

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN BARKMERE HELD ON FEBRUARY 2017 AT 10:04 AT THE COMMUNITY CENTRE, TOWN OF BARKMERE (QUEBEC).**



|                 |  |   |
|-----------------|--|---|
| In attendance : | The mayor                                    | Luc Trépanier   |
|                 | Councilors                                   | Marc Fredette<br>Chantal Raymond<br>Stephen Lloyd<br>Tim kalil<br>Bruce MacNab<br>Jake Chadwick |
|                 | General Director, and<br>Secretary-Treasurer | Steve Deschenes   |
| Absent          |  |   |

**1. RESOLUTION 2017-007 – Approval of the agenda**

**1. Approval of the agenda**

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

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

**2. Adoption of the minutes**

2.1 Regular meeting held January 14th 2017

**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 law firm to proceed with the recovery of unpaid taxes
- 4.4 Resolution – Adjudication of a loan bylaw 237
- 4.5 Resolution – Accord and short-term maturity of one loan for bylaw 237
- 4.6 Resolution – Approval of the Municipal Road Improvement Program (PAARRM) 2016-2017
- 4.7 Resolution – Grant of a survey contract
- 4.8 Resolution – Remuneration of the director general and the municipal inspector
- 4.9 Resolution – Royale Bank of Canada signature authorization for Banking Services

**5. Environment**

5.1 Resolution – Adoption of bylaw 243 regarding the requirement to install an identification label on certain boats

**6. Urban planning**

6.1 Notice of motion – Modification of Bylaw 134

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

7.1 Mayor's report

**8. Meeting adjournment**

**2. Adoption of the minutes**

**2.1 Resolution 2017-008 – Adoption of the minutes of the regular meeting held on January 14th 2017**

**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,

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

**THAT** the minutes of the extraordinary meeting of the municipal council held on January 14th, 2017, be adopted as proposed.

**ADOPTED**

**3. Current business**

**3.1 Announcements**

No announcements were made.

**3.2 Correspondences**

No official correspondence was received.

**3.3 BLPA**

Mr. Marc-Olivier Duchesne, member of the Executive of the BLPA, informs us that their journal was published last week. They are presently preparing the activities for 2017. They are also prioritizing the repairs and improvements planned on Goulden Island, based on the allocation from the park fund adopted by the Town in December 2016.

**3.4 Follow-up from last meeting**

Following the questions on the legality of docks on cribs and their repairs, we have started our research. Article 3.1 of Protection Policy for Lakeshores, Riverbanks,

Littoral Zones and Floodplains, mentions that all works done in the littoral zone, are subject to a prior authorization of the Ministry and the municipality. These authorizations must take into account the measures related to the littoral zones, which are described at article 3.3 of the same policy.. We are continuing our research regarding private docks.

### **3.5 Question period (30 minutes)**

Beginning of question period: 10:11

Ms. Brenda Bartlet: What's happening with the legal file on the roads.

Following the crown prosecutors' strike, the case was postponed to a date to be determined by the lawyers at a meeting scheduled for March 8<sup>th</sup>.

Mr. Marc-Olivier Duchesne: What's happening with the roads of the Town of Barkmere following the signing of the fire protection contract.

The roads of the Town are excluded from the one year contract and will be the subject of a visit by the firefighters.

Mrs. Andrea Leber: Does the Town intend to regulate the safety on Bark Lake.

We cannot do that because it is under federal jurisdiction.

Ms. Brenda Bartlet: There are a number of boaters on the lake who do not have traffic lights on their boats what can the Town do.

The Sureté du Québec has mandate to enforce certain federal regulations.

Mr. Michel Miller: where can we find the rules for docks on cribs.

They will be available when added to the Barkmere Echo.

End of Question Period 10:30

## **4. Finance and Administration**

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

### **4.2 RESOLUTION 2017-009- 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                          |
| FFP-592  | Hydro-Québec                            | \$512,24    | 2017-01-20 | Électricité 194 ch. Barkmere           | Electricity 194 Barkmere Road        |
| FFP-593  |   | \$1 854,91  | 2017-01-25 | Paie pour période finissant 2017-01-21 | Pay for period ending 2016-01-21     |
| FFP-594  |   | \$1 416,50  | 2017-01-25 | Paie pour période finissant 2017-01-21 | Pay for period ending 2016-01-21     |
| FFP-595  |   | \$183,45    | 2017-01-25 | Paie pour période finissant 2017-01-21 | Pay for period ending 2016-01-21     |
| FFP-596  | Hydro-Québec                            | \$85,95     | 2017-01-24 | Électricité 182 ch. Barkmere           | Electricity 182 Barkmere Road        |
| FFP-597  | Hydro-Québec                            | \$371,61    | 2017-01-24 | Électricité - luminaires de rue        | Electricity - Street lighting        |
| FFP-598  | Hydro-Québec                            | \$1 132,01  | 2017-02-01 | Électricité 199 ch. Barkmere           | Electricity 199 Barkmere Road        |
| FFP-599  | Mastercard                              | \$257,64    | 2017-02-06 | Dépenses diverses                      | Miscellaneous expenses               |
| FFP-600  |   | \$1 854,91  | 2017-02-08 | Paie pour période finissant 2017-02-04 | Pay for period ending 2017-02-04     |
| FFP-601  |   | \$1 416,50  | 2017-02-08 | Paie pour période finissant 2017-02-04 | Pay for period ending 2017-02-04     |
| FFP-602  |   | \$78,18     | 2017-02-08 | Paie pour période finissant 2017-02-04 | Pay for period ending 2017-02-04     |
| PPA  | Paiements Globaux Canada SENC           | 40,24       | 2017-02-01 | Location de base mensuel carte débit   | Monthly debit card base location     |
|  |   | \$9 204,14  |            | Total - Règlement 213                  | Total - Bylaw 213                    |
| 4211   | Anita Deslauriers                       | \$61,10     | 2017-02-11 | Remplacement chèque #4022 (2016-03-12) | To replace cheque #4022 (2016-03-12) |
| 4212   | Combeq                                  | \$402,41    | 2017-02-11 | Adhésion 2017                          | 2017 membership                      |
| 4213   | Donovan experts-conseils                | \$4 484,03  | 2017-02-11 | Expertise géotechnique                 | Geotechnical expertise               |
| 4214   | Fédération québécoise des municipalités | \$1 036,91  | 2017-02-11 | Adhésion 2017                          | 2017 membership                      |
| 4215   | Groupe CCL                              | \$504,76    | 2017-02-11 | Impression comptes de taxes            | Tax accounts printing                |
| 4216   | Médias Transcontinental S.E.N.C.        | \$200,06    | 2017-02-11 | Avis public                            | Public notice                        |
| 4217   | Illico Photocopies                      | \$176,34    | 2017-02-11 | Photos cour municipale                 | Photos municipal court               |
| 4218   | Pompape sanitaire 2000                  | \$879,56    | 2017-02-11 | Vidange fosse de rétention             | Emptying retention pit               |
| 4219   | Québec Municipal                        | \$160,96    | 2017-02-11 | Adhésion 2017                          | 2017 membership                      |
| 4220   | Serrurier Magic S.E.N.C.                | \$104,63    | 2017-02-11 | Réparation serrure + clés              | Lock repair + keys                   |
| 4221   | Murray-Maltais arpenteurs-géomètres     | \$1 006,03  | 2017-02-11 | Projet hôtel de ville                  | Town Hall project                    |
| 4222   | Tremblay Savoie Lapiere                 | \$9 113,81  | 2017-02-11 | Consultation légale                    | Legal consulting                     |
| 4223   | Soudure Luc Provost S.E.N.C             | \$4 024,13  | 2017-02-11 | Support pour canots                    | Canoe rack                           |
| 4224   | Groupe Laverdure Construction Inc.      | \$19 679,34 | 2017-02-28 | Projet hôtel de ville                  | Town Hall project                    |
| 4225   | Groupe H20                              | \$4 087,04  | 2017-02-11 | Projet hôtel de ville                  | Town Hall project                    |
| 4226   | Eastman Systems                         | \$1 412,15  | 2017-02-11 | Impression comptes de taxes            | Tax bills printing                   |
| 4227   | Ministre des Finances du Québec (CEAEQ) | \$246,63    | 2017-02-11 | Analyse biologique                     | Biological analysis                  |
| 4228   | Bell Canada                             | \$209,88    | 2017-02-11 | Projet hôtel de ville                  | Town Hall project                    |
| 4229   | Équipement Moore Ltée                   | \$327,68    | 2017-02-11 | Location temporaire hôtel de ville     | Temporary location for the Town Hall |
| 4230   | Steve Deschenes                         | \$306,00    | 2017-02-11 | Comptes de dépenses                    | Expenses account                     |
| 4231   | Alissa Meurs                            | \$49,13     | 2017-02-11 | Comptes de dépenses                    | Expenses account                     |
| 4232   | Dave Williams Roy                       | \$578,26    | 2017-02-11 | Comptes de dépenses                    | Expenses account                     |
| 4233   | MRC des Laurentides                     | \$304,05    | 2017-02-11 | Services télécommunication             | Phone line                           |
| 4234   | Gilbert P. Miller & Fils Ltée.          | \$36 692,80 | 2017-02-11 | Travaux divers et déneigement          | Miscellaneous work and snow removal  |
| 4235   | Chantal Raymond                         | \$103,48    | 2017-03-01 | Remplacement chèque #3702 (2014-08-09) | To replace cheque #3702 (2014-08-09) |
| 4236   | Peter Kalil                             | \$800,00    | 2017-03-01 | Remplacement chèque #3555 (2013-12-14) | To replace cheque #3555 (2013-12-14) |
|  | TOTAL                                   | \$96 155,31 |            |  |                                      |

### **4.3 RESOLUTION 2017-010 – Hiring of law a firm to proceed with the recovery of unpaid taxes**

**CONSIDERING THAT** certain taxpayers failed or neglected to pay their taxes;

**CONSIDERING THAT** account statements dated October 31th, 2016 have been sent;

**CONSIDERING THAT** some accounts are in arrears for more than two years;

**CONSIDERING** the legal obligation of the Town to recover unpaid taxes;

**CONSIDERING THAT** the law firm Prévost Fortin D'Aoust offers its services to recover overdue taxes;

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

**TO AUTHORIZE** the Director General to hire law firm Prévost Fortin D'Aoust for recovery of all amounts due;

**AND**

**TO AUTHORIZE** the General Director to pay 15 % of the amounts of recoveries in cases of more than \$ 500.00 to the law firm Prévost Fortin D'Aoust, this amount payable after the receipt of the payment at the Town of Barkmere.

**ADOPTED**

**4.4 RESOLUTION 2017-011 – Adjudication of a loan bylaw 237**

**CONSIDERING** the loan by-law 237;

**CONSIDERING THAT** the Town of Barkmere must obtain funding for its new municipal building;

**CONSIDERING THAT** The Ministère des Finances du Québec has called for public tenders to obtain the necessary financing;

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

**THAT** the Town of Barkmere accept the offer made from the Royal Bank of Canada for its loan by notes on February 15th, 2017 in the amount of \$ 496,400 made under Loan By-law number 237. This note is issued at CAN \$ 100.00 for each \$ 100.00 nominal value of notes, maturing in series five (5) years as follows:

|            |        |                  |
|------------|--------|------------------|
| 19 300 \$  | 2.45%  | February 15 2018 |
| 19 900 \$  | 2.45%  | February 15 2019 |
| 20 300 \$  | 2.45%  | February 15 2020 |
| 20 800 \$  | 2.45 % | February 15 2021 |
| 416 100 \$ | 2.45%  | February 15 2022 |

**THAT** the notes, principal and interest, to be payable by check, to the registered holder or by pre-authorized bank debit.

**ADOPTED**

**4.5 RESOLUTION 2017-012 – Accord and short-term maturity of one loan for bylaw 237**

**CONSIDERING** the loan by-law 237;

**CONSIDERING THAT** the Town of Barkmere must obtain funding for its new municipal building;

**CONSIDERING THAT** The Ministère des Finances du Québec has called for public tenders to obtain the necessary financing;

**WHEREAS** in accordance with loan bylaw 237 and for the amount indicated, the Town of Barkmere wishes to borrow a total amount of \$ 496,400 ;

| <b>Loan Bylaw</b> | <b>For a total of \$</b> |
|-------------------|--------------------------|
| <b>237</b>        | <b>496 400 \$</b>        |

**WHEREAS** for this purpose it becomes necessary to amend the loan by-law under which such notes are issued;

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

**THAT** the preamble of this resolution be made an integral part of it as though it were here at length reproduced;

**THAT** a loan per Note in the amount of \$ 496,400 provided for in loan bylaw number 237 be realized;

**THAT** the notes be signed by the mayor and the secretary-treasurer;

**THAT** the Notes be dated February 15th, 2017;

**THAT** interest on the notes be payable semi annually;

**THAT** the notes, in respect of the principal Amount, be redeemed as follows:

|             |                                      |
|-------------|--------------------------------------|
| <b>2018</b> | <b>19 300 \$</b>                     |
| <b>2019</b> | <b>19 900 \$</b>                     |
| <b>2020</b> | <b>20 300 \$</b>                     |
| <b>2021</b> | <b>20 800 \$</b>                     |
| <b>2022</b> | <b>21 400 \$(to be paid in 2022)</b> |
| <b>2022</b> | <b>394 700 \$ (to be à renewed)</b>  |

**THAT** in order to carry out this loan, the Town of Barkmere shall issue for a term shorter than the term provided for in the loan bylaw, ie for a term of five (5) years (from February 15th, 2017), With respect to the annual amortization of capital foreseen for the years 2023 and following, instead of the prescribed term for such amortization for loan bylaw 237, with each subsequent loan being for the balance or part of the balance owing on the loan.

**ADOPTED**

**4.6 RESOLUTION 2017-013 – Approval of the Municipal Road Improvement Program (PAARRM) 2016-2017**

**CONSIDERING** resolution 2016-066;

**WHEREAS** we have received an amount of \$ 30,000 from the Municipal Highway Improvement Program (RMAP);

**CONSIDERING** the Town of Barkmere must produce a resolution with a view to the reimbursement of this grant;

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

**THAT** the Council of the Town of Barkmere approve the expenditures for road works for a subsidized amount of \$ 30857.81 in accordance with the requirements of the Ministry of Transport, Sustainable Mobility and Transportation Electrification;

**AND**

**THAT** the work has been carried out in accordance with these expenditures on the roads that are the responsibility of the municipality and that the audit file has been prepared.

**ADOPTED**

**4.7 RESOLUTION 2017-014 – Land survey contract**

**CONSIDERING** the Town of Barkmere wishes to acquire by public prescription a parcel of land adjacent to the shelter;

**CONSIDERING** sections 573.1 and 573.3.0.2 of the Cities and Towns Act (R.S.Q., chap. C-19) and the Regulation respecting the awarding of contracts for certain professional services;

**CONSIDERING** in order to acquire this land, the Town of Barkmere must appoint a land surveyor firm;

**CONSIDERING** the firm of land surveyors MPMAG from Mont-Tremblant holds in its registry survey work in the area required for the acquisition;

**THEREFORE**, Councillor Stephen Lloyd moved, Councillor Chantal Raymond seconded, and it was unanimously resolved by all present;

**THAT** surveying contract be given to the MPMAG firm ;

**THAT** the contract amount be for a maximum of \$1,250 plus applicable taxes.

**ADOPTED**

**4.8 RESOLUTION 2017-015 – Remuneration of the Director General and the Municipal Inspector**

**CONSIDERING THAT** the Town of Barkmere wishes that the salaries paid to its employees follow the evolution of the cost of living;

**CONSIDERING THAT** the performance of the Director General and the Municipal Inspector has met the expectations of the Council;

**CONSIDERING THAT** these two employees have provided efforts above and beyond their respective responsibilities in 2016, particularly for the construction of the new municipal building and the interventions to fight the Eurasian Milfoil;

**CONSIDERING** the budget of the Town of Barkmere for year 2017;

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

**THAT** the base salary of the Director General Steve Deschênes and of the Municipal Inspector Dave Williams Roy, be raised by 1.5%, retroactively to January 1st, 2017, with his other employment conditions remaining the same;

**THAT** performance bonuses be given to these two employees according to the letter of Mayor Luc Trépanier sent to the Director General dated February 10, 2017.

**ADOPTED**

**4.9 RESOLUTION 2017-016 – Royale Bank of Canada signature authorization for Banking Services**

**CONSIDERING** the loan by-law 237;

**CONSIDERING** the Town of Barkmere has obtained funding for its new municipal building with the Royal Bank of Canada;

**WHEREAS** the Royal Bank of Canada requires a resolution of the Council of the Town of Barkmere authorizing the Mayor and the Director General and Secretary Treasurer to sign the bank accounts;

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

**THAT** THE ROYAL BANK OF CANADA ("Royal Bank") is hereby named the Client's Bank.

**THAT** the mayor and the director general and secretary-treasurer jointly have the authority to act on behalf of the client from time to time to:

- a. Removing funds or directing funds to be transferred from the Client's accounts by any means, including by drawing, accepting, endorsing or signing checks, promissory notes, bills of exchange, Payment of cash or other instruments or by giving other instructions;
- b. Sign any agreement or other instrument or instrument established with or in favor of Royal Bank, including agreements and contracts relating to products and services provided to the Client by Royal Bank; and
- c. Place, or authorize one or more persons to pose, any of the following:
  - i. receive from Royal Bank any cash, title, instrument or other property of the Client held by Royal Bank in custody or as security, or direct Royal Bank for the delivery or transfer of such cash, securities, instruments or other property to any person designated in such guidelines;
  - ii. deposit, negotiate or transfer to the Royal Bank, to the credit of the client, cash, or any instrument, or other property and, for such purposes, endorse it on behalf of the customer (by means of a rubber stamp or otherwise ), Or any other name under which the client operates;
  - iii. instruct Royal Bank, by any means, to debit the accounts of third parties for deposit to the customer's account; and
  - iv. receiving statements, instruments and other instruments (including checks paid) and documents relating to the client's accounts at Royal Bank or any Royal Bank service, and settling and approving the customer's accounts at Royal Bank.

**ADOPTED**

**5. Environment**

**5.1 RESOLUTION 2017-017 – Adoption of Bylaw 237 regarding the requirement to install an identification label on certain boats**

**CONSIDERING THAT** a notice of motion was given by the Councillor Jake Chadwick on the meeting held on January 14th 2017;

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

**TO ADOPT** Bylaw 237 for the requirement to install an identification label on certain boats.

**ADOPTED**

## **6. Urban planning**

### **6.1 NOTICE OF MOTION – Modification of Bylaw 134**

A notice of motion is given by Councillor Marc Fredette, to introduce at a future meeting of the Council a Bylaw amending Bylaw 134 to review the section dealing with offenses.

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

### **7.1 Mayor's report**

The last Mayors ' Council in January was mostly informative. The gas station of Pierre Brosseau in Huberdeau is definitely closed. This means that apart from the gas station of Delia Miller in the Barkmere village, there are no more gas stations in the surrounding area. Also, an announcement was made that FiLAU, the MRC organization which has the mandate to extend the high speed internet service in the region, will be privatized, while keeping some participation of the MRC, in view to render it more efficient and autonomous. We are still hoping that the project of coverage for Barkmere will occur in 2017.

## **8. Meeting adjournment**

The next regular Council session shall be held on March 11th, 2017, at 10:00 AM, in the Community Center at Barkmere, Quebec.

### **8.1 RESOLUTION 2017-018 – End of session**

The meeting was adjourned at 11 :19 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 :

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Luc Trépanier, Mayor

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Steve Deschenes, General Director  
and Secretary-Treasurer

