



AGENDA

REGULAR MEETING OF THE MUNICIPAL COUNCIL April 6, 2022, at 7:30 p.m.

1. OPENING THE MEETING

2. ADOPTION OF THE AGENDA

3. ADOPTION OF THE MINUTES

3.1 Review and adoption of the minutes of the extraordinaire meeting of March 30, 2022

4. FOLLOW-UP ON MATTERS OF PUBLIC INTEREST

4.1 Answers to questions brought up at previous meetings

4.2 Public interest files - update

5. FIRST PUBLIC QUESTION PERIOD

5.1 Questions

6. BY-LAWS

6.1 Notice of Motion: By-law Number 115-16-2022 entitled “By-law amending Zoning By-law Number 115-2, as amended, to modify the applicable areas for accessory buildings”

6.2 Adoption of the first draft of By-Law number 115-16-2022 entitled “By-Law amending By-Law number 115-2, as amended, to modify the applicable areas for accessory buildings”
[\(link to the draft\)](#)

6.3 Adoption of the second draft of By-Law number 116-3-2021 entitled “By-Law amending Subdivision By-Law number 116-1, as amended, in order to add article 2.11”
[\(link to the draft\)](#)

7. ADMINISTRATION

7.1 Programming for the International Day against homophobia and transphobia

7.2 Participation of two elected officials at the annual meeting of the Union des municipalités du Québec from May 12, 2022, to May 13, 2022

7.3 Opening days and hours of the Town Hall

7.4 Request to the ministère de la Sécurité publique to increase the assistance accorded for the training of new firefighters

8. GENERAL MANAGEMENT

- 8.1 Confirmation of the hiring of a secretary for the director general's office and the mayor's town hall office
- 8.2 Authorization to register for a training course at the Institut de leadership en gestion inc.
- 8.3 Professional services for a group insurance consultant for municipalities and organizations within the framework of a group purchase by the UMQ
- 8.4 Adoption of a new organizational chart

9. TREASURY SERVICE

- 9.1 Tabling the report of authorized expenses for the period of March 1st 2022 to March 31, 2022
- 9.2 Tabling the report of payments made, including the payroll statement, for the period of March 1st, 2022, to March 31, 2022
- 9.3 Review and approval of the accounts payable dated March 31, 2022
- 9.4 Reimbursing the working-fund
- 9.5 Local network maintenance assistance program – Ministère des Transports du Québec (MTQ)
- 9.6 Authorization to pay the first instalment of the 2022 financial contribution to the Corporation de développement économique de Sutton (CDES)
- 9.7 Financing by banknotes: Loan By-Laws numbered 214, 231, 244, 255, 271, 272, 287, 291, 301, 302, 303, 304 and 310 – Harmonization and short-term resolution
- 9.8 Financing by banknotes: Loan By-laws numbered 214, 231, 244, 255, 271, 272, 287, 291, 301, 302, 303, 304 and 310 – Adjudication resolution

10. URBAN PLANNING AND DEVELOPMENT

- 10.1 Confirmation of the hiring of a Building Inspector
- 10.2 Acceptance of the tabling of the minutes of the Planning Advisory and Sustainable Development Committee : meeting of March 1, 2022
- 10.3 Application for a minor exemption relating to the surface area, the width and the depth of two proposed lots, located at 13 Laplante Street
- 10.4 10% for park purposes: lot 4 849 650 of the cadastre of Quebec, located at 13 Laplante Street
- 10.5 Application for a conditional use relating to the building of a single-family residence on lot 4 867 240, located on du Loup Road

- 10.6 Application for a site and architectural integration plan relating to the building of a single-family residence on lot 4 866 751, located on Parmenter Road
- 10.7 Application for a site and architectural integration plan relating to the construction of an accessory building and the replacement of the exterior siding on a semi-detached building on lot 4 867 140, located at 380 and 384 Boulanger Road
- 10.8 Application for a site and architectural integration plan relating to the exterior renovation of a semi-detached building on lots 4 867 420 and 4 867 421, located at 221-18, 20, 22 and 24, Boulanger Road
- 10.9 Application for a site and architectural integration plan relating to the construction of a main building on lot 5 095 165, located on de la Prairie road
- 10.10 Application for a site and architectural integration plan relating to amending the route of a zipline with turns, located at 671 Maple Street
- 10.11 Application for a site and architectural integration plan relating to the exterior renovation of two multi-family buildings on lot PC-32071, located at 52 to 74 Réal Road
- 10.12 Application for the installation of an historical sign on lot 5 094 768
- 10.13 Application for authorization to the Commission de protection du territoire agricole du Québec (CPTAQ) regarding the use of a part of lot 4 849 573, located at 160 Mudgett Road, for a purpose other than agriculture
- 10.14 Tabling the monthly comparative report for general permits, monthly list of general permits and summary report of permits issued for the month of February 2022
- 10.15 Awarding the contract for the total or selective emptying and transportation of sludge from septic tanks, holding tanks and cesspools
- 10.16 Amendment to resolution number 2020-08-338 entitled “Application for a minor exemption relating to the layout of a single-family home on lot 5 096 117 of the cadastre of Quebec, located on des Montagnes-Vertes Road”
- 10.17 Repealing the policy regarding short term rental as a complementary use to a group residential use

11. PUBLIC WORKS AND CAPITAL ASSETS

- 11.1 Confirmation of Patrick Goyette as a skilled labourer in the Public Works and Capital Assets Department
- 11.2 Hiring a project manager in the Public Works and Capital Assets Department
- 11.3 Retirement of a skilled labourer in the Public Works and Capital Assets Department
- 11.4 Hiring four labourers in the Public Works and Capital Assets Department

- 11.5 Hiring two temporary skilled labourers in the Public Works and Capital Assets Department for the 2022 summer season
- 11.6 Confirmation of the hiring of a maintenance worker in the Public Works and Capital Assets Department
- 11.7 Awarding a mandate by mutual agreement for street markings
- 11.8 Awarding a mandate for professional services to upgrade North Sutton Road between Route 139 and Favreau Road, and to replace 14 culverts on North Sutton, Draper, Vallée Missisquoi and Schweizer Roads
- 11.9 Awarding a mandate for professional services to conduct a hydrogeological study on the aquifer of the village sector
- 11.10 Awarding a mandate for professional services for the development of two parking lots in the Goyette Hill Park
- 11.11 Releasing the budget allocated for the purchase of a storage container
- 11.12 Releasing the budget allocated for phase 2 of the Town Hall's security project
- 11.13 Allocating the "Wastewater" reserve for rehabilitation work in the pumping station and pumping well
- 11.14 Tabling the TECQ 2019-2023 programming of the ministère des Affaires municipales et de l'Habitation

12. TOWN CLERK'S SERVICE AND LEGAL AFFAIRS

- 12.1 Authorizing the destruction of archived documents in accordance with the current conservation calendar
- 12.2 Authorization to sign a deed of servitude with Hydro-Quebec under resolution number 2021-07-292

13. RECREATION, COMMUNITY LIFE AND CULTURE ACTIVITIES

- 13.1 Hiring a coordinator for the day camp for the 2022 summer season
- 13.2 Authorization to award and sign the service contract for the maintenance of the skating rink and the ice path
- 13.3 Allocating accumulated surplus to renovate recreational infrastructures in the Gagné Park
- 13.4 Authorization to use funds from the working-fund to purchase new player benches and shelters for the soccer fields at the Goyette-Hill Park

- 13.5 Outdoor cinema 2022
- 13.6 Contribution for the Fête nationale du Québec 2022 (Quebec's National Holiday 2022)
- 13.7 Financial contribution 2022 to organizations supported for operating
- 13.8 Financial contribution 2022 to organizations supported for a project
- 13.9 Designating and delegating authority to an officer in charge of the enforcement of certain by-laws in the trails
- 13.10 Recognition of the NPO La Société de Concert Vivarté
- 13.11 Recognition of the NPO Marché Samedi Sutton

14. PUBLIC SAFETY

- 14.1 Establishing a PR2 First Responder Service and annulling resolution number 2022-03-112
- 14.2 Salary adjustment for the members of the First Responder Service and annulment of resolution 2022-03-115
- 14.3 The end of the Town's relationship with volunteer first responders
- 14.4 The end of the Town's relationship with a volunteer firefighter
- 14.5 Hiring a volunteer firefighter for the Fire Department
- 14.6 Hiring a student studying fire safety

15. NEW AND VARIOUS ITEMS

16. CORRESPONDENCE

- 16.1 Tabling a compliance audit conducted by the Commission municipale du Québec concerning the transmission of financial reports to the ministère des Affaires municipales et de l'Habitation

17. SECOND PUBLIC QUESTION PERIOD

18. CLOSING THE MEETING