proceed to the launch of it’s new website this week. The address stays the same:  
[www.barkmere.ca](http://www.barkmere.ca)

**6. Environnement**

**6.1 Notice of motion- Modification of Bylaw 162**

A notice of motion is given by councillor Tim Kalil, to introduce at a future meeting of the Council a bylaw amending Bylaw 162 to include in the Bylaw 162 the obligation of motorized boats navigating on the Bark Lake to have an identification sticker.

**7. Infrastructures**

**7.1 Resolution 2016-040-Purchase docks for rental at the marina**

**CONSIDERING** the lack of available municipal wharfs to rent;

**CONSIDERING Considering the** Town has determined that we should proceed with the purchase of eight (8) additional wharf spaces;

**CONSIDERING** ~~Considering~~ that the Town administration has requested from various manufacturers proposals or the acquisition of docks;

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

**THAT** the Town of Barkmere award a contract to Quais Laurentiens to purchase of eight (8) additional spaces in accordance with the proposal received;

**THAT** the cost of purchase of these eight (8) new spaces does not exceed \$ 20,980 excluding taxes;

**ADOPTED**

**8. R.C.M and government affairs**

**8.1 Mayor's report**

We will receive a reimbursement of 3 563.92\$ from RIDR concerning an overpayment. Once more our efforts last year enabled us to reduce our waste.

The MRC met 2 candidates for the direction of the new fire office and hired them. Simon Harvey was hired to lead the office of the region of Northwest (the office which should cover the Town of Barkmere) but we learned through the press that he has already resigned. The offices should be ready by the end of April. I don't more news for the coverage of Barkmere.

Our Bylaw 235 concerning the docks and boathouses has been approved and it's now effective.

As of this year, the eco-centers will now accept large waste items which will help in our objective to reduce the tonnage of general waste. They learned from our success of 2015.

**8.2 Resolution 2016-041- non-resident tarification for Huberdeau day camp**

**WHEREAS** the Town of Barkmere is offering to the residents of neighbouring municipalities of Montcalm, Arundel and Huberdeau, a reduced tarification of 50% for the boat decontamination and parking for visitors from these municipalities;

**WHEREAS** the Town of Barkmere has given up its share of the regional Pacte Rural grant to the neighbouring municipalities to enable them to repair the "Corridor Aérobique", an infrastructure not utilized by the taxpayers of Barkmere;

**WHEREAS** the Town of Barkmere has supported the municipality of Huberdeau in its actions with the Laurentides School Board to preserve its elementary school;

**WHEREAS** the Town of Barkmere has supported the municipality of Huberdeau in its actions with the government of Quebec to preserve the "Centre Jeunesse des Laurentides";

**WHEREAS** resolution 37-16 of the Municipal Council of Huberdeau established a non-resident tarification for the activities of the day camp at \$770 per child, representing 250% more than the tariff of \$300 for the residents of Huberdeau;

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

**THAT** the Municipal Council of the Town of Barkmere express its great disappointment regarding the decision of the Municipal Council of Huberdeau to impose a prohibitive tarification to the non-residents for its day camp activity;

**THAT** the Municipal Council of the Town of Barkmere request from the Municipality of Huberdeau to review its decision, in a spirit of regional cooperation;

**THAT** a copy of this resolution be sent to the municipalities of Huberdeau, Arundel and Montcalm

**ADOPTED**

**9. Meeting adjournment**

The next regular meeting will be held on may 14<sup>th</sup> 2016 at 10:00 at the community center of the Town of Barkmere, Québec.

**9.1 Resolution 2016-042- End of session**

The meeting was adjourned at 11:28

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:

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Luc Trépanier, Mayor

\_\_\_\_\_  
Steve Deschenes, Director general  
and secretary-tresorer



## Permis et Certificats d'Autorisation pour 2016 - Ville de Barkmere

### PERMIS DE CONSTRUCTION

Date	Permis			Type Construction, réno, reconstruction, agrandissement	LDE	Description
	Year	Category	Number			
29-mars-16	2016	C	03	Installation septique	8050	Construction d'une nouvelle installation septique conforme

### CERTIFICAT D'AUTORISATION

Date	Permis			Type Construction, réno, reconstruction, agrandissement, ouvrage	LDE	Description
	Year	Category	Number			
11-mars-16	2016	CA	03	Démolition	0181	Démolition d'un garage suite à son effondrement
22-mars-16	2016	CA	04	Démolition + rénovation dans le littoral	8050	Démolition d'un abri à bateau s'étant effondré + rénovation du quai restant existant

## VIDANGES SEPTIQUE - MARS 2016

Receiving date	LDE	Owner	Pumped date	Pumped by