

CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF WEST BOLTON

Minutes of the regular Council sitting of the Municipality of West Bolton, held on Monday, March 14, 2022 at 7:30 p.m. by videoconference with interactive webcast on the Zoom.

The following were present:

Margarita Lafontaine, Councillor n° 1

Jean-Pierre Pouliot, Councillor n° 2

Loren Allen, Councillor n° 3

Eddy Whitcher, Councillor n° 4

Gilles Asselin, Councillor n° 5

Nancy Lanteigne, Councillor n° 6

The members present formed a quorum.

The sitting was presided over by Denis Vaillancourt, Mayor.

Also present:

Jean-François Grandmont, Director general and Clerk-Treasurer
Maïke Storks, Assistant Director general and Assistant Clerk-Treasurer

Ève-Marie Jodoin, Advisor - Regional Affaires - Estrie et Montérégie, Regional Affairs and Communities Directorate, Hydro Québec (left after point 056-0322)

AGENDA

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

3. PRESENTATION

- 3.1. Hydro-Québec - Analysis of the causes of frequent power outages in West Bolton and the solutions envisaged

4. FIRST QUESTION PERIOD

5. APPROVAL OF MINUTES

6. CORRESPONDENCE

7. TOWN PLANNING

- 7.1. Request for Minor Exemption #2111-024 - 7 Dumouchel Road
7.2. Request for Minor Exemption #2111-023 - 26 Bolton Road Pass

8. ADMINISTRATION

- 8.1. Approval of accounts and transfers
8.2. 2021 Elections -Lists donors and Expense reports - Tabling
8.3. By-law number 384-2022 establishing the code of ethics and professional conduct of elected municipal officials - Notice of motion, tabling and presentation of draft
8.4. By-law number 385-2022 establishing a code of ethics and professional conduct for municipal employees - Notice of motion, tabling and presentation of draft

9. ROADS

- 9.1. Call for Tenders 2021-15 - Granular Resurfacing Work on Bailey Road, Brill Road, Strill Road and Spicer Road - Phased Progress estimate #3
9.2. 2022 Grading - Contract
9.3. Paramount Road Rehabilitation - Follow-up

10. ENVIRONMENT

11. PUBLIC SECURITY

- 11.1. Dangerous international situation - Quebec municipal elected officials stand in solidarity with the Ukrainian people
11.2. Sûreté du Québec - Access to Council Chambers
11.3. Closure of municipal roads to non-essential trucks

12. HEALTH AND WELL-BEING

- 12.1. Family and Seniors Policy – Action Plan Adopted
- 12.2. Family and Seniors Policy – Establishment of a Monitoring Committee
- 12.3. Food-producing municipality – Setting up of a working committee
- 12.4. Change in level of service at Villa des Rivières in Bedford – Request for a moratorium
- 12.5. Brome Lake Community Action – Application for financial support
- 12.6. Wellness Kit - Sponsorship

13. LEISURE AND CULTURE

14. VARIA

15. SECOND QUESTION PERIOD

16. END OF SITTING

**054-0322
CALL TO ORDER**

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

**055-0322
ADOPTION OF THE AGENDA**

IT WAS MOVED BY Jean-Pierre Pouliot
SECONDED BY Nancy Lanteigne
AND RESOLVED:

To adopt the agenda.

Adopted unanimously

**056-0322
PRESENTATION
HYDRO-QUÉBEC - ANALYSIS OF THE CAUSES OF
FREQUENT POWER OUTAGES IN WEST BOLTON AND
THE SOLUTIONS ENVISAGED.**

Ms. Eve-Marie Jodoin, Advisor - Regional Affairs - Estrie and Montérégie of Hydro-Québec's Regional Affairs and Communities Department presented a state of the quality of the electrical service in our territory and the solutions envisaged to improve it and answers citizens' questions.

**057-0322
FIRST QUESTION PERIOD**

IT WAS MOVED BY Denis Vaillancourt
SECONDED BY Jean-Pierre Pouliot

AND UNANIMOUSLY RESOLVED to postpone Question Period until the end of the sitting.

058-0322
APPROVAL OF MINUTES

IT WAS MOVED BY Gilles Asselin
SECONDED BY Margarita Lafontaine
AND RESOLVED:

To approve the minutes of February 14, 2022.

Adopted unanimously

059-0322
CORRESPONDENCE

A copy of the correspondence received was sent to members of Council. No new documents to add.

060-0322
TOWN PLANNING
REQUEST FOR MINOR EXEMPTION #2111-024
7 DUMOUCHEL ROAD

Considering the recommendation of the director general;

IT WAS MOVED BY Eddy Whitcher
SECONDED BY Loren Allen
AND RESOLVED:

To postpone the request for minor exemption #2011-024 to the sitting of April 11, 2022 to allow Council to continue its review of the request.

061-0322
TOWN PLANNING
REQUEST FOR MINOR EXEMPTION #2111-023
26 BOLTON PASS ROAD

Messrs. Gilles Asselin and Eddy Whitcher presented the request.

Nature and effects of the request #2111-023:

The purpose of the request for minor exemption is to allow the reduction of the façade at Bolton Pass Road to 54.57 metres in order to create a new lot with an area of 6585.2 square metres to accommodate a detached single-family residence.

The standard in section 4.1.2 of subdivision by-law number 265-2008 stipulates that the simple minimum frontage must be 66.6 metres, which represents a difference of 12.03 metres or 18%.

Identification of the site concerned:

The site covered by this request is located at 26 Bolton Pass Road in West Bolton, on lot number 5 192 338 of the cadastre of Québec (registration number: 8508-80-4106) and located in zones DESI-03 and MIX-01.

The floor was given to anyone wishing to be heard in relation to this request.

**061-0322
TOWN PLANNING
REQUEST FOR MINOR EXEMPTION #2111-023
26 BOLTON PASS ROAD**

WHEREAS the Planning Advisory Committee recommends to Council, by its resolution #1121-044, to reject this request;

WHEREAS this request has been the subject of a written consultation in order to allow any interested party to be heard;

IT WAS MOVED BY Eddy Whitcher
SECONDED BY Gilles Asselin
AND RESOLVED:

To reject the request for minor exemption #2111-023 and not allow the reduction of the frontage at Bolton Pass Road to 54.57 metres in order to create a new lot with an area of 6585.2 square metres to install a detached single-family dwelling considering:

- That the demonstration of harm has not been established;
- That access to the land should be from the existing lot considering that the new lot to be created would be adjacent to a wetland preventing direct access to Bolton Pass Road.

This request concerns lot number 5 192 338 of the cadastre of Québec (number: 8508-80-4106) located at 26 Bolton Pass Road in Bolton West.

Adopted unanimously

**062-0322
ADMINISTRATION
APPROVAL OF ACCOUNTS AND TRANSFERS**

IT WAS MOVED BY Loren Allen
SECONDED BY Jean-Pierre Pouliot
AND RESOLVED:

To approve the list of accounts and transfers as of March 10, 2022 in the amount of \$215,842.30 and to authorize the director general to settle these accounts.

Adopted unanimously

063-0322
ADMINISTRATION
2021 ELECTIONS -LISTS OF DONORS AND EXPENSE
REPORTS - TABLING

The director general tabled forms DGE-1038 "List of Donors and Expense Report" of the candidates for the election of November 7, 2021.

064-0322
ADMINISTRATION
BY-LAW NO. 384-2022 ESTABLISHING THE CODE OF
ETHICS AND PROFESSIONAL CONDUCT OF ELECTED
MUNICIPAL OFFICIALS - NOTICE OF MOTION,
TABLING AND PRESENTATION OF DRAFT

NOTICE OF MOTION is hereby given by Mayor Denis Vaillancourt, that at the Council sitting of April 11, 2022 at 7:30 p.m., By-law number 384-2022 establishing the code of ethics and professional conduct of elected municipal officials will be presented for adoption.

In order to comply with the requirements set out in section 445 of the Municipal Code (CQLR, c.C-27.1), a copy of draft By-law no. 384-2022 establishing the code of ethics and professional conduct of elected municipal officials was tabled virtually by the mayor during the sitting and is appended to this notice.

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

Mr. Denis Vaillancourt presented the draft:

Through this draft By-law number 384-2022, a new Code of Ethics and Professional Conduct for Elected Officials will be adopted. The draft can be summarized as follows:

- It sets out the main values of the municipality:
 1. the integrity of Councillors;
 2. the honour attached to the functions of a member of Council;
 3. prudence in pursuing the public interest;
 4. respect and civility toward other members of Council of the municipality, employees of the municipality and citizens;
 5. loyalty to the municipality;
 6. the search for equity.

- It sets out the rules of professional conduct that must guide the conduct of a member of Council, a committee or a commission of the municipality or, as a member of Council of the municipality, of another body;
- In addition, it outlines the mechanisms for the application and control of the rules of professional conduct;
- It will replace the current Code of Ethics.

Draft By-law number 384-2022 establishing the code of ethics and professional conduct of elected municipal officials is available for consultation on appointment at the municipal office between 8:30 a.m. and noon and between 1:00 p.m. and 4:30 p.m. Monday to Friday and at any time on the municipality's website.

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

065-0322
ADMINISTRATION
BY-LAW NO. 385-2022 ESTABLISHING THE CODE OF
ETHICS AND PROFESSIONAL CONDUCT OF MUNICIPAL
EMPLOYEES - NOTICE OF MOTION, TABLING AND
PRESENTATION OF DRAFT

NOTICE OF MOTION is hereby given by Mayor Denis Vaillancourt, that at the Council sitting of April 11, 2022 at 7:30 p.m., By-law number 385-2022 establishing the Code of Ethics and Professional Conduct of Municipal Employees of West Bolton will be presented for adoption.

In order to comply with the requirements set out in section 445 of the Municipal Code (CQLR, c.C-27.1), a copy of draft By-law no. 385-2022 establishing the code of ethics and professional conduct of municipal employees of West Bolton was tabled virtually by the mayor at the sitting and is appended to this notice.

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

Mr. Denis Vaillancourt presented the draft.

With this draft Bylaw number 385-2022, a new Code of Ethics and Professional Conduct for Elected Officials will be adopted. The draft can be summarized as follows:

- It sets out the main values of the municipality:
 1. integrity;
 2. prudence in pursuing the public interest;
 3. respect for other employees, elected officials of the municipality and citizens;
 4. loyalty to the municipality;
 5. the pursuit of equity;

6. the honour attached to the duties of employees of the municipality.

- It determines the mechanisms for preventing and punishing a breach of a rule;
- It will replace the current Code of Ethics;
- It will be subject to consultation with employees.

Draft By-law number 385-2022 establishing the code of ethics and professional conduct of municipal employees of the municipality of West Bolton is available for consultation by appointment at the office of the municipality between 8:30 a.m. and noon and between 1:00 p.m. and 4:30 p.m. Monday to Friday and at any time on the municipality's website.

Copies of the draft were made available to the public prior to the start of this sitting.

**066-0322
ROADS
CALL FOR TENDERS 2021-15 - RESURFACING OF BAILEY,
BRILL, STUKELY AND SPICER ROADS - PROGRESS
ESTIMATE #3**

CONSIDERING the recommendation of Bruno Lortie, engineer.

IT WAS MOVED BY Gilles Asselin
SECONDED BY Loren Allen
AND RESOLVED:

- to accept progress estimate # 3 of Normand Jeanson Excavation Inc. in the amount of \$36,993.21, taxes included, for granular resurfacing work on Bailey Road, Brill Road, Stukely Road and Spicer Road as part of call for tenders 2021-15;
- to finance this expenditure, net of tax rebates, in accordance with Bylaw No. 378-2021.

Adopted unanimously

**067-0322
ROADS
2022 GRADING**

WHEREAS the Municipality of West Bolton estimates the grading work to be carried out this year at approximately 300 hours;

WHEREAS the proposed contractor has the necessary personnel and equipment to do quick and quality grading;

WHEREAS it is essential to be able to ensure the availability of a grader to meet municipal needs;

CONSIDERING the recommendation of the road committee to award a contract by mutual agreement for grading;

IT WAS MOVED BY Gilles Asselin
SECONDED BY Margarita Lafontaine
AND RESOLVED:

- to accept the proposal of Normand Jeanson Excavation Inc. dated March 8, 2022, for operator leveling services for the year 2022 at a rate of \$145/h plus taxes;
- to authorize the director general or the road supervisor to issue any directives to that effect for and on behalf of the Municipality;
- to finance this expenditure from the general account of the Municipality (current budget).

The mayor called the vote:

The following voted in favour: Margarita Lafontaine, Loren Allen, Eddy Whitcher, Gilles Asselin.

Against: Jean-Pierre Pouliot, Nancy Lanteigne.

IN FAVOUR: 4 AGAINST: 2

Adopted by majority

**068-0322
ROADS**

PARAMOUNT ROAD REHABILITATION - FOLLOW-UP

The mayor provided an update on the progress of the plans and specifications for Paramount Road. A road committee meeting is scheduled for Wednesday on the subject.

**069-0322
ENVIRONMENT**

Nothing to discuss.

**070-0322
PUBLIC SECURITY
DANGEROUS INTERNATIONAL SITUATION
QUEBEC MUNICIPAL ELECTED OFFICIALS IN
SOLIDARITY WITH THE UKRAINIAN PEOPLE**

WHEREAS **Mr Vladimir Putin**, President of the Russian Federation, has ordered the military invasion of the Republic of Ukraine;

WHEREAS the Russian Federation has, in doing so, violated international rules of respect for the integrity of national borders and caused the death of thousands of people and the exodus of Ukrainian citizens;

WHEREAS in our time, the military solution is unacceptable to settle disputes between nations;

WHEREAS elected municipal officials and the people of Quebec are deeply saddened by the suffering experienced by the Ukrainian people and communities;

CONSIDERING the will of Quebec's elected municipal officials to express their total disapproval of this situation and the use of weapons to resolve conflicts;

CONSIDERING the will of elected municipal officials and the people of Quebec to express their solidarity with the Ukrainian people;

CONSIDERING the gestures of solidarity of several municipalities and many Quebecers towards the Ukrainian people, in particular through donations to the Canadian Red Cross and *Médecins Sans Frontières*;

WHEREAS it is important that our fellow citizens of Russian origin living in Canada are not the victims of this incomprehensible conflict;

IT WAS MOVED BY Margarita Lafontaine
SECONDED BY Nancy Lanteigne
AND RESOLVED:

That the Municipality of *West Bolton* condemns in the strongest terms, Russia's military invasion of Ukraine;

That the municipality joins the concert of nations in calling on **Mr. Vladimir Putin** of Russia to end his aggression and withdraw all his military forces from Ukraine and to settle his differences through diplomacy;

That the Municipality calls on the Government of Canada to take all necessary measures to induce **Mr. Vladimir Putin** of Russia to abandon his bellicose attitude;

That Canada be actively involved in ensuring that peace and economic prosperity take hold in a sustainable manner.

That the municipality invites its citizens to participate in the effort of solidarity with the Ukrainian people;

That the Municipality declares its interest in contributing to this collective and humanitarian effort and invites all groups and stakeholders to mobilize to organize the reception of these refugees on our territory;

That a copy of this resolution be sent to the Prime Minister of Canada, Justin Trudeau; the Minister of Foreign Affairs, Mélanie Joly; the Premier of Québec, François Legault; the Embassy of the Republic of Ukraine; the Embassy of the Russian Federation; the Fédération québécoise des municipalités; and regional and national media.

Adopted unanimously

071-0322
PUBLIC SECURITY
SÛRETÉ DU QUÉBEC - ACCESS TO COUNCIL CHAMBERS

IT WAS MOVED BY Jean-Pierre Pouliot
SECONDED BY Margarita Lafontaine
AND RESOLVED:

To authorize the director general to install an access mechanism to allow Sûreté du Québec patrollers to use the Council chambers at the Town Hall at all times.

Adopted unanimously

072-0322
PUBLIC SECURITY
CLOSURE OF MUNICIPAL ROADS TO NON-ESSENTIAL TRUCKS

WHEREAS a notice of closure of Paramount Road to trucks had to be given urgently last Friday due to the accelerated degradation of the road for civil security reasons;

WHEREAS the prohibition on non-essential trucks applies to this road as of today;

WHEREAS the closure of other municipal roads to non-essential trucks will have to begin next week;

IT WAS MOVED BY Gilles Asselin
SECONDED BY Eddy Whitcher
AND RESOLVED:

To confirm the closure of Paramount Road to non-essential trucks as of today;

To prohibit the movement of non-essential trucks on municipal roads during the thaw period to ensure the security of people and property.

Adopted unanimously

073-0322
HEALTH AND WELL-BEING
FAMILY AND SENIORS POLICY - ACTION PLAN
ADOPTED

Councillor Jean-Pierre Pouliot thanked the members of the steering committee for their rigorous work since January 2021 as part of the Family and Seniors Policy process, which has resulted in the recommendation of a solid policy and action plan.

IT WAS MOVED BY Nancy Lanteigne
SECONDED BY Jean-Pierre Pouliot
AND RESOLVED:

That the Municipality of West Bolton adopt the final version of the Family and Seniors Policy annexed to this resolution and developed as part of the *Age-Friendly Municipality Approach (MADA)* and the *Municipal Family Policy Approach (PFM)* and its five-year action plan;

That the deputy director general be designated to monitor the implementation;

That the policy and action plan be translated and communicated to citizens through a brochure and a launch event;

That this resolution replace resolution 022-0122.

Adopted unanimously

074-0322
HEALTH AND WELL-BEING
FAMILY AND SENIORS POLICY - ESTABLISHMENT OF A
MONITORING COMMITTEE

IT WAS MOVED BY Jean-Pierre Pouliot
SECONDED BY Margarita Lafontaine
AND RESOLVED:

That the Municipality of West Bolton proceed with the creation of a follow-up committee for the Families and seniors policy and its action plan under the responsibility of Councillors Jean-Pierre Pouliot and Nancy Lanteigne;

To appoint the following persons as members of the Monitoring Committee:

- Gail Watt, Seniors' representative
- John Rhicard, Seniors' representative
- David Rollert, Seniors' representative
- Véronique Lambert, Family representative
- Nancy Dufour Zitzmann, Family representative
- Alexandre de Carufel, Family representative

To entrust the following mandate to the Monitoring Committee:

- Monitor and support the implementation of the action plan to ensure its continuity and sustainability

- Evaluate the implementation of the action plan and draw up an annual review
- Make proposals for corrections along the way, if necessary
- Document the changes that have occurred and their reasons
- Play an advisory and vigilant role

Adopted unanimously

075-0322

FOOD-PRODUCING MUNICIPALITY - SETTING UP OF A WORKING COMMITTEE

Councillor Gilles Asselin declared his interest and did not take part in the adoption of this resolution.

IT WAS MOVED BY Eddy Whichter
 SECONDED BY Nancy Lanteigne
 AND RESOLVED:

That the Municipality of West Bolton proceed with the creation of a working committee as part of the food-producing community project under the responsibility of Councillors Nancy Lanteigne and Eddy Whichter.

To appoint the following persons as members of the Working Committee:

- Audrey Lessard, Farmers' representative
- Christiane Tétreault, Farmers' representative
- Sébastien Kaine, Farmers' representative
- Bruce Smith, Farmers' representative
- Nathalie Rivard, representative of citizens involved in the biofood sector
- Janic Gosselin, Consumer representative
- Sophie Benjamin, Consumer representative

Adopted unanimously

076-0322

CHANGE IN THE LEVEL OF SERVICE AT THE VILLA DES RIVIÈRES IN BEDFORD - REQUEST FOR A MORATORIUM

CONSIDERING that *La Villa des Rivières* is a residence managed by the *Office d'habitation de Brome-Missisquoi* located on the territory of the Town of Bedford and containing thirty rental units for seniors;

CONSIDERING that this residence offers, in particular, meals, personal assistance, domestic help and leisure services to the seniors who live there;

CONSIDERING that a change in level of service is envisaged due to a labour issue, which would result in the loss of several services offered to seniors in this residence;

CONSIDERING that it is important to mobilize in order to preserve these essential services for the seniors of our region who live there and who will live there;

CONSIDERING that some seniors will have to move;

CONSIDERING that decisions regarding change levels of service must be made with humanity and compassion;

IT WAS MOVED BY Jean-Pierre Pouliot
SECONDED BY Margarita Lafontaine
AND RESOLVED:

To request a moratorium on the change of service level of the residence *La Villa des Rivières* in Bedford until July 1, 2023 and to ask the OHBM and other parties concerned to find a solution to maintain the level of service and avoid the forced relocation of seniors.

To send a copy of this resolution to the *Office d'habitation de Brome-Missisquoi* and its president, Mr. Jean-Marc Savoie.

To also send a copy of this resolution to Marguerite Blais, Minister responsible for Seniors and Caregivers, and to Isabelle Charest, Minister and Member of Parliament for Brome-Missisquoi.

Adopted unanimously

077-0322

**ACTION COMMUNAUTAIRE LAC-BROME –
APPLICATION FOR FINANCIAL SUPPORT**

WHEREAS Action Communautaire Lac-Brome has applied for financial assistance from the Municipality of West Bolton;

WHEREAS Action Communautaire Lac-Brome is a non-profit organization that offers accessible community services to the citizens of West Bolton;

WHEREAS the services offered by Action communautaire Lac-Brome are well aligned with the objectives of the West Bolton Family and Seniors Policy;

IT WAS MOVED BY Nancy Lanteigne
SECONDED BY Jean-Pierre Pouliot
AND RESOLVED:

To provide \$1,000 in financial support to *Action communautaire Lac-Brome*;

To finance this expenditure from the general account of the Municipality (current budget).

Adopted unanimously

078-0322
WELLNESS KIT - SPONSORSHIP

WHEREAS the *Table de concertation Périnatalité, Enfance, Famille de Brome-Missisquoi* is seeking sponsorship from the Municipality of West Bolton to carry out a wellness kit project for families of children aged 0 to 5 in Brome-Missisquoi;

WHEREAS the objective of this kit will be to raise awareness among families, especially parents, of the importance of taking care of themselves, of accompanying them in the search for simple and effective ways to do good on a daily basis;

IT WAS MOVED BY Margarita Lafontaine
SECONDED BY Eddy Whitcher
AND RESOLVED:

To donate the amount of \$100 to the *Maison de la Famille Cowansville* region, which is the trustee of the wellness kit project led by the *Table de concertation Périnatalité, Enfance, Famille de Brome-Missisquoi*;

To finance this expenditure from the general account of the Municipality (current budget).

Adopted unanimously

079-0322
LEISURE AND CULTURE

Nothing to discuss.

080-0322
VARIA

Nothing to discuss.

081-0322
QUESTION PERIOD

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

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

082-0322
END OF SITTING

With the agenda having been exhausted,

IT WAS MOVED BY Loren Allen
SECONDED BY Margarita Lafontaine
AND SOLVED UNANIMOUSLY:

To end the sitting at 9:32 p.m.

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

Denis Vaillancourt
Mayor

Attestation

The signature of these minutes by the mayor is equivalent to the signature by the mayor of all the resolutions it contains as per section 142 of the Municipal Code.