

CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF WEST BOLTON

Minutes of the regular Council sitting of the Municipality of West Bolton held on Monday, February 8, 2021 at 7:34 p.m. by videoconference with interactive webcast.

In attendance:

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 in attendance:

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. Report of the planning officer and municipal inspector
 - 6.2. Request for minor exemption #2020-11-0020 - 44, Mizener Road
 - 6.3. Request for minor exemption #2021-01-0001 - 9, Fuller Road
 - 6.4. CPTAQ - 18 Tuer Road - Request for use for a purpose other than agriculture
 - 6.5. CPTAQ - Transport Desourdy inc. - Operation of a gravel and sand pit on lot 5 193 250 of the Quebec cadastre (facing civic number 91) - Request for use for a purpose other than agriculture
 - 6.6. By-law Number 372-2020 to amend Zoning By-law Number 264-2008 respecting certain classes of use - Adoption
- 7. ADMINISTRATION**
 - 7.1. Work of elected officials
 - 7.2. Approval of accounts and transfers
 - 7.3. Procedure for the sale of real estate for non-payment of taxes
 - 7.4. Report of authorized expenditures
- 8. ROADWORKS**
- 9. ENVIRONMENT**
 - 9.1. Appalachian Corridor - Partnership agreement
- 10. PUBLIC SAFETY**
 - 10.1. Animals - SPA (*Société protectrice des animaux des Cantons*) - Agreement
- 11. HEALTH AND WELLNESS**
 - 11.1. MADA - PFM - Mandate and role
- 12. LEISURE AND CULTURE**
 - 12.1. Fleurons du Québec - Membership
 - 12.2. Tour des Arts - Contribution
 - 12.3. Spring Mania Bicycle Tour - May 16, 2021 - Authorization to circulate
- 13. VARIA**
 - 13.1. Adherence to the Declaration of Commitment on Democracy and respect
 - 13.2. 2021 Census
- 14. SECOND QUESTION PERIOD**
- 15. END OF SITTING**

**020-0221
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 7:35 p.m. The mayor made some opening remarks.

**021-0221
ADOPTION OF THE AGENDA**

IT WAS MOVED by Councillor Denis Vaillancourt, seconded by Councillor Gilles Asselin and resolved to adopt the agenda presented by removing the following items:

- 6.3 Request for minor exemption #2021-01-0001 - 9 Fuller Road
- 6.4. CPTAQ - 18 Tuer Road - Request for use for a purpose other than agriculture
- 9.1 Appalachian Corridor - Partnership agreement

and by adding:

- 8.1. Local Roads Assistance Program - Accelerated Local Road Network Investment (AIRRL) Component

Adopted unanimously

**022-0221
FIRST QUESTION PERIOD**

Council held a first question period.

**023-0221
APPROVAL OF MINUTES**

IT WAS MOVED by Councillor Loren Allen, seconded by Councillor Cedric Briggs and resolved to approve the minutes of January 18, 2021.

Adopted unanimously

**024-0221
CORRESPONDENCE**

- A letter of thanks dated December 21, 2020 from École Saint-Édouard for the financial contribution received from the Municipality.

A copy of the correspondence received was forwarded to members of Council.

**025-0221
TOWN PLANNING
REPORT OF THE PLANNING OFFICER AND MUNICIPAL INSPECTOR**

Michael Ferland, planning officer, presented the inspector's report for the month of January 2021.

December
Number of permits: 5

Value of work: \$59,000

**026-0221
TOWN PLANNING
REQUEST FOR MINOR EXEMPTION #2020-11-0020
44 MIZENER ROAD**

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

Nature and effects of request #2020-11-0020:

The purpose of the request for minor exemption is to regularize the rear setback as well as the right setback. The rear setback is 8.83 meters and the right lateral setback is 13.68 meters as shown on a plan dated March 2, 2020 and prepared by Claude Migué, Land Surveyor, under minute 17734. The standard established by Schedule C of Zoning By-law Number 264-2008 is that the rear setback shall be 25 meters and the lateral setbacks shall be 15 meters.

Identification of the site concerned:

The site covered by this request is located at 44, chemin Mizener in West Bolton, on lot number 5 192 763 of the Quebec cadastre (roll number: 8817-13-2339) and located in zone AF-3.

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

**026-0221
TOWN PLANNING
REQUEST FOR MINOR EXEMPTION #2020-11-0020
44 MIZENER ROAD**

WHEREAS pursuant to Sections 145.1 and following of the *Land Use Planning and Development Act*, the application complies with the objectives of the Master Plan, does not affect the rights of neighbouring property owners to enjoy their property;

WHEREAS the Planning Advisory Committee recommends to Council, by resolution number 1220-032, to approve this request;
WHEREAS the purpose of this request is to allow the reconstruction of the building at the same location in the event of a disaster;

WHEREAS this request has been the subject of written consultation in accordance with the law;

IT WAS MOVED by Councillor Cedric Briggs, seconded by Councillor Gilles Asselin and resolved to approve the request for minor exemption #2020-11-0020 in order to regularize the rear setback as well as the right lateral setback and to authorize a rear setback of 8.83 metres and a right lateral setback of 13.68 metres, as shown on a plan dated March 2, 2020 and prepared by Mr. Claude Migué, Land Surveyor, under minute 17734 for the benefit of Lot 5 192 763 of the Quebec Cadastre located at 44, chemin Mizener. The standard established by Schedule C of Zoning By-law Number 264-2008 is that the rear setback must be 25 meters and the lateral setbacks must be 15 meters.

Adopted unanimously

027-0221
**CPTAQ - TRANSPORT DÉSOURDY INC. - OPERATION OF A QUARRY-
GRAVEL-SAND PIT ON LOT 5 193 250 OF THE QUEBEC CADASTRE
(FACING CIVIC NUMBER 91) - REQUEST FOR USE FOR A PURPOSE
OTHER THAN AGRICULTURE**

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 according to 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, by its resolution number 0121-005, recommends to the Municipal Council to approve this request while presenting its concerns to Council;

IT WAS MOVED by Councillor Jean-Pierre Pouliot, seconded by Councillor Gilles Asselin and resolved to recommend to the *Commission de protection du territoire agricole* to accept the request for use for a purpose other than agriculture on Lot 5 193 250 of the Quebec cadastre located on Bolton-Pass Road, facing civic number 91, under the following conditions

- The depth of the operation must be more than 1 meter from the water table;
- The operation will have to be carried out without blasting and crushing in order to ensure the quality of life of citizens and the protection of groundwater;
- The duration of the operation shall not exceed 5 years.

Carried unanimously.

028-0221
TOWN PLANNING
BY-LAW NO. 372-2020 AMENDING ZONING BY-LAW NO. 264-2008
RESPECTING CERTAIN CLASSES OF USE - ADOPTION

The planning officer, the mayor and the director general presented the purpose of the by-law, its cost, scope and any changes made between the proposed draft and the by-law presented for adoption. There is no cost to citizens.

This project contains provisions applicable to zones DESI-03 and MIX-01 aimed at:

- amending the definition of the category: "retail sale of consumer goods".
- repealing the category: "retail sale of capital goods"; and

These areas are located along Route 243.

Whereas no request to participate in a referendum has been received.

IT WAS MOVED by Councillor Denis Vaillancourt, seconded by Councillor Jean-Pierre Pouliot and resolved to adopt By-law No. 372-2020 amending Zoning By-law No. 264-2008 respecting certain categories of use.

Copies of the draft were made available to the public on the Municipality's website.

Adopted unanimously

029-0221
ADMINISTRATION
WORK OF ELECTED OFFICIALS

The mayor provided an update on the work of elected officials.

030-0221
ADMINISTRATION
APPROVAL OF ACCOUNTS AND TRANSFERS

IT WAS MOVED by Councillor Jean-Pierre Pouliot, seconded by Councillor Loren Allen and resolved to approve the list of accounts and transfers dated February 4, 2021, in the amount of \$74,850.14 and to authorize the director general to settle the accounts.

Adopted unanimously

031-0221
ADMINISTRATION
SALE OF REAL-ESTATE FOR NON-PAYMENT OF TAXES

IT WAS MOVED by Councillor Cedric Briggs, seconded by Councillor Denis Vaillancourt and resolved:

- to initiate the procedure for the sale of immovables for non-payment of taxes for owners who, as of February 8, 2021, have not paid their tax arrears, including interest, for an amount greater than or equal to \$50.00 for the year 2019 and prior years and to give defaulters until March 15, 2021 to pay;
- to exempt taxpayers with payment arrangements from this procedure.

Adopted unanimously

032-0221
REPORT OF AUTHORIZED EXPENDITURES

The director general filed the report of authorized expenditures.

033-0221
ROADWORKS
MINISTRY OF TRANSPORT - LOCAL ROAD ASSISTANCE PROGRAM
- ACCELERATING INVESTMENTS IN THE LOCAL ROAD NETWORK -
BAILEY, BRILL, STUKELY AND SPICER ROADS

WHEREAS the Municipality of West Bolton has taken cognizance of the terms and conditions for applying for the Accelerating Investments on the Local Road Network (AIRRL) component of the Local Road Assistance Program (LLAP);

WHEREAS the Municipality of West Bolton wishes to submit an application for financial assistance to the Ministry of Transport for the realization of eligible work under the AIRRL component of the LLAP for resurfacing work that is not eligible under the RIRL;

WHEREAS the Municipality of West Bolton is committed to obtaining the necessary funding to complete the entire project, including the share of the MINISTRY;

WHEREAS only work carried out after the date indicated on the announcement letter is eligible for financial assistance;

WHEREAS the Municipality of West Bolton has chosen to establish the source of calculation of the financial assistance according to the following option:

- X Detailed estimate of the cost of the work;
- the offer of services detailing the costs (by mutual agreement);
- the tender document of the successful contractor (call for tenders).

FOR THESE REASONS, IT WAS MOVED by Councillor Gilles Asselin, seconded by Councillor Loren Allen and resolved that the Council of the Municipality of West Bolton authorizes the submission of an application for financial assistance for eligible work, and confirms its commitment to have the work carried out according to the established terms and conditions and recognizes that, in the event of failure to comply with these terms and conditions, the financial assistance will be terminated.

Adopted unanimously

**034-0221
ENVIRONMENT**

Nothing to discuss.

**035-0221
PUBLIC SECURITY
ANIMALS - SPA (SOCIÉTÉ PROTECTRICE DES ANIMAUX DES
CANTONS) - AGREEMENT**

IT WAS MOVED by Councillor Loren Allen, seconded by Councillor Cedric Briggs and resolved to authorize the mayor and the director general to negotiate and sign, for and on behalf of the Municipality, an agreement with the SPA (*Société protectrice des animaux des Cantons*) for a period of 5 years on the basis of the submitted project.

Adopted unanimously

**036-0221
HEALTH AND WELLNESS
MADA - PFM - MANDATE AND ROLE**

IT WAS MOVED by Councillor Jean-Pierre Pouliot, seconded by Councillor Gilles Asselin and resolved to approve the mandate and roles of the MADA and Municipal Family Policy Steering Committee attached appended to this resolution.

Adopted unanimously

037-0221
LEISURE AND CULTURE
FLEURONS DU QUEBEC

IT WAS MOVED by Councillor Denis Vaillancourt, seconded by Councillor Cedric Briggs and resolved:

- to join the *Fleurons du Québec* for a period of 3 years;
- that the Deputy Director general act as the lead on the file;
- to finance this expense from the general account of the Municipality.

Adopted unanimously

038-0221
LEISURE AND CULTURE
TOUR DES ARTS - CONTRIBUTION

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

Whereas the municipality supported the *Tour des Arts* in 2020 during the pandemic.

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

- to contribute \$250 to the Tour des arts for the year 2021;
- to finance this expense from the general account of the Municipality.

Adopted unanimously

039-0221
LEISURE AND CULTURE
MANIA SPRING CYCLING TOUR - MAY 16, 2021 - AUTHORIZATION
TO CIRCULATE

IT WAS MOVED by Councillor Gilles Asselin, seconded by Councillor Robert Chartier and resolved:

- to authorize the passage of cyclists during the "Printemps Mania" activity that will take place on May 16, 2021;
- to authorize the director general to give any directives and sign any documents to that effect.

Adopted unanimously

040-0221
VARIA
ADHERENCE TO THE DECLARATION OF COMMITMENT TO
DEMOCRACY AND RESPECT

WHEREAS the polarization of public opinion in traditional media and particularly in social media is leading to an increase in aggressive statements and acts of intimidation against elected municipal officials;

WHEREAS this phenomenon has increased since the beginning of the COVID-19 crisis in 2020;

WHEREAS intimidation, threats and verbal abuse have no place in a democracy and do not promote public trust and recognition of its democratic institutions;

WHEREAS respect is a fundamental element of a democratic society, which in turn requires the fundamental recognition of great freedoms, including freedom of expression;

WHEREAS a respectful democracy honours elected officials and consolidates the quality and authority of institutions;

WHEREAS the *Union des municipalités du Québec* (UMQ) has launched a national campaign on democracy and respect;

WHEREAS the members of the UMQ Board of Directors adopted the following declaration of commitment on December 4, 2020:

"Our democracy is rooted in our history. We choose those who govern us. In a democracy, we can all be candidates for public office. When elections are held, citizens delegate the administration of the common good to people who offer their services, like us. This way of managing our living environments and our regions, has enabled us to achieve one of the highest standards of living in the world, to live in security, to have the opportunity to live our lives as we wish and to express ourselves freely.

"Democracy comes alive in debate and in the clash of ideas. It is possible as long as people respect each other. But these days, our democracy is too often abused by unfortunate incidents: incivilities, disrespect, threats, intimidation and identity theft. In recent years, particularly with the rise in popularity of social media, vigorous but respectful debate has too often been replaced by insults, threats and intimidation.

"This was true before the pandemic. But the pandemic has made it worse. That this difficult situation is a source of worry and anxiety is normal. That we sometimes disagree with the decisions of the authorities is normal. But it is not acceptable that women and men who exercise a public responsibility in the service of their fellow citizens should be intimidated, forced to resign, sometimes even threatened with death, or forced to travel with police protection.

"In less than a year's time, municipal elections will be held in all Quebec municipalities. Until then, we must take care of our democracy. We must return to a debate that respects people and institutions in order to make the best decisions together. Let us remember that elected officials and public office holders are committed to the well-being of their population. Let's encourage political commitment, not discourage it.

"As elected municipal officials, we are proud to serve our fellow citizens. That is why we call for democratic debate with respect. We say: "Democracy with respect, out of respect for democracy". And we invite elected officials from all Quebec municipalities to join the movement."

IT WAS MOVED by Councillor Jean-Pierre Pouliot, seconded by Councillor Cedric Briggs and resolved:

- THAT Council endorse the Statement of Commitment on the theme "Democracy through respect, with respect for Democracy";
- THAT Council is committed to supporting elected municipal officials and all spheres of municipal governance to enhance

municipal democracy and build confidence in democratic institutions;

- THAT a copy of this resolution be sent to the UMQ, the FQM and the MRC Brome-Missisquoi.

Adopted unanimously

**041-0221
VARIA
2021 CENSUS**

IT WAS MOVED by Councillor Denis Vaillancourt, seconded by Councillor Loren Allen and resolved that the Council of the Municipality of West Bolton support the 2021 Census and encourage all residents to complete their census questionnaire online at www.recensement.gc.ca. Accurate and complete census data supports programs and services that benefit our community.

Adopted unanimously

**042-0221
SECOND QUESTION PERIOD**

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

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

**043-0221
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 9:08 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, as per Section 142 of the *Municipal Code*.

Bonsoir à toutes et à tous et bienvenue à votre séance du Conseil pour le mois de février. Good evening to you all and welcome to this sitting of your Counsel for the month of February.

Premièrement, j'aimerais rappeler que cette séance est présentée sur Zoom et vous pouvez également nous suivre par téléphone, si votre connexion internet n'est pas assez performante. De plus, elle est enregistrée et peut être réécoutée sur nos sites internet, Facebook et You Tube. Nous sommes agréablement surpris du nombre de gens qui suivent nos délibérations. D'un début modeste le printemps dernier avec 63 visionnements, ce chiffre s'est accru à 166 en décembre et nous avons eu un bond spectaculaire à plus de 460 le mois dernier. Merci à tous. Ces visionnements combinés à nos nombreuses infolettres accentuent la diffusion de nos différentes informations.

First, I would like to recall that this sitting is presented on Zoom and you can also follow it with your telephone, should your internet connection is less performant. Also it is recorded and remains available on our web site, Facebook and You Tube. We are quite surprised by the number of people following our presentations. From a modest beginning of 63 last Spring, this number increased to 166 last December to a booming 460+ last month. Thank you to All. These views combined to our numerous news letters, ensure a large diffusion of our informations.

Le printemps sera bientôt des nôtres et plusieurs d'entre vous ont commencé la planification de vos potagers. Les horticulteurs nous informent que la vente des graines de semences est déjà commencée et ils nous suggèrent de penser à les acheter dès maintenant, avant qu'une pénurie s'installe. De plus, notre municipalité est inscrite comme amie des abeilles. Afin de fournir à ces dernières un apport important en pollen, nous vous suggérons de planter une grande variété de fleurs, ce que nos apiculteurs, et ils sont plusieurs, apprécieront au plus haut point. De plus votre environnement sera agréable à regarder et fera honneur au soin que vous apportez à l'embellissement de votre propriété. Encore cette année, nous publierons les coordonnées des producteurs locaux. Donc, si c'est votre cas, SVP nous en informer. Faites en sorte que les graines que vous achèterez sont exemptes de néonicotinoïdes et évitez l'usage de Glyphosates, comme le Round Up.

Spring will soon be with us and many of you are already planning your vegetables garden. Horticulturists are informing that sale of seeds has already begun and they are suggesting to place our orders early, before any shortage happens. Moreover, our Municipality is registered as friendly to bees with Bee City Canada. For the well-being of the bees, they need different sources of pollen. So we suggest your planting a large variety of flowers. Bee keepers will thank you and they are many. Such planting will provide you with a sense of pride and your property will be beautiful. Again this year, we will publish the coordinates of all various producers of the municipality, to reinforce local purchasing. If this is your case, please contact us. Make sure that seeds you will be buying are without néonics and glyphosates, like Round Up.

Au cours des prochains mois, vous aurez accès à un service internet ultra rapide, grâce à la fibre optique. Afin que vous soyez dans les premiers à obtenir ce service, nous vous invitons à vous inscrire sur le site internet du fournisseur, IHR Telecom.

Over the next few months, you will have access to an ultra-speed internet service with the installation of fibre optic. To be one of the first to obtain this service, we invite you to register your intention on the internet site of IHR Telecom.

Nous avons récemment reçu du Gouvernement du Québec l'agréable surprise, quant au nombre de population. En effet, le dernier décompte situe notre population à 666, soit une augmentation de 32 personnes ou 5%. Puisque nous n'avons constaté de nouvelles constructions en grand nombre, nous présumons que cette augmentation est due à ce que des personnes sont maintenant des résidents permanents, plutôt qu'à temps partiel. Nous leur souhaitons la bienvenue dans notre communauté et les félicitons pour cet excellent choix. Avec la pandémie qui continue de bouleverser nos vies et la venue prochaine de l'internet haute vitesse avec la fibre optique, nous croyons que ce nombre continuera à croître.

Recently, we were informed from the Quebec Government, that our permanent population increased of 32 persons to 666 from a year ago. This is a pleasant surprise, considering that only a small number of new construction took place. We suppose that this increase is due to some people elected to move on a permanent basis within the community rather than weekends or summer. We welcome them All and congratulate them for their excellent choice. With the continued negative effect of the pandemic on our lives and the implementation of the fibre-optic cables for a real high-speed internet, we believe this number will continue to grow.

Le nombre de cas de contamination à la Covid 19 semble vouloir se stabiliser. Cependant, le retard dans la vaccination et le nombre accru de variant du virus, pourraient faire en sorte d'augmenter le nombre de cas et d'hospitalisation au cours des prochaines semaines. Il est donc très important que nous continuions de suivre toutes les mesures de protection suggérées par la Santé publique. Restons prudents.

The number of contaminated cases of Covid 19 appears to stabilize. However, considering the vaccination delay and the increased number of this virus variant, might result in a further increase of cases over the next few weeks. Therefore, it is important that we continue to follow all protective measures suggested by Santé Quebec. Let's be prudent.

Jacques Drolet
Maire/Mayor

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

**BY-LAW NUMBER 372-2020
AMENDING ZONING BY-LAW NUMBER 264-2008 REGARDING CERTAIN CATEGORIES OF
USAGE**

- WHEREAS the Zoning by-law number 264-2008 and its amendments is in force;
- WHEREAS the Municipal Council may adopt a by-law on zoning under the *Act respecting land use planning and development*;
- WHEREAS this by-law does contain provisions that may be approved by way of referendum;
- WHEREAS a notice of motion was given on November 2, 2020 and the draft by-law has been tabled;

COUNCIL DECREES AS FOLLOWS:

Article 1:

The text from subparagraph a) *Vente au détail de biens de consommation (C1-1)* of the first paragraph from article 2.1.3.1 « *Établissement commercial de détail* », from the Zoning by-law number 264-2008 is replaced as follows:

“Small retail establishments or consumer goods rental such as: Convenient store, grocery store, butchery, bakery, florist, smoke shop, garden centre, interior public market, home-grown product, book store, fashion store, shoe shop, small items store, drugstore, furniture and household appliances and other similar establishments.”

Article 2:

At article 2.1.3.1 “*Établissement commercial de détail*”, subparagraph b) *Vente au détail de biens d’équipements (C1-2)*, is repealed.

Article 3 :

This by-law enters into force in accordance with the law.

Adopted in West Bolton, on February 8, 2021.

Jacques Drolet, Mayor

Jean-François Grandmont, Director general and Secretary-treasurer



Comité de pilotage

MADA et PFM

Mandat et rôles

Version du 2021-02-02

Le mandat

- Assurer l'élaboration de la démarche MADA et PFM
 - en étant à l'écoute des besoins et des attentes de la population;
 - en recommandant des projets porteurs de la préoccupation aînés et familles;

Les rôles

Validation/recommandation :

- Valider les rapports produits et les outils utilisés dans le cadre de la démarche (bilan des ressources et des actions, consultation des acteurs, planification des actions, etc.);
- Valider les enjeux identifiés;
- Recommander le projet de politique et de plan d'action au conseil municipal;
- Assister le conseil dans l'étude de dossiers susceptibles de faire l'objet de règlement ou de politique ayant une incidence sur la démarche MADA ou la PFM;
- Valider l'attribution de budget pour la réalisation d'une tâche spécifique à la démarche MADA ou la PFM.

Participation/contribution

- Participer aux rencontres organisées dans le cadre de la démarche;
- Contribuer à la collecte de l'information (statistiques, bilan des ressources et des actions);
- Participer aux activités de consultation (planification, organisation et tenue);
- Participer à l'étape de validation et de planification des actions.

Communication et information

- Agir à titre d'agent de liaison pour faire connaître la démarche auprès de la population ainsi qu'auprès des acteurs locaux non impliqués dans le comité;
- Faciliter la circulation de l'information auprès des acteurs du milieu.

Mobilisation et concertation

- Encourager la synergie d'action entre les acteurs;
- Identifier des stratégies pour inciter les entreprises et les organismes de la municipalité à intégrer le principe « penser et agir aînés et familles »;
- Agir à titre d'agent de mobilisation pour favoriser la participation des acteurs du milieu impliqué auprès des aînés et des familles (organismes, associations, etc.);



Comité de pilotage

MADA et PFM

- Sensibiliser les décideurs à l'importance des aînés et des familles dans tout le processus de décisions, et ce, quel que soit le champ d'intervention (politique, économique, social, culturel).

Suivi

- Assurer le suivi et l'évaluation du plan d'action :
 - en exerçant un rôle de suivi afin d'en assurer la continuité et la pérennité;
 - en priorisant les éléments du plan d'action;
 - en favorisant l'implication des directions de services dans la définition et l'application des mesures qui assureront la mise en œuvre de la démarche MADA et de la PFM.