

CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF WEST BOLTON

Minutes of the regular Council sitting of the Municipality of West Bolton held on Monday, January 18, 2021 at 7:30 p.m. by videoconference with interactive webcast.

The following were present:

Robert Chartier, Councillor n°1
Jean-Pierre Pouliot, Councillor n° 2
Loren Allen, Councillor n° 3
Denis Vaillancourt, Council 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 were:

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 Reports
 - 6.2. CPTAQ - Allard & Allard Construction inc. - Sablière Fuller - Request for use for a purpose other than agriculture - Extraction of surplus material (sand and gravel)
- 7. ADMINISTRATION**
 - 7.1. Approval of accounts and transfers
 - 7.2. Report of authorized expenditures
 - 7.3. By-law number 374-2021 establishing taxes and rates for the year 2021 - Adoption
 - 7.4. By-law Number 375-2021 Respecting the remuneration of elected municipal officials - Notice of motion, tabling and presentation of draft
- 8. ROADWORKS**
- 9. ENVIRONMENT**
- 10. PUBLIC SECURITY**
- 11. HEALTH AND WELLNESS**
- 12. LEISURE AND CULTURE**
- 13. VARIA**
- 14. SECOND QUESTION PERIOD**
- 15. END OF SITTING**

**001-0121
CALL TO ORDER**

With the members participating at the opening of the sitting forming a quorum, the sitting was called to order by the mayor at 7:30 pm. He made some opening remarks.

002-0121
ADOPTION OF THE AGENDA

IT WAS MOVED by Councillor Denis Vaillancourt, SECONDED by Councillor Robert Chartier and resolved to adopt the agenda as presented, while keeping the Varia open.

Adopted unanimously

003-0121
FIRST QUESTION PERIOD

Council held a first question period.

004-0121
APPROVAL OF MINUTES

IT WAS MOVED by Councillor Gilles Asselin, SECONDED by Councillor Jean-Pierre Pouliot and resolved to approve the minutes of December 7 and 21, 2020.

Adopted unanimously

005-0121
CORRESPONDENCE

- An e-mail from Mr. Michel Tranchemontagne received on January 15, 2021 concerning the construction of a Town Hall.

006-0121
TOWN PLANNING
REPORTS OF THE PLANNING OFFICER AND MUNICIPAL
INSPECTOR

Mr. Michael Ferland, Planning officer, presented the inspector's report for the month of December 2020 and a comparative annual report for 2019 - 2020.

December

Number of permits: 1

Value of Work: Not applicable (request denied)

007-0121
CPTAQ - ALLARD & ALLARD CONSTRUCTION INC. - SABLIERE
FULLER - APPLICATION FOR USE FOR A PURPOSE OTHER THAN
AGRICULTURE - EXTRACTION OF SURPLUS MATERIAL (SAND AND
GRAVEL)

The planning officer explained the project.

WHEREAS the project presented does not violate municipal by-laws and will not have a negative impact on agriculture as per the criteria set out in section 62 of the *Act respecting the protection of agricultural land and agricultural activities* (R.S.Q., c. P-41.1);

WHEREAS the Planning Advisory Committee recommends to Council, by its Resolution No. 1220-033, to approve this application;

WHEREAS our planning officer will go on site, with the operator, to ensure the protection of the surrounding cemetery.

IT WAS MOVED by Denis Vaillancourt, SECONDED by Gilles Asselin and resolved to recommend to the *Commission de protection du territoire agricole* to accept the application for use for a purpose other than agriculture on lots 5 456 471, 5 456 474, 5 192 439 and 5 192 432 located on Fuller Road (Sablière Allard & Allard) under the following conditions :

- The depth of the operation must be more than 1 meter from the water table;
- The owner of the land shall ensure the protection of Fuller Cemetery, cited under the Cultural Heritage Act;
- An agreement for the relocation of the old municipal road will have to be signed with the affected owners;
- The duration of the operation shall not exceed 5 years.

Adopted unanimously

008-0121
ADMINISTRATION
APPROVAL OF ACCOUNTS AND TRANSFERS

IT WAS MOVED by Councillor Jean-Pierre Pouliot, SECONDED by Councillor Cedric Briggs and resolved to approve the list of accounts and transfers as of January 14, 2021, in the amount of \$132,262.79 (except for cheque #11008 in the name of the COMAQ) and to authorize the Director general to settle these accounts.

Adopted unanimously

009-0121
ADMINISTRATION
REPORT OF AUTHORIZED EXPENDITURES

The Director general submitted the report of authorized expenditures.

010-0121
ADMINISTRATION
BY-LAW NUMBER 374-2021 ESTABLISHING TAXATION AND RATES
FOR THE YEAR 2021 - ADOPTION

The mayor presented the purpose of the by-law, its cost, scope and method of payment, and the changes made between the proposed draft and the by-law presented for adoption.

WHEREAS a notice of motion of By-law Number 374-2021 establishing taxation and rates for the year 2021 was given on December 21, 2020 under minute 343-1220;

WHEREAS the draft by-law was introduced by the mayor at the sitting of December 21, 2020;

IT WAS MOVED by Councillor Gilles Asselin, SECONDED by Councillor Cedric Briggs and resolved to adopt By-law No. 374-2021 establishing taxation and rates for the year 2021.

A copy of the by-law is attached hereto to form part of this resolution.

Copies of this by-law were made available to the public on the Municipality's website prior to the start of this sitting.

Adopted unanimously

011-0121
ADMINISTRATION
BY-LAW NUMBER 375-2021 RESPECTING THE REMUNERATION OF
ELECTED MUNICIPAL OFFICIALS - NOTICE OF MOTION, TABLING
AND PRESENTATION OF DRAFT

Notice of motion is given by Jacques Drolet, Mayor, that at a future sitting of Council will be presented for adoption By-law Number 375-2021 regarding the remuneration of elected municipal officials.

The mayor tabled the proposed By-law Number 375-2021 regarding the remuneration of elected municipal officials.

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

The mayor presented the draft.

Draft By-law Number 375-2021:

- *Sets the annual remuneration at \$12,240 for the mayor and \$4,080 for every Councillor (2% increase);*
- *The current annual remuneration in 2021 is \$12,000 for the mayor and \$4,000 for councilors. In addition, and in accordance with the Act, an expense allowance representing 50% of the remuneration so established is paid to each member of Council.*

<i>Position</i>	<i>Current allowance</i>	<i>Proposed allowance</i>
<i>Mayor</i>	\$6,000	\$6,120
<i>Councillor</i>	\$2,000	\$2,040

- *Provides that the mayor will receive a fixed monthly allowance of \$30.60 to compensate for cell phone use while on duty instead of the current \$30 allowance;*
- *By-law Number 375-2021 will be retroactive to January 1, 2021. It replaces By-law 362-2019;*
- *The By-law does not provide for automatic indexation or additional compensation.*

012-0121
ROADWORKS

Nothing to discuss.

013-0121
ENVIRONMENT

Nothing to discuss.

**014-0121
PUBLIC SECURITY**

The mayor requested that citizens should refrain from parking vehicles on municipal roads to allow for adequate snow removal.

**015-0121
HEALTH AND WELLNESS**

Nothing to discuss.

**016-0121
LEISURE AND CULTURE**

Nothing to discuss.

**017-0121
VARIA**

Nothing to discuss.

**018-0121
SECOND QUESTION PERIOD**

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

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

**019-0121
END OF SITTING**

The agenda having been exhausted, IT WAS MOVED by Councillor Loren Allen, SECONDED by Councillor Jean-Pierre Pouliot and unanimously resolved to end the sitting at 8:08 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.

Bonsoir à toutes et à tous et bienvenu à la première assemblée de votre Conseil pour l'année 2021. Good evening to you all and welcome to this first sitting of your counsel for 2021.

Unfortunately, tonight I have to report the death of Wolf Kutschke, a long-time resident of West Bolton on Jan 1st. Wolf was regularly attending our meetings and have provided us with comments over the years. His death was not Covid 19 related.

Également, Yves Lefebvre nous a quitté le 8 janvier. Yves a fait parti du Comité Consultatif d'Urbanisme pour une période de 3 ans. Nous avons grandement bénéficié de sa connaissance des domaines de l'assurance et du cautionnement. Son décès n'est relié à la Covid 19.

Nous tenons à souligner leur implication à notre vie communautaire et au nom des élus et de l'administration, nous transmettons nos plus sincères sympathies aux deux familles. We wish to mention their contribution to our community life and on behalf of all elected members and the administration, we extend our deepest sympathy to both families.

Nous recevons malheureusement plusieurs commentaires négatifs, concernant l'impossibilité de pouvoir se réunir en personne. Je tiens à rappeler à tous que nous sommes soumis aux directives gouvernementales et à celles de la Santé publique. De plus, nos membres du personnel et ils ne sont que trois, sont en télétravail ce qui complique davantage leurs moyens d'intervention. Néanmoins, ils réussissent à répondre adéquatement à toutes les demandes des citoyens. Cependant, quelques-uns profitent de leur longue période d'inactivité à la maison, pour nous faire parvenir des demandes inutiles, en particulier en ce qui concerne un hypothétique nouvel Hôtel de Ville. Pour ce qui est des rencontres publiques et vos requêtes, nous avons mis en place le système de réunions virtuelles, comme nous tenons ce soir, que vous pouvez suivre sur Internet et par téléphone. Ces rencontres sont enregistrées et disponibles sur les sites de la municipalité. Ces rencontres virtuelles sont suivies tous les mois par plus de 100 personnes, alors que les réunions en personnes dépassaient rarement de 5 à 8 citoyens. Donc nous rejoindrons une bien plus grande audience. De plus le système téléphonique mis en place est des plus efficaces. Comme mentionné le mois dernier, plus de 1000 appels par trimestre sont enregistrés.

En ce qui concerne l'Hôtel de Ville, j'ai clairement annoncé le mois dernier qu'aucune décision n'était prise et que le tout fera l'objet d'une consultation auprès de l'ensemble de la population. Une telle consultation ne pourra avoir lieu, tant et aussi longtemps que nous n'aurons complété nos travaux de recherches concernant tous les enjeux. En ce moment, vous savez tous que le schéma d'aménagement de la MRC est des plus restrictif et ne permet pas ce genre de bâtiment. Afin de respecter notre engagement de transparence, tous les élus avaient et ont convenu de vous informer de notre réflexion à ce sujet et nous vous avons demandé de nous faire parvenir vos commentaires, ce qui est toujours le cas. Donc, afin d'être bien clair, aucune décision n'est prise et nous sommes seulement à la recherche de réponses, afin d'être en

mesure de pouvoir vous informer adéquatement le moment venu. Donc, nous vous demandons de ne pas véhiculer de fausses rumeurs, mais plutôt de poser vos questions, lors de nos réunions comme ce soir.

Unfortunately, we receive many negative comments concerning the impossibility to meet in person. I wish to remind you, that we are obligated to follow the Government directives and those from the Public Health. Also members from the Administration, they are only three, are working mostly from home, thus adding to the complexity to respond to all your requests, which nevertheless they are achieving. However, some take their free time at home, to forward us unnecessary request, particularly regarding a potential new Town Hall. Concerning public meetings and your regular requests, we put in place our system of virtual meetings, as we are doing tonight, which enable you to follow them on the web or by telephone. These meetings are recorded and are available on our different sites. May I add, that contrary to our regular meetings which were attended by 5 to 8 persons, these meetings are followed by more than 100 persons each month, a much larger audience. Also, as confirmed last month, requests forwarded to our new telephone system, are answering more than 1000 calls per quarter.

Now concerning a potential new Town Hall, as I mentioned last month, No and I repeat, No decision has been taken and None will be taken, prior to a large consultation to be conducted to you All. Such consultation cannot be held until we will complete our investigation on all points surrounding such issue. Presently, you know that the current MRC Schéma d'aménagement is very restrictive and does not permit the construction of such a building on the property we registered a Reserve. In order to respect our engagement to full transparency, all elected members pledged to keep you inform of this possibility and consequently, we requested that you forward your comments. Therefore, in order to be very clear on this subject, No decision has been taken and we are only in the process of obtaining answers to your and our questions, which we will make available in due time. Consequently, we count on everyone to refrain from spreading false rumors and to rather ask your questions at meetings, like tonight.

La pandémie continue de faire des ravages, mais la distribution des vaccins est commencée. Je suggère à tous d'accepter de le recevoir lorsque vous serez contactés. Entre-temps, continuons de nous protéger, afin que nous puissions reprendre le plus rapidement, un semblant de vie normale.

The pandemic has not ended, but the distribution of vaccines has begun. I suggest to everyone to accept the vaccination once called upon by the authorities. Meanwhile, let's continue to protect ourselves, to enable us to return to a so-called normal life.

Jacques Drolet
Maire/Mayor

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

**BY-LAW NUMBER 374-2021
ESTABLISHING TAXATION AND OTHER RATES
FOR 2021**

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 December 21, 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 and to every person who holds a forest producer's certificate.

ARTICLE 3

In order to be able to meet the expenses provided for in the 2021 budget, the present By-law hereby imposes and levies, for 2021, 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, 2021, 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, this January 18, 2021.

Jacques Drolet
Mayor

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

CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF WEST BOLTON

**BY-LAW NUMBER 375-2021 RELATING TO THE REMUNERATION OF ELECTED
MUNICIPAL OFFICERS**

THE MUNICIPAL COUNCIL DECREES AS FOLLOWS:

ARTICLE 1

The annual remuneration of elected representatives is established as follows:

Mayor	\$12,240
Councillor	\$4,080

ARTICLE 2

In accordance with section 19 of the *Act respecting the remuneration of elected municipal officers* (RLRQ v. T-11.001), each member of Council shall receive an expense allowance corresponding to half of this remuneration. This allowance is established as follows:

Mayor	\$6,120
Councillor	\$2,040

ARTICLE 3

Council determines by resolution the methods of payment of these sums.

ARTICLE 4

If a councillor occupies his seat for only part of the year, his compensation is determined in proportion to the number of months during which he held that position, and the expense allowance is determined accordingly. Part of a month counts for a full month.

Similarly, if a person who is already a member of Council changes positions during the year, his remuneration is adjusted in proportion to the number of days spent in each position, and the expense allowance is determined accordingly.

ARTICLE 5

The Mayor receives a fixed monthly allowance of \$30.60 to compensate for the use of his cell phone as part of his duties.

ARTICLE 6

This By-law takes effect from January 1, 2021, and replaces By-law 362-2019 on the same subject.

ARTICLE 7

This by-law comes into effect according to law.

ADOPTED IN WEST BOLTON, THIS _____ 2021

MAYOR

DIRECTOR GENERAL AND
SECRETARY-TREASURER

PROJEF