

CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF WEST BOLTON

Minutes of the regular Council sitting of the Municipality of West Bolton, held on Monday, February 3, 2020 at 7:30 p.m. 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
Cedric Briggs, Councillor n° 6
who formed a quorum.

The sitting was chaired by Jacques Drolet, Mayor.

Also present:

Jean-François Grandmont, Director general and Secretary-treasurer
Michael Ferland, Town planning officer and municipal inspector

MUNICIPALITY OF WEST BOLTON

AGENDA

1. CALL TO ORDER
2. ADOPTION OF THE AGENDA
3. FIRST QUESTION PERIOD
4. APPROVAL OF MINUTES
5. CORRESPONDENCE
6. TOWN PLANNING
 - 6.1. By-law number 349-2018 on conditional uses, including tourist residences
 - 6.2. Mount Foster - Agreement regarding municipal works
 - 6.3. *Ordre des urbanistes* - Liability Insurance - Resolution
7. ADMINISTRATION
 - 7.1. Approval of accounts and transfers
 - 7.2. Report of authorized expenditures
 - 7.3. Human Resources - DDG - Replacement
 - 7.4. Human Resources and Labour Relations Management - Human resources and labour relations service of the Federation of Quebec Municipalities
 - 7.5. Bar - Liability Insurance - Resolution
 - 7.6. By-law number 363-2020 establishing taxation and rates for the year 2020 - Adoption
 - 7.7. Payment solutions - Contract
 - 7.8. Budget control and monitoring - Credit card
8. Road works
9. Environment
 - 9.1. IDEC
 - 9.2. Wood Turtle Protection and Recovery Plan
 - 9.3. Appalachian Corridor: Request for funding from the FFQ, Hydro Quebec component for the development of trails at Mount Foster
 - 9.4. Support for the Yamaska River watershed project to improve municipal stormwater management
10. PUBLIC SECURITY
 - 10.1. Red Cross - Renewal of the agreement regarding services to victims
11. HEALTH AND WELL-BEING
12. LEISURE AND CULTURE
 - 12.1. Cowansville - Aquatic Centre - Support
 - 12.2. Waterloo - Agreement - non-renewal
 - 12.3. Tour des Arts - Financial assistance

13. VARIA

13.1. Estrie-Montérégie Rail Corridor Alliance - Meeting of the subcommittee on safety in Lac-Mégantic

14. SECOND QUESTION PERIOD

15. END OF SITTING

029-0220
OPENING OF THE SESSION

With the members present at the opening of the sitting forming a quorum, the session was called to order by the mayor at 7:30 p.m.

The mayor addressed those present.

030-0220
ADOPTION OF THE AGENDA

IT WAS MOVED by Councillor Jean-Pierre Pouliot, SECONDED by Councillor Cedric Briggs and resolved to adopt the agenda presented while keeping the Varia open and adding the following point:

13.2 Development plan

and removing the following point:

9.3. Appalachian Corridor: Request for funding from the FFQ, Hydro Quebec component for the development of trails at Mount Foster

Adopted unanimously

031-0220
FIRST QUESTION PERIOD

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

032-0220
APPROVAL OF MINUTES

IT WAS MOVED by Councillor Loren Allen, SECONDED by Councillor Gilles Asselin and resolved:

- to approve the minutes of January 13 and 23, 2020, by adding the words "Councillor" to 008-0120;
- to approve the English versions of the minutes of November 18 and 21, 2019, and December 2 and 16, 2019, and the corrections made to the French version of resolutions 274-1119 and 328-1219.

Adopted unanimously

033-0220
CORRESPONDENCE

- A copy of the favourable decision of the *Commission de protection du territoire agricole du Québec* regarding the operation of a gravel pit by Roch Vallières Inc. on part of lot 5,193,250 of the Quebec Land Registry located on Bolton Pass Road.

034-0220
TOWN PLANNING
BY-LAW NUMBER 349-2018 ON CONDITIONAL USES, INCLUDING
TOURIST RESIDENCES

The Director general mentioned that the municipality had received requests to participate in a referendum, which warranted additional vérification.

The planning officer explained the procedure set out in this draft by-law regarding the authorization of a tourist residence (articles 16 and 27).

035-0220
TOWN PLANNING
MOUNT FOSTER - AGREEMENT REGARDING
MUNICIPAL WORKS

IT WAS MOVED by Councillor Gilles Asselin, SECONDED by Councillor Denis Vaillancourt and resolved to authorize the mayor and the director general to sign, for and on behalf of the Municipality, a Memorandum of Understanding with Mr. Guy Lussier and Sud Participation Burel Canada Inc. on municipal works in the Mount Foster area and to make any minor modifications there that are deemed necessary.

Adopted unanimously

036-0220
TOWN PLANNING
ORDRE DES URBANISTES - LIABILITY INSURANCE - RESOLUTION

Considering that the Municipality of West Bolton has its own town planner, IT WAS MOVED by Councillor Jean-Pierre Pouliot, SECONDED by Councillor Loren Allen and resolved to declare for the purpose of the *Règlement sur l'assurance de la responsabilité professionnelle des urbanistes* (Chapter C-26, r. 299):

- THAT the Municipality of West Bolton acts as guarantor, stands up for and is financially accountable for Mr. Michael Ferland for any misconduct or negligence arising from the performance of his duties as an urban planner;
- THAT the director general be allowed to sign any declaration to this effect.

Adopted unanimously

037-0220
ADMINISTRATION
APPROVAL OF ACCOUNTS AND TRANSFERS

IT WAS MOVED by Councillor Cedric Briggs, SECONDED by Councillor Denis Vaillancourt and resolved to approve the list of accounts and transfers

as of February 3, 2020, in the amount of \$64,527.94, and to authorize the director general to settle these accounts.

Adopted unanimously

**038-0220
ADMINISTRATION
REPORT OF AUTHORIZED EXPENDITURES**

No report of authorized expenditures to be filed for the month of February.
Purchase orders will be issued as soon as the situation warrants.

**039-0220
ADMINISTRATION
HUMAN RESOURCES - DDG -REPLACEMENT**

IT WAS MOVED by Councillor Gilles Asselin, SECONDED by Councillor Jean-Pierre Pouliot and resolved to authorize the director general:

- to award any contract to temporarily fill the vacancy of the position of Deputy Director General and Assistant Secretary-Treasurer, within the limits of his power of delegation;
- to award a contract to an external human resources firm to begin a hiring process to fill the position of Deputy director general and Assistant Secretary-treasurer, within his powers of delegation.

Adopted unanimously

**040-0220
ADMINISTRATION
HUMAN RESOURCES AND LABOUR RELATIONS MANAGEMENT -
HUMAN RESOURCES AND LABOUR RELATIONS SERVICE OF THE
FEDERATION OF QUEBEC MUNICIPALITIES**

CONSIDERING that the Municipality of West Bolton is a member of the Federation of Quebec Municipalities (the "FQM"); »);

CONSIDERING that the FQM offers a support service in human resources and labour relations;

CONSIDERING that the hourly rates of professionals in this service set for the year 2020 are \$135 to \$175;

CONSIDERING the opportunity for the Municipality to benefit from support in human resources and labour relations, if necessary;

IT WAS MOVED by Councillor Jean-Pierre Pouliot, SECONDED by Councillor Loren Allen and resolved that the Municipality of West Bolton should mandate the Human Resources and Labour Relations Service of the FQM to advise and support it, if necessary, in human resources and labour relations, at the hourly rates in force.

Adopted unanimously

**041-0220
ADMINISTRATION
BAR - LIABILITY INSURANCE - RESOLUTION**

Considering that the Municipality of West Bolton has a lawyer at its exclusive service;

IT WAS MOVED by Councillor Denis Vaillancourt, SECONDED by Councillor Cedric Briggs and resolved to declare for the purposes of the Regulation respecting compulsory contribution to the Professional Liability Insurance Fund of the Barreau du Québec (Chapter B-1, R. 20):

- that the Municipality of West Bolton acts as guarantor, stands up for and is financially accountable for the consequences of any error or omission by this lawyer in the performance of his duties.

Adopted unanimously

042-0220
ADMINISTRATION
BY-LAW NUMBER 363-2020 SETTING TAXATION AND RATES FOR
THE YEAR 2020 - ADOPTION

The director general and secretary-treasurer explained the purpose of the by-law, its cost, scope, funding method and the fact that there is no change between the draft and the by-law submitted for adoption.

WHEREAS a notice of motion of By-law 363-2020 setting taxation and rates for the year 2020 was given on January 13, 2020 under 012-0120;

WHEREAS the draft by-law was tabled by the mayor at the sitting of January 13, 2020;

IT WAS MOVED by Councillor Gilles Asselin, SECONDED by Councillor Robert Chartier and resolved to adopt By-law number 363-2020 establishing taxation and rates for the year 2020.

A copy of the by-law is attached to this resolution as an integral part thereof.

Copies of this by-law were made available to the public at the beginning of this session.

Adopted unanimously

043-0220
ADMINISTRATION
PAYMENT SOLUTION - CONTRACT

IT WAS MOVED by Councillor Denis Vaillancourt, SECONDED by Councillor Gilles Asselin and resolved to authorize the director general to negotiate and sign, for and on behalf of the Municipality of West Bolton, a contract of up to three years for the provision of an Interac payment terminal.

Adopted unanimously

044-0220
ADMINISTRATION
BUDGET CONTROL AND MONITORING - CREDIT CARD

IT WAS MOVED by Councillor Cedric Briggs, SECONDED by Councillor Jean-Pierre Pouliot and resolved to authorize the director general to negotiate and sign, for and on behalf of the Municipality of West Bolton, a credit card application for \$500 or depending on the minimum threshold, if higher, for the road works supervisor.

Adopted unanimously

**044-0220
ROAD WORKS**

Nothing to discuss.

**046-0220
ENVIRONMENT
IDEC**

Councillor Denis Vaillancourt presented the IDEC report which was later tabled.

**047-0220
ENVIRONMENT
WOOD TURTLE PROTECTION AND RECOVERY PLAN**

CONSIDERING that the Municipality of West Bolton participated in the meetings and efforts to develop the *Yamaska Watershed Wood Turtle Protection and Recovery Plan*;

CONSIDERING that the wood turtle is considered an endangered (Canada) and vulnerable species (Quebec) within the meaning of the law, and that its habitat is severely degraded in southern Quebec;

CONSIDERING that the Municipality of West Bolton wishes to commit to the protection of sensitive ecosystems and the status species that live there, and that its territory intersects with the habitat of the wood turtle.

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

- THAT the preamble be an integral part of this resolution;
- THAT the Council of the Municipality of West Bolton undertakes to integrate in its task planning the actions signed in the Excel sheet (TDB_PlanProtection_Annexe7.xlsx);
- THAT the head of the town planning department should serve as a resource person to monitor the project's actions internally and with the OBV.

Adopted unanimously

**048-0220
SUPPORT FOR THE PROJECT TO IMPROVE MUNICIPAL
STORMWATER MANAGEMENT IN THE YAMASKA RIVER
WATERSHED**

The mayor provided information to those present on this issue.

**049-0220
PUBLIC SAFETY
RED CROSS - RENEWAL OF THE SERVICE AGREEMENT TO VICTIMS
OF DISASTERS**

IT WAS MOVED by Councillor Cedric Briggs, SECONDED by Councillor Denis Vaillancourt and resolved to authorize the mayor and the director general to sign an agreement regarding service to disaster victims with the Red Cross.

Adopted unanimously

050-0220
HEALTH AND WELL-BEING

Nothing to discuss.

051-0220
LEISURE AND CULTURE
COWANSVILLE - AQUATIC CENTRE - SUPPORT

IT WAS MOVED by Councillor Gilles Asselin, SECONDED by Councillor Denis Vaillancourt and resolved to support the Cowansville Aquatic Centre rehabilitation project and to authorize the mayor or director general to sign any letter to this effect.

Adopted unanimously

052-0220
LEISURE AND CULTURE
WATERLOO - AGREEMENT - NON-RENEWAL

IT WAS MOVED by Councillor Loren Allen, SECONDED by Councillor Robert Chartier and resolved:

- to inform the Town of Waterloo that the Municipality will not renew the current recreation agreement;
- to invite the Town of Waterloo to present us a new agreement.

Adopted unanimously

053-0220
LEISURE AND CULTURE
TOUR DES ARTS - FINANCIAL AID

Mr. Robert Chartier declared his interest and did not participate in the adoption of this resolution.

IT WAS MOVED by Councillor Jean-Pierre Pouliot, SECONDED by Councillor Loren Allen and resolved that the Municipality should sponsor the *Tour des Arts* at a cost of \$250.

Adopted unanimously

054-0220
VARIA
ESTRIE-MONTÉRÉGIE RAIL CORRIDOR ALLIANCE - LAC-MÉGANTIC SUBCOMMITTEE MEETING

IT WAS MOVED by Councillor Gilles Asselin, SECONDED by Councillor Cedric Briggs and resolved:

- to authorize the Mayor to participate in the meeting of the ACFEM safety subcommittee to be held in Lac-Mégantic on February 20 and to allow reimbursement of expenses related to this event (meals,

accommodation and transportation (\$0.45/km) in accordance with relevant by-laws;

- to finance these expenditures from the general account of the municipality (current budget).

Adopted unanimously

055-0220
VARIA
13.2 DEVELOPMENT PLAN

Mr Drolet mentioned that the development plan (of the Brome-Missisquoi RCM) is under review this year.

The municipality has been penalized since 2008, because it has no urbanization perimeter and it cannot have new roads or extend existing ones. The mayor indicated his intention to schedule meetings for citizens to express their opinions. Increases are to be expected in the costs of the *Sûreté du Québec*, fire safety (Town of Lac-Brome) as well as recycling. A choice will have to be made between tax increases or sustainable development.

056-0220
SECOND QUESTION PERIOD

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

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

057-0220
END OF SITTING

The agenda having been exhausted, IT WAS MOVED by Councillor Jean-Pierre Pouliot, SECONDED by Councillor Loren Allen and unanimously resolved to end the meeting at 9:47 p.m.

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

Jacques Drolet
Mayor

Attestation

The mayor's signature of these minutes is tantamount to the mayor signing all the resolutions it contains as per section 142 of the Municipal Code.

Bonsoir à tous et bienvenue à cette séance du Conseil. Good evening to all and welcome to this sitting of your Counsel.

Vous avez sûrement remarqué que nous vous avons fait parvenir de nombreuses infolettres. In addition to keep you well informed, they are also, a very important reminder of two special points.

Premièrement, il est très important que vous complétiez votre enregistrement pour les mesures d'urgence. It takes only a few seconds. If not done yet, do it now. Don't wait till it's too late. C'est très important. Faites-le maintenant, avant qu'il ne soit trop tard.

Deuxièmement, nous vous informons des consignes concernant le contenu des bacs bleus, bruns et noirs. Respectez-les, car les coûts des collectes sont à la hausse. Nous subissons une hausse de 10% la tonne depuis le 1er janvier pour le recyclage, puisque le taux de rejet est présentement de 37%. Tous les rejets vont à l'enfouissement, donc un transport additionnel est requis et potentiellement une hausse est à venir de la part de la Régie.

Secondly, we inform you, how to use our multi-coloured bins. You should respect these how-to instructions, since their relative costs are increasing. Since January 1st, we are now paying 10% more per ton for recycling, as the nonconformity rate increased to 37%. All rejects go to the garbage, necessitating an additional transport to the Régie, whom potentially might also increase their rates.

Our former Consellor, Julian Tuer has recently suffered a stroke and is currently hospitalized at BMP. Our best wishes to Julian for a prompt recovery. Son épouse Heather m'a informé que sans l'intervention rapide des Premiers Répondants, la situation aurait pu être bien pire.

Firsts Responders were called 36 times onto West Bolton territory during 2019. Merci à tous ces gens qui répondent à ces urgences et cela, jour et nuit.

Jacques Drolet

CANADA
PROVINCE OF QUEBEC
BROME-MISSISQUOI RCM
MUNICIPALITY OF WEST BOLTON

**BY-LAW NUMBER 363-2020
ESTABLISHING TAXATION AND OTHER RATES
FOR 2020**

WHEREAS the Municipal Council of West Bolton wishes to establish rules for the payment of municipal taxes and other charges;

WHEREAS notice of motion of this by-law was duly given at the Council meeting held on January 13, 2020 and the draft by-law was tabled at the same meeting.

THEREFORE, the Municipal Council decrees as follows:

ARTICLE 1

The preamble forms an integral part of this By-law.

ARTICLE 2

The provisions of this By-law shall also apply to owners of registered agricultural operations.

ARTICLE 3

To make up the difference between the expenditures provided for in the 2020 budget and total of specific revenues as well as revenues based on the aggregate tax rate, the present By-law hereby imposes and levies, for 2020, the following taxes and compensations:

1. A general property tax of \$0.48/100.00 assessment on all taxable property in the municipality, as it appears on the assessment role in force. This tax is payable by owners of said property;
2. A compensation of \$159.00 for waste collection, transportation and disposal for every dwelling and premises in the municipality. This compensation is required from the owners of said dwellings or premises;
3. A compensation of \$28.00 for each dwelling located in the municipality, as it appears on the assessment roll in effect. This compensation is required from the owners of these dwellings to pay the amount required by the Brome-Missisquoi RCM for ecocentres;
4. A compensation of \$20.00 for each dog license. This compensation is required from the owners of the said dogs.

The compensation provided for in subsection 2 of this Article is not required for premises located in an immovable that is exempt from property tax under section 204 of the Act Respecting Municipal Taxation, or for premises found in a unit of assessment with only one dwelling and for which the value of the non-residential part is less than 50% (class 6 or less) pursuant to section 244.32 of the Act Respecting Municipal Taxation.

FINAL PROVISIONS

ARTICLE 4

The general property tax and compensations are, in all cases, required from owners of taxed properties unless stipulated otherwise in this By-law.

ARTICLE 5

The general property tax and the compensations must be paid in one instalment only. However, when the total is equal to or greater than \$300.00, they can be paid in one payment or in three equal instalments as the debtor chooses.

The one-time payment or first instalment of municipal property taxes must be made no later than the thirtieth day after the account is mailed. The second payment must be made no later than 90 days after the thirtieth day after the account was mailed. The third payment must be made no later than 90 days after the expiration of the period during which the second payment is required to be made.

ARTICLE 6

If a payment is not made within the stipulated time, only the amount of the payment due will be payable immediately.

ARTICLE 7

As of January 1, 2020, the outstanding balances of any debt due to the municipality bear interest at the rate of 15% from the time they become due.

ARTICLE 8

This By-law comes into force in accordance with the Act.

Adopted in West Bolton, February 3, 2020.

Jacques Drolet
Mayor

Me Jean-François Grandmont, OMA
Director General and Secretary-
Treasurer