

CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF WEST BOLTON

Minutes of the regular Council sitting of the Municipality of West Bolton, held on Monday, April 11, 2022, at 7:36 p.m. at the Town Hall located at 9 Town Hall Road, West Bolton, with interactive webcast.

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

Nancy Lanteigne, Councillor n° 6

The councillors present formed a quorum. The sitting was presided over by Denis Vaillancourt, Mayor.

Also present:

Jean-François Grandmont, Director general and Clerk-Treasurer

Remotely assisting:

Maike Storks, Deputy Director general and Deputy Clerk-Treasurer

Gilles Asselin, Councillor n° 5

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. Application for Site layout and architectural integration plan (PIIA) - New construction - PIIA-01 - Mount-Foster - Permit: 2022-02-0008 - 92 Paramount Road
 - 6.2. Application for Site layout and architectural integration plan (PIIA) - PIIA-01 - Mount-Foster - New construction - PIIA-01 - Mount-Foster - Permit: 2022-02-0009 - 85 Paramount Road
- 7. ADMINISTRATION**
 - 7.1. Approval of accounts and transfers
 - 7.2. Report of authorized expenditures
 - 7.3. By-law #384-2022 establishing a code of ethics and professional conduct for elected municipal officials - Adoption
 - 7.4. By-law #385-2022 establishing a code of ethics and professional conduct for municipal employees - Adoption
 - 7.5. *Commission municipale du Québec* - Compliance Audit Report - Filing
 - 7.6. High speed Internet - Equipment - Authorization
 - 7.7. Municipal training on ethics and professional conduct - Report to Council
- 8. ROADS**
 - 8.1. Call for Tenders 2021-15- Granular Resurfacing Work on Bailey Road, Brill Road, Strill Road and Spicer Road - Provisional Acceptance
 - 8.2. Ministère des Transports - Local Road Maintenance Assistance Program - Basic Compensation to Municipalities - Attestation
- 9. ENVIRONMENT**
 - 9.1. Stream quality analysis - CEDI and Caffeine

9.2. Reusable diapers - Financial assistance program -
Adjustment

10. PUBLIC SECURITY

10.1. Increase in assistance from the Ministry of Public
Security for the training of new firefighters

10.2. Agreement - Next Generation 9-1-1

11. HEALTH AND WELL-BEING

12. LEISURE AND CULTURE

13. VARIA

13.1. Tree and Forest Month 2022 - Request for Plants

14. SECOND QUESTION PERIOD

15. END OF SITTING

088-0422
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 7:36 p.m.

The mayor made some opening remarks.

089-0422
ADOPTION OF THE AGENDA

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

To adopt the agenda.

Adopted unanimously

090-0422
FIRST QUESTION PERIOD

Council held a first question period.

091-0422
APPROVAL OF MINUTES

IT WAS MOVED BY Loren Allen
SUPPORTED PAR Margarita Lafontaine
AND RESOLVED:

To approve the minutes of 14 March 2022.

Adopted unanimously

092-0422
CORRESPONDENCE

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

093-0422
APPLICATION FOR A SITE LAYOUT AND
ARCHITECTURAL INTEGRATION PLAN (PIIA) - NEW
CONSTRUCTION - PIIA-01 - MOUNT-FOSTER - PERMIT:
2022-02-0008 - 92 PARAMOUNT ROAD

Mr. Eddy Whitcher presented the PIIA application:

- This is the project to build a new residence at 92 Paramount Road, at the end of the turning circle
- The access road will be shared with the neighboring land
- This project meets PIIA standards.

WHEREAS the recommendation of the Planning Advisory Committee, number 0322-004, adopted at the March 9, 2022 sitting with respect to the project hereinafter mentioned has been transmitted to Council;

WHEREAS said project meets the objectives and criteria set out in By-law no. 359-2019 respecting site layout and architectural integration plans (PIIA) of the Municipality of West Bolton;

CONSIDERING the favourable opinion of the Planning Advisory Committee with regard to the project mentioned hereinafter;

WHEREAS, pursuant to section 145.19 of the *Act respecting land use planning and development*, Council must render its decision on the plan following consultation with the Planning Advisory Committee;

After study and consideration:

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

To approve the application for a site layout and architectural integration plan (PIIA) - New construction - PIIA-01 - Mount-Foster - Permit: 2022-02-0008 at 92 Paramount Road to authorize a residential construction project on lot number 6 351 072 of the cadastre of Québec (registration number 8910-77-2589), conditional on compliance with the municipal by-laws in force. All as represented in the plans and documents submitted in support of the application.

Adopted unanimously

094-0422
APPLICATION FOR A SITE LAYOUT AND
ARCHITECTURAL INTEGRATION PLAN (PIIA) - PIIA-01 -
MOUNT-FOSTER - NEW CONSTRUCTION - PIIA-01 -
MOUNT-FOSTER - PERMIT: 2022-02-0009 - 85
PARAMOUNT ROAD

Mr Eddy Whitcher presented the PIIA application:

- This is the project to build a new residence at 85 Paramount Road;
- This project includes several (6) percolation basins
- It meets PIIA standards.

WHEREAS the recommendation of the Planning Advisory Committee number 0322-005, adopted at the sitting held on March 9, 2022 in respect of the project hereinafter mentioned has been transmitted to Council;

WHEREAS said project meets the objectives and criteria set out in By-law no. 359-2019 respecting site layout and architectural integration plans (PIIA) of the Municipality of West Bolton;

CONSIDERING the favourable opinion of the Planning Advisory Committee with regard to the project mentioned hereinafter;

WHEREAS, pursuant to section 145.19 of the *Act respecting land use planning and development*, Council must render its decision on the plan following consultation with the Planning Advisory Committee;

After study and consideration:

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

To approve the application for a site layout and architectural integration plan (PIIA) - New construction - PIIA-01 - Mount-Foster - Permit: 2022-02-0009 at 85 Paramount Road to authorize a residential construction project on lot number 6 351 085 of the cadastre of Québec (registration number 9010-09-5801), subject to compliance with the municipal by-laws in force. All as represented in the plans and documents submitted in support of the application.

Adopted unanimously

095-0422
ADMINISTRATION
APPROVAL OF ACCOUNTS AND TRANSFERS

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

To approve the list of accounts and transfers as of April 7, 2022, in the amount of \$215,458.24 and to authorize the director general to settle these accounts.

Adopted unanimously

096-0422
ADMINISTRATION
REPORT OF AUTHORIZED EXPENDITURES

The director general tabled the report of authorized expenditures.

097-0422
ADMINISTRATION
BY-LAW NO. 384-2022 ESTABLISHING A CODE OF ETHICS
AND PROFESSIONAL CONDUCT OF ELECTED
MUNICIPAL OFFICIALS - ADOPTION

The mayor presented the purpose of the by-law, its cost, its scope and the changes made between the draft that as tabled and the by-law presented for adoption.

WHEREAS the coming into force, on November 5, 2021, of an *Act to amend the Act respecting elections and referendums in municipalities*, the *Municipal Ethics and Good Conduct Act* and various legislative provisions (SQ, 2021, c. 31), that amend the mandatory content of the Code of Ethics and Professional Conduct of Elected Officials;

WHEREAS it is necessary to adopt a revised code of ethics and professional conduct for elected officials;

WHEREAS the formalities provided for in the *Municipal Ethics and Good Conduct Act* for the adoption of such a revised code have been complied with;

WHEREAS the Municipality, which includes the members of its Council, explicitly adheres to the ethical values and rules set out in the MEGCA and in this Code;

WHEREAS ethics and professional conduct in municipal affairs are essential in order to maintain the bond of trust between the Municipality and the citizens;

WHEREAS conduct consistent with municipal ethics and professional conduct must remain a constant concern of the members of Council in order to ensure a transparent, prudent, diligent and honest management of the Municipality, including its public funds;

WHEREAS by applying the ethical values and respecting the rules of professional ethics provided for in this Code, each member of Council is able to fulfill his or her role as an elected municipal official, to assume the responsibilities inherent in this function and to meet the expectations of citizens;

WHEREAS this Code contains the obligations and guidelines to guide the conduct of each member of Council, while leaving it to the latter to use his or her judgement according to the values set out therein;

WHEREAS this Code is intended to identify, prevent and avoid situations of conflict of interest;

WHEREAS any breach of the Code may result in serious consequences for the Municipality and the members of Council;

WHEREAS it is the responsibility of each member of Council to comply with this Code to ensure that they meet high standards of ethics and professional conduct in municipal matters;

IT WAS MOVED BY Jean-Pierre Pouliot
SECONDED BY Eddy Whitcher
AND RESOLVED:

To adopt By-law number 384-2022 enacting the Code of ethics and professional conduct of elected municipal officials.

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 prior to the start of this sitting.

Adopted unanimously (including the mayor's vote in favour)

098-0422
ADMINISTRATION
BY-LAW NO. 385-2022 ESTABLISHING A CODE OF ETHICS
AND PROFESSIONAL CONDUCT OF MUNICIPAL
EMPLOYEES - ADOPTION

The director general presented the purpose of the by-law, its cost, its scope and the changes made between the draft that was tabled and the by-law presented for adoption.

WHEREAS the formalities provided for in the Municipal Ethics and Good Conduct Act for the adoption of such a revised code have been complied with;

IT WAS MOVED BY Nancy Lanteigne
SECONDED BY Loren Allen
AND RESOLVED:

To adopt By-law no. 385-2022 establishing the code of ethics and professional conduct for municipal employees of the municipality of West Bolton.

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 prior to the start of this sitting.

Adopted unanimously (including the mayor's vote in favour)

099-0422
ADMINISTRATION
COMMISSION MUNICIPALE DU QUÉBEC - COMPLIANCE
REPORT - TABLING

The director general tabled the compliance audit report of the Vice-President for Audits of the *Commission municipale du Québec* on the transmission of financial reports for municipalities with fewer than 100,000 inhabitants.

The report mentions that the date of transmission of the financial reports of the Municipality of West Bolton does not comply with the legal requirements assessed for the year 2016 and for the years 2018 to 2020.

100-0422
ADMINISTRATION
HIGH SPEED INTERNET - EQUIPMENT -
AUTHORIZATION

WHEREAS the municipality wishes to help accelerate the deployment of the optical fiber required to serve its territory with high-speed Internet;

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

To authorize the Mayor (or Deputy Mayor) and the director general (or deputy director general) to issue any directives and sign any documents to that effect;

That the Municipality declines all responsibility for vandalism or breakage that may occur on these facilities;

That this resolution replaces Resolution No. 197-0721;

Adopted unanimously

101-0422
ADMINISTRATION
TRAINING ON ETHICS AND PROFESSIONAL CONDUCT
IN MUNICIPAL MATTERS - REPORT TO COUNCIL

The director general and clerk-treasurer mentioned having received training certificates on ethics and professional conduct in municipal matters from the following persons:

- Denis Vaillancourt, Mayor;
- Nancy Lanteigne, Councillor;
- Jean-Pierre Pouliot, Councillor;
- Gilles Asselin, Councillor.

102-0422
ROADS
CALL FOR TENDERS 2021-15 - GRANULAR
RESURFACING WORK ON BAILEY, BRILL, STUKELY AND
SPICER ROADS - PROVISIONAL ACCEPTANCE

CONSIDERING the recommendation of Bruno Lortie, engineer.

IT WAS MOVED BY Loren Allen
SECONDED BY Nancy Lanteigne
AND RESOLVED:

To temporarily accept the work carried out by Normand Jeanson Excavation Inc. and release the 5% withholding in the amount of \$69,848.65, taxes included, for granular resurfacing work on Bailey Road, Brill Road, Stuply Road and Spicer Road as part of call for tenders #2021-15;

To finance this expenditure, net of tax rebates, in accordance with By-law No. 378-2021.

Adopted unanimously

103-0422
ROADS
MINISTRY OF TRANSPORT - LOCAL ROAD
MAINTENANCE ASSISTANCE PROGRAM - BASIC
COMPENSATION TO MUNICIPALITIES - ATTESTATION

WHEREAS the *Ministère des Transports, de la Mobilité durable et de l'Électrification des transports* has paid compensation of \$256,385 for the maintenance of the local road network for the 2021 calendar year;

WHEREAS the compensation given to the Municipality is for the routine and preventive maintenance of local roads 1 and 2 as well as bridge components located on these roads, for which the Municipality is responsible;

IT WAS MOVED BY Eddy Whitcher
SECONDED BY Jean-Pierre Pouliot
AND RESOLVED:

That the Municipality of West Bolton should inform the *Ministère des Transports, de la Mobilité durable et de l'Électrification des transports* of the use of compensation for the routine and preventive maintenance of local roads 1 and 2 as well as bridge components, located on these roads, for which the Municipality is responsible, in accordance with the objectives of the Local Road Maintenance Assistance Program.

Adopted unanimously

104-0422
ENVIRONMENT
STREAM ANALYSIS - CEDI AND CAFFEINE

The Mayor presented the 2022 stream water quality analysis report following the samples taken in 2021.

A copy of this report is available on the municipality's website.

105-0422
ENVIRONMENT
REUSABLE DIAPERS - FINANCIAL ASSISTANCE
PROGRAM - ADJUSTMENT

WHEREAS the use of reusable diapers significantly reduces the amount of waste to be buried;

WHEREAS certain adjustments should be made to the financial assistance program as recommended by the deputy director general;

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

To replace the first paragraph of resolution number 364-2021 with the following:

"To provide up to \$150 per child in financial assistance per year to encourage the use of reusable diapers;"

Adopted unanimously

106-0422
PUBLIC SECURITY
INCREASE IN ASSISTANCE FROM THE MINISTRY OF
PUBLIC SECURITY FOR THE TRAINING OF NEW
FIREFIGHTERS

WHEREAS the Ministry of Public Security grants assistance to municipalities for the training of new firefighters;

WHEREAS attracting and recruiting of new candidates now requires that they be remunerated during their training;

WHEREAS fire standards require each firefighter to have access to combat clothing and personal protective equipment, that these must be adapted to the physiognomy of each firefighter and that the fire safety services must purchase expensive equipment for each firefighter who begins training;

WHEREAS the assistance granted of \$1,815 per firefighter is insufficient, since the data show rather that the training of a new firefighter represents an expenditure ranging from \$15,000 to \$20,000;

WHEREAS, in view of the foregoing, the amount of aid granted by the Ministry of Public Security should be increased;

IT WAS MOVED BY Eddy Whitcher

SECONDED BY Nancy Lanteigne
AND RESOLVED:

To request the Minister of Public Security to increase the assistance granted by that ministry to municipalities for the training of new firefighters.

To send a copy of this resolution to the Minister of Public Security, Geneviève Guilbault, to the Minister and Member for Brome-Missisquoi, Isabelle Charest, to the FQM, to the UMQ, as well as to the local municipalities of the MRC and the RCMs of Quebec for support.

Adopted unanimously

107-0422
PUBLIC SECURITY
AGREEMENT - NEXT GENERATION 9-1-1

WHEREAS next-generation 9-1-1 service (as defined below) replaces advanced 9-1-1 service (" 9-1-1 E ") and is based on Internet Protocol (IP) technologies and supports end-to-end native IP 9-1-1 calls;

WHEREAS the Canadian Radio-television and Telecommunications Commission (the " CRTC ") established in Telecom Decision CRTC 2015-531, that Canada's NG9-1-1 system should apply the National Emergency Number Association standard (the " NENA i3 Standard ");

WHEREAS, in June 2017, the CRTC filed Telecom Regulatory Policy CRTC 2017-182, which, inter alia, directs all incumbent local exchange carriers (THE " ILECs ") to establish their next-generation 9-1-1 networks through 9-1-1 network service providers;

WHEREAS Bell operates and manages a next-generation 9-1-1 system serving the provinces where it is the ILEHP and acting, upon application by a small incumbent local exchange carrier (" LTSP "), as the NG9-1-1 network provider of the said ILELP, including in the territory where the 9-1-1 authority operates;

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

To authorize the mayor and the director general to sign a service agreement with the authority (Bell Canada) for the next generation 9-1-1 service.

Adopted unanimously

108-0422
HEALTH AND WELL-BEING

Nothing to discuss.

109-0422
LEISURE AND CULTURE

Nothing to discuss.

110-0422
**TREE AND FOREST MONTH 2022 - REQUEST FOR
PLANTS**

The deputy director general mentioned that an application has been filed for plants distributed by the *Ministère de la Forêt, de la Faune et des Parcs* in collaboration with the 4-H Clubs as part of tree and forest month.

111-0422
SECOND QUESTION PERIOD

Council held a second 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.

112-0422
END OF SITTING

With the agenda having been exhausted,

IT WAS MOVED BY Jean-Pierre Pouliot
SECONDED BY Eddy Whitcher
AND RESOLVED UNANIMOUSLY

To end the sitting at 10:22 p.m.

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

Denis Vaillancourt
Mayor

Attestation

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