

CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF WEST BOLTON

Minutes of the Regular Council Sitting of the Municipality of West Bolton, held on Monday, October 5, 2020 at 7:30 p.m. by videoconference with live broadcast on Facebook.

The following were 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 presided over by Jacques Drolet, Mayor.

Also present:

Jean-François Grandmont, Director general and Secretary-Treasurer
Maike Storks, Deputy Director general and Deputy Secretary-Treasurer
Michael Ferland, Planning Officer and Municipal Inspector

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. Inspector's Report
 - 6.2. Request for conditional use n° 2020-07-0009 – 361 Brill Road
 - 6.3. Request for conditional use n° 2020-08-0013 - 2 Glenview Road
 - 6.4. Request for minor exemption n° 2020-08-0012 - 6 Glenview Road
 - 7. ADMINISTRATION**
 - 7.1. Approval of accounts and transfers
 - 7.2. Insurance - Endorsement - GESTIM
 - 8. ROADWORKS**
 - 8.1. Foster Road - Provisional acceptance
 - 9. ENVIRONMENT**
 - 9.1. Collection of residual materials - Contract - Renewal
 - 10. PUBLIC SECURITY**
 - 10.1. Emergency preparedness - Assistant coordinator - Appointment
 - 10.2. Fire prevention week 2020
 - 10.3. Covid-19
 - 11. HEALTH AND WELLNESS**
 - 11.1. Volunteers - Grocery store
 - 12. LEISURE AND CULTURE**
 - 13. VARIA**
 - 13.1. Covid-19 - Saint-Édouard Elementary School - Financial assistance
 - 13.2. Covid-19 - Knowlton Academy Elementary School - Financial assistance
 - 14. SECOND QUESTION PERIOD**
 - 15. END OF SITTING**
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233-1020
CALL TO ORDER

With the members participating at the start of the sitting forming a quorum, the sitting was called to order by the mayor at 7:30 pm.

The mayor addressed participants and invited them to ask their questions live.

The mayor introduced the new Deputy Director general and Deputy Secretary-Treasurer, Ms Maike Storks, who assumed office on September 28, 2020.

234-1020
ADOPTION OF THE AGENDA

IT WAS MOVED by Councillor Denis Vaillancourt, SECONDED by Councillor Jean-Pierre Pouliot and resolved to adopt the agenda presented while leaving the Varia open and adding the following items to it:

13.3 Flu vaccine

Adopted unanimously

235-1020
FIRST QUESTION PERIOD

Council held a first question period.

236-1020
APPROVAL OF MINUTES

IT WAS MOVED by Councillor Gilles Asselin, SECONDED by Councillor Cedric Briggs and resolved to approve the French version of the minutes of September 8, 2020, by adding the word "mentionne" after the word "maire" in item 226-0920.

Adopted unanimously

237-1020
CORRESPONDENCE

Nothing to discuss.

238-1020
**TOWN PLANNING
INSPECTOR'S REPORT**

Mr. Michael Ferland, planning officer, presented the inspector's report for the month of September 2020.

Number of permits issued: 25
Value of work to be done: \$415,148

The mayor mentioned that there was no new construction in West Bolton in 2020, compared to six in 2019.

239-1020
TOWN PLANNING
REQUEST FOR CONDITIONAL USE n° 2020-07-0009 - TOURIST
RESIDENCE COMPONENT - 361 BRILL ROAD

Mr. Michael Ferland, Planning officer and Municipal inspector, presented the application.

Nature and effects of request n° 2020-07-0009:

The purpose of the request for conditional use is to permit the operation of a tourist residence for the purpose of short-term rental based on the objectives and criteria identified in By-law n° 349-2018 respecting conditional uses including tourist residences.

Identification of the site concerned:

The site covered by this request is located at 361 Brill Road in West Bolton, on Lot 5 192 750 of the Quebec cadastre (roll number: 8814-03-5213) and is situated in zones AF-2 and AF-1.

A written consultation was held to allow any interested party to be heard on this request. Comments received were forwarded to members of Council.

239-1020
TOWN PLANNING
REQUEST FOR CONDITIONAL USE n° 2020-07-0009 - TOURIST
RESIDENCE COMPONENT - 361 BRILL ROAD

CONSIDERING the request from Sophie Maffolini to allow the operation of the residence at 361 Brill Road as a tourist residence;

WHEREAS the requested use is not authorized under Zoning By-law n° 264-2008;

WHEREAS the Planning Advisory Committee, by its resolution number 0820-017, recommended to the Municipal Council to approve the present request on the condition that the Brome Lake Fire Department report be obtained and that it show no non-compliance and that the liability insurance policy also cover the tenants;

WHEREAS this application is complete and meets the requirements of By-law n° 349-2018 respecting conditional uses including tourist residences;

WHEREAS this by-law permits the revocation of a conditional use in the event of non-compliance;

WHEREAS public notice has been given and a sign has been placed in a conspicuous place at the site of the application, all in accordance with Section 145.33 of the *Act respecting landuse planning and development*;

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

- to authorize the request for conditional use n° 2020-07-0009 and allow the operation of a tourist residence at 361 Brill Road, in order to carry out short-term rentals, according to the objectives and criteria identified in By-law n° 349-2018 concerning conditional uses, particularly for tourist residences, on lot number 5 192 750 of the Quebec cadastre (roll number: 8814-03-5213) and located in zones AF-1 and AF-02;
- that this authorization be conditional on the following:

- the sorting and deposit of residual materials in the bins must be done only by the owner or his authorized representative, in accordance with the by-laws;
- the provision of proof of insurance coverage for short-term rentals;
- obtaining written confirmation from the Fire Department that all recommendations have been met;
- the noise level must not be excessive and must be supervised by the owner.

Adopted unanimously

**240-1020
TOWN PLANNING
REQUEST FOR CONDITIONAL USE n° 2020-08-0013- TOURIST
RESIDENCE COMPONENT - 2 GLENVIEW ROAD**

The Mayor and Mr. Michael Ferland, Planning officer and Municipal inspector, presented the request.

Nature and effects of request n° 2020-08-0013:

The purpose of the request for conditional use is to permit the operation of a tourist residence for the purpose of short-term rental based on the objectives and criteria identified in By-law Number 349-2018 respecting conditional uses including tourist residences.

Identification of the site concerned:

The site covered by this application is located at 2 Glenview Road in West Bolton, on Lot 5 192 948 of the Quebec cadastre (roll number: 8909-54-6568) and is situated in Zone RES-2.

A written consultation was held to allow any interested party to be heard on this application. The comments received were forwarded to members of Council.

**240-1020
TOWN PLANNING
REQUEST FOR CONDITIONAL USE n° 2020-08-0013- TOURIST
RESIDENCE COMPONENT - 2 GLENVIEW ROAD**

WHEREAS Philippe Carrier, applicant, requested to allow the operation of the residence at 2 Glenview Road as a tourist residence;

WHEREAS the requested use is not authorized under Zoning By-law n° 264-2008;

WHEREAS the Planning Advisory Committee, by its Resolution n° 0920-021, recommends to City Council that this application be rejected for the following reasons:

- There is strong opposition in the sector in which the use is intended;
- Several complaints have been filed regarding excessive noise created by tenants;
- Certain criteria for noise control features (vegetation strip of at least 2 meters) are not met;

- The owner did not convince members of the Planning Advisory Committee that noise and nuisance issues would be addressed;

WHEREAS this application is complete but does not meet the requirements of By-law n° 349-2018 respecting conditional uses including tourist residences;

WHEREAS a public notice has been given and a sign has been placed in a conspicuous place at the site of the application, all in accordance with Section 145.33 of the *Act respecting land use planning and development*;

IT WAS MOVED by Councillor Cedric Briggs SECONDED by Councillor Jean-Pierre Pouliot and resolved to reject the request for conditional use n° 2020-08-0013 for the operation of a tourist residence at 2 Glenview Road, specifically for reasons raised by the Planning Advisory Committee and the fact:

- that the requested location appears incompatible with the existing environment and townscape;
- that the location of the planned use is already causing negative impacts on the tranquility of the neighbourhood;
- that no concrete measures have been proposed to eliminate noise problems;
- that the municipality was obliged to intervene twice following the issuance of a first notice of infraction.

Adopted unanimously

**241-1020
TOWN PLANNING
REQUEST FOR MINOR EXEMPTION n° 2020-08-0012
6 GLENVIEW ROAD**

The Mayor and Mr. Michael Ferland, Planning officer and Municipal inspector, presented the application.

Nature and effects of request n° 2020-08-0012:

Allow the construction of an accessory building in the front yard. The current standard under Zoning By-law n° 264-2008 stipulates that accessory buildings must be in side yards or back yards.

Identification of the site concerned: The site covered by this request is located at 6 Glenview Road in West Bolton, on lot number 5 192 950 of the Quebec cadastre (roll number: 8909-55-7698).

A written consultation was held to allow any interested party to be heard on this request. Comments received were forwarded to members of Council.

**241-1020
TOWN PLANNING
REQUEST FOR MINOR EXEMPTION n° 2020-08-0012
6 GLENVIEW ROAD**

WHEREAS pursuant to Sections 145.1 and following of the *Act respecting land use planning and development*, the application complies with the objectives of the Master Plan, does not affect the neighbouring property owners' enjoyment of their right to propriété;

WHEREAS the Planning Advisory Committee recommends to Council, by resolution n° 0920-020, to approve this request;

IT WAS MOVED by Councillor Loren Allen, SECONDED by Councillor Denis Vaillancourt and resolved:

- to approve this request for minor exemption n° 2020-08-0012 for the benefit of lot 5 192 950 of the Quebec cadastre (roll number: 8909-55-7698) located at 6 Glenview Road and allow the construction of an accessory building in the front yard. The current standard of Zoning By-law n° 264-2008 stipulates that accessory constructions must be in side yards or rear yards.

Adopted unanimously

242-1020
ADMINISTRATION
APPROVAL OF ACCOUNTS AND TRANSFERS

IT WAS MOVED by Councillor Gilles Asselin, SECONDED by Councillor Jean-Pierre Pouliot and resolved to approve the list of accounts and transfers dated October 2, 2020, in the amount of \$583,107.88, and to authorize the director general to settle these accounts.

Adopted unanimously

243-1020
ADMINISTRATION
INSURANCE - ENDORSEMENT - GESTIM

WHEREAS the services of GESTIM are no longer required;

IT WAS MOVED by Councillor Loren Allen, SECONDED by Councillor Cedric Briggs and resolved to ask the *Mutuelle des Municipalités du Québec* to remove general endorsement AG002 concerning G.E.S.T.I.M. Inc.

Adopted unanimously

244-1020
ROADWORKS
FOSTER ROAD - PROVISIONAL ACCEPTANCE

Considering payment recommendation number 3, dated September 3, 2020, from Mrs. Francesca Asfar, P.Eng. of Avizo Experts-Conseil;

IT WAS MOVED by Councillor Jean-Pierre Pouliot, SECONDED by Councillor Denis Vaillancourt and resolved:

- to provisionally accept the rehabilitation work on Foster Road;
- to approve the payment of an amount of \$490,309.83, including taxes, to Excavation St-Pierre Tremblay for the last part of the road rehabilitation work on Foster Road carried out as part of the call for tenders 2019-14;
- to fund this expense in accordance with By-law n° 348-2018;
- to authorize the director general to sign any document to this effect for and on behalf of the Municipality.

Adopted unanimously

245-1020
ENVIRONMENT

COLLECTION OF RESIDUAL MATERIALS - CONTRACT - RENEWAL

WHEREAS call for tenders number 2018-20 - Collection and transportation of residual materials (recycling, organics and waste) includes 3 years of options.

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

- to exercise option 1 provided for in call for tenders number 2018-20 - Collection and transportation of residual materials (recycling, organic materials and waste) for the year 2021 in the amount of \$115,856.75 plus taxes;
- authorize the mayor and the director general to give any directives and sign any documents to that effect;
- to finance this expense from the general account of the Municipality;
- to ask the director general to obtain a proposal from the contractor for the addition of a GPS camera system in the trucks serving our territory.

Adopted unanimously

**246-1020
PUBLIC SECURITY
EMERGENCY PREPAREDNESS - ASSISTANT COORDINATOR -
APPOINTMENT**

IT WAS MOVED by Councillor Gilles Asselin, SECONDED by Councillor Jean-Pierre Pouliot and resolved to appoint Mrs Maïke Storcks as Assistant Coordinator of Civil Security for the Municipality of West Bolton.

Adopted unanimously

**247-1020
PUBLIC SECURITY
FIRE PREVENTION WEEK 2020**

The mayor informed citizens that this is Fire Prevention Week and this year's theme is "YOU ARE PRIMARILY RESPONSIBLE".

Every year in Quebec, fires are responsible on average for:

- damages to 13 houses every day,
- injuries to 400 people,
- the evacuation of 24,000 people.

He encourages people to check their smoke alarms and carbon monoxide alarms once a month and to visit the website of the Department of Public Security during Fire Prevention Week.

**248-1020
PUBLIC SECURITY
COVID-19**

The mayor informed participants that on October 1, 2020, the MRC Brome-Missisquoi accepted the invitation of the ICSUSS de l'Estrie - CHUS to take up the 28-day challenge.

Throughout these 28 days, the mayors of the 21 municipalities are asking their citizens to respect these 5 rules:

- cough into your elbow,
- wash your hands regularly,
- keep a distance of 2 meters at all times,
- cover your face if the 2-meter distance is not possible and,
- limit movements.

The mayor thanks the citizens of West Bolton for their efforts to respect these 5 rules.

**249-1020
HEALTH AND WELLNESS
VOLUNTEERS - GROCERY STORE**

Councillor Jean-Pierre Pouliot reminded citizens to place their order no later than Tuesday for Wednesday delivery.

IT WAS MOVED by Councillor Denis Vaillancourt, SECONDED by Councillor Loren Allen and resolved, considering this second wave of Covid-19, to invite persons 70 years of age and older with reduced mobility or in quarantine and who so desire, to use Waterloo's Metro Plouffe's Metro **Priority** Internet service to have their grocery order prepared, or to call the Town Hall at 450 242-2704 to have a volunteer deliver to their home if they are unable to travel or do not have access to the Internet.

Adopted unanimously

**250-1020
LEISURE AND CULTURE**

Nothing to discuss.

**251-1020
VARIA
COVID-19
SAINT-ÉDOUARD ELEMENTARY SCHOOL - FINANCIAL
ASSISTANCE**

CONSIDERING the request submitted by École Saint-Édouard.

IT WAS MOVED by Councillor Robert Chartier SECONDED by Councillor Jean-Pierre Pouliot and resolved to grant financial assistance in the amount of \$1,000 to the École primaire Saint-Édouard de Knowlton in order to help our young people to better cope with this COVID-19 pandemic.

Adopted unanimously

**252-1020
VARIA
COVID-19
KNOWLTON ACADEMY ELEMENTARY SCHOOL - FINANCIAL
ASSISTANCE**

CONSIDERING the application submitted by the Knowlton Academy.

IT WAS MOVED by Councillor Cedric Briggs, SECONDED by Councillor Robert Chartier and resolved to grant financial assistance in the amount of \$1,000 to the Knowlton Academy Elementary School in order to help our young people to better cope with this COVID-19 pandemic.

Adopted unanimously

**253-1020
VARIA
FLU VACCINE**

Councillor Cedric Briggs invited citizens to make an appointment to get a flu shot.

**254-1020
SECOND QUESTION PERIOD**

Council held a second question period during which those attending the live broadcast could ask questions to councillors.

Copies of the agenda were made available electronically to the public prior to the start of the session.

**255-1020
END OF SITTING**

The agenda having been exhausted, IT WAS MOVED by Councillor Loren Allen, SECONDED by Councillor Robert Chartier and unanimously resolved to end the sitting 8:45 p.m.

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

Jacques Drolet
Mayor

Attestation

The mayor's signature of these minutes shall be equivalent to the mayor's signature of all resolutions contained herein within the meaning of Section 142 of the Municipal Code.

5 octobre 2020

Bonsoir à tous et bienvenue à votre Séance du Conseil pour le mois d'octobre. Good evening to All and welcome to your October sitting of your Council.

Premièrement, j'aimerais rappeler à tous que la région sanitaire de l'Estrie, est maintenant une zone orange. Dans nos récentes infolettres, nous avons publié les dernières directives gouvernementales à cet égard et il est de notre responsabilité à tous de les suivre. J'aimerais vous rappeler que lors de la fameuse pandémie de Grippe espagnole de 1918, la deuxième vague fut plus meurtrière que la première. Donc, continuons à nous protéger.

First, I would like to remind everyone that all the region under the responsibility of Santé Publique Estrie, is now under Code Orange. With our recent newsletters, we published the latest associated government directives and it is our personal responsibility to follow them. I would also like to recall, that a time of the 1918 pandemic of the Spanish Flu, the second wave of the pandemic recorded more death than the first wave. Let's continue to be very careful.

Cette semaine est la Semaine nationale de Prévention des incendies. Profitons-en pour vérifier nos détecteurs de fumée et de monoxyde de carbone et puisque la saison du chauffage au bois a commencé, assurons-nous que le ramonage de nos cheminées soit effectué.

This week is the National Week for Fire protection. Let's take this opportunity to verify our smoke and carbon dioxide detectors. As well, since many are heating their place with a wood stove, make sure that your chimney is clean.

Samedi dernier, nous avons distribué près de 400 arbustes. Merci à tous ceux que s'en ont procuré, car votre geste est un plus pour l'environnement.

Last Saturday, we distributed close to 400 scrubs. Thank you to all those who pick them up, as it is a plus for our environment.

Vos commentaires concernant le renouvellement du Schéma d'Aménagement de la MRC sont toujours les bienvenus. N'hésitez pas à nous en faire part.

Your comments towards the renewal of the MRC's Schéma d'Aménagement are welcomed. Do not hesitate to forward them to the Town Hall.

Jacques Drolet
Maire/Mayor