

CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF WEST BOLTON

Minutes of the regular Council sitting of the Municipality of West Bolton, held on Saturday, September 7, 2019, at 9:30 am at the Town Hall.

Present:

Robert Chartier, Councillor n° 1
Jean-Pierre Pouliot, Councillor n° 2
Loren Allen, Councillor n° 3
Denis Vaillancourt, Councillor n° 4
Gilles Asselin, Councillor n° 5
who formed a quorum.

The sitting was presided over by Jacques Drolet, Mayor.

Absent:

Cedric Briggs, Councillor n° 6

Also present:

Jean-François Grandmont, Director general and Secretary-Treasurer

AGENDA

- 1. CALL TO ORDER AND MAYOR'S REMARKS**
- 2. ADOPTION OF THE AGENDA**
- 3. FIRST QUESTION PERIOD**
- 4. APPROVAL OF THE MINUTES OF AUGUST 12, 2019**
- 5. CORRESPONDENCE**
 - 5.1. Saint-Ignace-de- Stanbridge and Town of Bedford - Request for Consolidation Study
 - 5.2. Shefford - By-law amending the Master Plan by-law
 - 5.3. CUPW - STTP - Federal Elections - Future of Canada Post
- 6. TOWN PLANNING**
 - 6.1. By-law number 349-2018 on conditional uses, particularly for tourist residences - Second draft - Adoption
 - 6.2. Territory incompatible with mining activity - MRC - Concordance By-law - Request for a new deadline
 - 6.3. Planning Advisory Committee - Call for Applications
- 7. ADMINISTRATION**
 - 7.1. Approval of accounts and transfers
 - 7.2. Report of authorized expenditures
 - 7.3. Human resources
 - 7.3.1. Director general and Secretary-treasurer - Contract - Amendment
 - 7.3.2. Deputy director general and Assistant secretary-treasurer - Contract
 - 7.3.3. Planning Officer and municipal inspector - Contract - Amendment
 - 7.3.4. Planning Officer and municipal inspector - Training
 - 7.4. By-law number 362-2019 respecting the remuneration of elected municipal officials - Notice of motion, tabling and presentation of draft
 - 7.5. Immigrants - Welcome statement
 - 7.6. FQM - Congress
- 8. ROADWORKS**
 - 8.1. Road resurfacing and other municipal works - Follow-up
- 9. ENVIRONMENT**
 - 9.1. BeeCity - Statement - West Bolton Bee-friendly city
- 10. PUBLIC SECURITY**
- 11. HEALTH AND WELLBEING**
- 12. LEISURE AND CULTURE**
 - 12.1. Neighbours Festival - Acknowledgments

- 13. **VARIA**
 - 13.1. Brome-Missisquoi Chamber of Commerce - Membership
- 14. **SECOND QUESTION PERIOD**
- 15. **END OF SITTING**

180-0919
CALL TO ORDER AND MAYOR'S REMARKS

With the members present at the start of the sitting forming a quorum, the mayor called the sitting to order at 9:30 am.

The mayor addressed those present and invited citizens to discuss after the session.

181-0919
ADOPTION OF THE AGENDA

IT WAS MOVED by Councillor Gilles Asselin, SECONDED by Councillor Loren Allen and resolved to adopt the agenda presented while keeping the Varia open.

Adopted unanimously

182-0919
FIRST QUESTION PERIOD

Council held a first question period during which those present could ask questions to its members.

183-0919
APPROVAL OF THE MINUTES OF AUGUST 12, 2019

IT WAS MOVED by Councillor Loren Allen, SECONDED by Councillor Denis Vaillancourt and resolved to approve the minutes of August 12, 2019.

Adopted unanimously

Note: In point 7.6 of this sitting, all Councillors agreed to replace "2018" with "2019" in the FQM - CONGRESS item in the minutes of August 12, 2019.

184-0919
CORRESPONDENCE

5.1 A resolution by Saint-Ignace-de-Stanbridge and the Town of Bedford requesting a study on the consolidation of the municipalities of the "Pôle Bedford".

5.2 A copy of by-law number 2019-565 amending the Shefford Township Municipality Master Plan bylaw.

5.3 A letter from the Canadian Union of Postal Workers calling on the population to question the political parties about the future of Canada Post.

185-0919
TOWN PLANNING

**BY-LAW NUMBER 349-2018 ON CONDITIONAL USES PARTICULARLY FOR
TOURIST RESIDENCES -
SECOND DRAFT - ADOPTION**

Mr. Drolet answered questions from citizens.

The purpose of this draft by-law is to authorize, notwithstanding the existing By-law No. 264-2008, certain uses in certain areas of the Municipality of West Bolton. The procedure to follow is also identified to allow conditional use. Under section 2, the Municipality of West Bolton wishes to make it possible to operate an isolated single-family residence as a "Tourist Residence".

The following items were removed from the first draft:

- The second criterion of article 29 concerning "an adequate ratio of "tourist residences". The criteria were renumbered in the second draft.
- The words "is prohibited throughout the territory of the Municipality" in the 7th criterion of article 29 (before renumbering).

The provisions of this draft by-law are subject to approval by referendum.

This draft applies to the entire Municipality.

The mayor tabled the second draft by-law.

IT WAS MOVED by Councillor Gilles Asselin, SECONDED by Councillor Jean-Pierre Pouliot and resolved to adopt, with modifications, the second draft By-law number 349-2018 on conditional uses, particularly concerning tourist residences;

A copy of the second draft by-law is attached to the minutes to form an integral part thereof.

Copies of the draft were made available to the public at the beginning of this sitting.

Adopted e unanimously

**186-0919
TOWN PLANNING
TERRITORY INCOMPATIBLE WITH MINING ACTIVITY - MRC -
CONCORDANCE BY-LAW - REQUEST FOR A NEW DEADLINE**

CONSIDERING THAT by-law 10-0618 amending the Planning and development plan went into effect on February 5, 2019;

CONSIDERING THAT under section 58 of the Planning and Development Act, the council of any municipality whose territory is included in that of the regional county municipality shall, within 6 months following the entry into force of a by-law amending the development plan, adopt a concordance by-law;

WHEREAS the MRC Brome-Missisquoi, at the request of the Council of Mayors on June 18, must prepare a document facilitating the concordance of the by-law respecting territories incompatible with mining activities (TIAM).

WHEREAS, under section 239 of the Land use Planning and Development Act, a municipality may request from the Minister of Municipal affaires and Housing a new deadline in order to adopt concordance by-laws;

WHEREAS the Municipality of West Bolton has not yet been able to meet the initial deadline to comply with the amendment of the development plan, which ended on August 5th.

IT WAS MOVED by Councillor Denis Vaillancourt, SECONDED by Councillor Gilles Asselin and resolved that the Municipality of West Bolton should ask the minister of Municipal Affairs and Housing to grant a further period of 6 months in order to enable it comply with by-law 10-0618 amending the Land use planning and development by-law number 05-0508 of the Brome-Missisquoi MRC.

Adopted unanimously

187-0919
PLANNING
PLANNING ADVISORY COMMITTEE - CALL FOR APPLICATIONS

Whereas the mandate of several members of the Planning Advisory Committee ends next November.

IT WAS MOVED by Councillor Jean-Pierre Pouliot, SECONDED by Councillor Loren Allen and resolved to invite citizens who would like to sit on the Planning Advisory Committee to submit their application latest October 20, 2019.

Adopted unanimously

188-0919
ADMINISTRATION
APPROVAL OF ACCOUNTS AND TRANSFERS

IT WAS MOVED by Councillor Robert Chartier, SECONDED by Councillor Denis Vaillancourt and resolved to approve the list of accounts and transfers dated September 5, 2019, in the amount of \$158,888.50, and to authorize the Director general to settle these accounts.

Adopted unanimously

189-0919
ADMINISTRATION
REPORT OF AUTHORIZED EXPENSES

The Director general submitted the Report of authorized expenditures.

190-0919
ADMINISTRATION
HUMAN RESOURCES
DIRECTOR GENERAL AND SECRETARY- TREASURER - CONTRACT -
AMENDMENT

IT WAS MOVED by Councillor Robert Chartier, SECONDED by Councillor Jean-Pierre Pouliot and resolved to authorize the mayor to sign Addendum No. 1 of the employment agreement of Mr. Jean-François Grandmont, Director general and Secretary-treasurer.

Adopted unanimously

191-0919
ADMINISTRATION
HUMAN RESOURCES
DEPUTY DIRECTOR GENERAL AND DEPUTY SECRETARY-TREASURER -
CONTRACT

CONSIDERING the recommendation of the director general,

IT WAS MOVED by Councillor Gilles Asselin, SECONDED by Councillor Denis Vaillancourt and resolved:

- to hire Mrs. Martine Barber as Deputy Director general and deputy Secretary Treasurer under the terms of an employment contract to be signed by the parties with effect as of September 1, 2019;
- that the mayor and the director general be authorized to sign any document to that effect.

Adopted unanimously

192-0919
ADMINISTRATION
HUMAN RESOURCES
PLANNING OFFICER AND MUNICIPAL INSPECTOR - CONTRACT -
AMENDMENT

IT WAS MOVED by Councillor Jean-Pierre Pouliot, SECONDED by Councillor Loren Allen and resolved to authorize the mayor and the director general to sign Addendum No. 1 to the employment contract of Michael Ferland, Planning officer and municipal inspector.

Adopted unanimously

193-0919
ADMINISTRATION
HUMAN RESOURCES
PLANNING OFFICER AND MUNICIPAL INSPECTOR - TRAINING

IT WAS MOVED by Councillor Gilles Asselin, SECONDED by Councillor Denis Vaillancourt and resolved:

- to authorize Mr. Michael Ferland, planning officer and municipal inspector, to take the following training courses:
 - o *Règlementation professionnelle et déontologique des urbanistes 101*
 - o *Loi sur la qualité de l'environnement (LEQ) et lois connexes (2019-02)*
 - o *Loi sur l'aménagement et l'urbanisme (2019-03)*
- to finance these expenditures from the general account of the municipality.

Adopted unanimously

194-0919
ADMINISTRATION
BY-LAW NUMBER 362 -2019 RESPECTING THE REMUNERATION OF
MUNICIPAL OFFICIALS - NOTICE OF MOTION, TABLING AND
PRESENTATION OF DRAFT

Notice of motion was given by Jean-Pierre Pouliot, Councillor, that at a future Council sitting, by-law 362-2019 respecting the remuneration of elected municipal officers will be presented for adoption.

Councillor Jean-Pierre Pouliot tabled draft by-law number 362-2019 concerning the remuneration of elected municipal officials.

A copy of the draft by-law is attached to the minutes to form an integral part thereof.

Councillor Jean-Pierre Pouliot presented the draft.

Draft By-law number 362-2019:

- Establishes the remuneration of elected municipal officials for the year 2019;
- Sets the annual remuneration at \$12,000 for the mayor and for \$4,000 for each consultant;
- The current annual remuneration in 2019 is \$8,415 for the mayor and \$2,805 for each councillor; in addition, and in accordance with the Act, an expense allowance representing 50% of the remuneration thus established shall be paid to each member of Council. This allowance is now taxable at the federal level;

<i>Position</i>	<i>Current allowance</i>	<i>Proposed allowance</i>
Mayor	\$4,207.50	\$6,000
Councillor	\$1,402.50	\$2,000

- Maintains that the mayor receives a fixed monthly allowance of \$30 to offset the use of his cell phone in the course of his duties;
- By-law number 362-2019 will have retroactive effect from January 1, 2019;
- The by-laws do not provide for automatic indexation or additional remuneration.
- By-law 362-2019 will be presented for adoption at the regular Council sitting to be held on October 7, 2019, at 7:30 pm.

**195-0919
ADMINISTRATION
IMMIGRANTS - WELCOME STATEMENT**

The Mayor presented the statement to those present.

IT WAS MOVED by Councillor Robert Chartier, SECONDED by Councillor Denis Vaillancourt and resolved:

- to adopt the "Brome-Missisquoi MRC Welcome Statement" and recognize that immigrants are part of our history and identity and have been contributing to the development of our community for decades;
- to authorize the mayor to sign this declaration on behalf of the Municipality of West Bolton.

Adopted unanimously

**196-0919
ADMINISTRATION
FQM - CONGRESS**

IT WAS MOVED by Councillor Loren Allen, SECONDED by Councillor Jean-Pierre Pouliot and resolved:

- to authorize Councillor Denis Vaillancourt to attend the next FQM Congress which will take place from September 26 to 28, 2019 in Quebec City, to pay the registration fees and to allow the reimbursement of expenses related to this event (meals, accommodation and transportation (\$0.45/km)) in accordance with the rules;
- to finance these expenses from the general account of the municipality (current budget).

Adopted unanimously

197-0919
ROADWORKS
ROAD RESURFACING AND OTHER MUNICIPAL WORKS - FOLLOW-UP

The resurfacing of Summit, Mountain, Lakeview and Mizener roads will start in mid-September. A call for tenders is underway for the rehabilitation of Foster Road. It should be rebuilt no later than this spring.

198-0919
ENVIRONMENT
BEECITY - DECLARATION - WEST BOLTON BEE-FRIENDLY CITY

The Municipality of West Bolton has been recognized as a bee-friendly city by BeeCity Canada. It is the 2nd town so recognized in Quebec and 27th in Canada.

199-0919
PUBLIC SECURITY

Nothing to discuss.

200-0919
HEALTH AND WELLBEING

Nothing to discuss.

201-0919
LEISURE AND CULTURE

Nothing to discuss.

202-0919
VARIA
NEIGHBOURS FESTIVAL - ACKNOWLEDGMENTS

IT WAS MOVED by Councillor Robert Chartier, SECONDED by Councillor Denis Vaillancourt and resolved to thank and congratulate the following persons without whom the 2019 edition of Neighbours Festival could not have been possible:

- Marie-Christine Moulin and her team of volunteers
- Mr. John Walker for providing the land and St. Michaels and All Angels church
- Messrs Paul Hébert and Justin St-Pierre for the parking lot
- Our exhibitors, generous sponsors and all those who contributed in one way or another to make this event a success.

Adopted e unanimously

203-0919
SECOND QUESTION PERIOD

Council held a second question period during which those present could ask questions to its members.

Copies of the agenda were made available to the public at the beginning of this sitting.

204-0919
END OF SITTING

The agenda having been exhausted, IT WAS MOVED by Councillor Denis Vaillancourt, SECONDED by Councillor Loren Allen and unanimously resolved to end the sitting at 10:50 am.

Jean-François Grandmont, OMA
Director general and Secretary-treasurer

Jacques Drolet
Mayor