

CANADA  
PROVINCE OF QUEBEC  
MUNICIPALITY OF WEST BOLTON

Minutes of the regular Council sitting of the Municipality of West Bolton, held on Monday, July 11, 2022 at 7:32 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  
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.

The following were also present:

Jean-François Grandmont, Director general and Clerk-Treasurer  
Jules Varin, Planning Officer and Municipal Inspector (left after item 180-0722)

The following was absent:

Maike Storks, Deputy Director general and Deputy Clerk-Treasurer

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**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. Heritage Protection – Buildings built before 1940.
    - 6.3. Thirsty Boot – Application for a liquor permit
  - 7. ADMINISTRATION**
    - 7.1. Approval of accounts and transfers
    - 7.2. Report of authorized expenditures
    - 7.3. By-law number 387-2022 respecting the remuneration of elected municipal officials – Notice of motion, tabling and presentation of draft
    - 7.4. Travel expenses
    - 7.5. Human Resources – Deputy Director General and Deputy Clerk-Treasurer – Vacation and Salary Adjustment
    - 7.6. Human Resources – DG Training
  - 8. ROADS**
    - 8.1. Call for Tenders 2022-02 – Paramount Road Rehabilitation – Contract
    - 8.2. Paramount Road Rehabilitation – Materials Monitoring and Control
    - 8.3. Glen Road (PART MTQ) – Application for a Review of Maximum Speed and Improvement of Road Markings
  - 9. ENVIRONMENT**
  - 10. PUBLIC SECURITY**
  - 11. HEALTH AND WELL-BEING**
  - 12. LEISURE AND CULTURE**
    - 12.1. Cyclosportive Le 100aB7 on September 25, 2022
    - 12.2. Neighbours' Day – August 27, 2022 – Application for an event permit
  - 13. VARIA**
    - 13.1. Filming request –Stagecoach Road
  - 14. SECOND QUESTION PERIOD**
  - 15. END OF SITTING**
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**173-0722**  
**CALL TO ORDER**

With the members present at the start of the session forming a quorum, the sitting was called to order by the mayor at 7:32 p.m.

The mayor made some opening remarks.

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**174-0722**  
**ADOPTION OF THE AGENDA**

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

To adopt the agenda by adding the following items:

- 7.7 BMO – Temporary loan, Paramount Road
- 9.1 Environment – Bin Shelter
- 10.1 Public Security – Speed indicator device

Adopted unanimously

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**175-0722**  
**FIRST QUESTION PERIOD**

Council held a first question period.

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**176-0722**  
**APPROVAL OF MINUTES**

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

To approve the French version of the minutes of May 30<sup>th</sup> and June 6<sup>th</sup> and the English version of the minutes of May 9 & 30, 2022.

Adopted unanimously

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**177-0722**  
**CORRESPONDENCE**

A copy of the correspondence received had been sent to members of Council. Nothing new to add.

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**178-0722**  
**TOWN PLANNING**  
**REPORT OF THE PLANNING OFFICER AND MUNICIPAL**  
**INSPECTOR**

The planning officer and municipal inspector presented the June 2022 report of the planning department as tabled.

Number of permits: 11  
Value of work: \$439,500

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**179-0722**  
**TOWN PLANNING**

**HERITAGE PROTECTION –  
BUILDINGS BUILT BEFORE 1940**

The planning officer and municipal inspector informed the sitting of the new procedure for verifying the heritage value applicable to buildings built before 1940.

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**180-0722  
TOWN PLANNING  
THIRSTY BOOT – APPLICATION FOR A LIQUOR PERMIT**

An application for a permit from the *Régie des alcools, des courses et des jeux* for Thrifty Boot was submitted. This does not violate municipal by-laws.

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**181-0722  
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 July 7, 2022 in the amount of \$162,222.38 and to authorize the director general to settle the accounts.

Adopted unanimously

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**182-0722  
ADMINISTRATION  
REPORT OF AUTHORIZED EXPENDITURES**

The director general tabled the report of authorized expenditures.

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**183-0722  
ADMINISTRATION  
BY-LAW NO. 3 87-202 2 RESPECTING THE REMUNERATION  
OF ELECTED MUNICIPAL OFFICIALS – NOTICE OF  
MOTION, TABLING AND PRESENTATION OF DRAFT**

Notice of motion was given by Denis Vaillancourt, mayor, to the effect that at a future sitting of Council, by-law number 387-2022 respecting the remuneration of elected municipal officials will be presented for adoption.

The mayor tabled draft by-law number 387-2022 respecting the remuneration of elected municipal officials.

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

The mayor presented the draft.

***Draft By-law no. 387-2022:***

- *Sets the annual remuneration at \$12,485 for the mayor and \$4162 for each councillor (2% increase);*
- *The current annual remuneration in 2022 is \$12,240 for the mayor and \$4,080 for each councillor; 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>	<b>\$6,120</b>	<b>\$6,242</b>
<i>Councillor</i>	<b>\$2,040</b>	<b>\$2,081</b>

- *Provides that the mayor receives a fixed monthly allowance of \$31.21 to compensate for the use of his cell phone in the course of his duties, instead of the current allowance of \$30.60;*
- *The by-law provides for annual indexation based on the consumer price index published by Statistics Canada for the province of Quebec. It does not provide for any additional remuneration. It must be reviewed within 60 days of a general municipal election. It presents the procedure for reimbursement of travel expenses of \$0.55 per kilometre travelled;*
- *By-law No. 387-2022 will have retroactive effect to January 1, 2022. It replaces By-law 375-2021.*

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**184-0722**  
**ADMINISTRATION**  
**TRAVEL EXPENSES**

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

To set the reimbursement rate for travel expenses for the use of an automobile at \$0.55 per km;

To set the reimbursement rate for travel expenses using a pickup truck for public works at \$0.75 per km;

That this resolution replaces any resolution to the same effect, retroactive to January 1, 2022.

Adopted unanimously

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**185-0722**  
**ADMINISTRATION**  
**HUMAN RESOURCES – DEPUTY DIRECTOR GENERAL**  
**AND DEPUTY CLERK-TREASURER – VACATION AND**  
**SALARY ADJUSTMENT**

WHEREAS Council wishes to review the working conditions of the Deputy Director General following the arrival of a new employee;

IT WAS MOVED BY Jean-Pierre Pouliot  
SECONDED BY Gilles Asselin  
AND RESOLVED:

To grant a 5th week of vacation to the deputy director general as from 2022;

Grant a salary adjustment to the deputy director general as of June 27, 2022;

To authorize the mayor and the director general to sign any document to that effect.

In favour: Jean-Pierre Pouliot, Loren Allen, Denis Vaillancourt, Eddy Whitcher, Gilles Asselin, Nancy Lanteigne

Against: Margarita Lafontaine

IN FAVOUR: 6

AGAINST: 1

Adopted by majority

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**186-0722**  
**ADMINISTRATION**  
**HUMAN RESOURCES – DG TRAINING**

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

To permit the director general to take the following training courses:

- Digitization (October 27)
- Access to documents (November 2 and 3, in the morning)
- What's new in jurisprudence (November 10, in the morning).

Adopted unanimously

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**187-0722**  
**ADMINISTRATION**  
**BMO – TEMPORARY LOAN, PARAMOUNT ROAD**

IT WAS MOVED BY Gilles Asselin  
SECONDED BY Nancy Lanteigne  
AND RESOLVED:

That the mayor and the director general be authorized to obtain and sign, from BMO, revolving short-term financing (e.g., line of credit), not exceeding \$2,346,951 to carry out the work provided for under *by-law no. 386-2022 ordering an expenditure in the amount of \$2,346,950.94 and a loan of \$2,346,950.94 for rehabilitation work on Paramount Road.*

Adopted unanimously

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**188-0722**  
**ROADS**  
**CALL FOR TENDERS 2022-02 – PARAMOUNT ROAD**  
**REHABILITATION - CONTRACT**

WHEREAS the Municipality of West Bolton wishes to award a contract for work eligible for financial assistance under the Municipal Road Assistance Program – Restoration Component;

WHEREAS the Municipality has obtained 5 proposals for the realization of this work as part of call for tenders #2022-02:

<b>CONTRACTOR</b>	<b>PRICE (TAXES INCLUDED)</b>
Roger Dion and Fils 2006 inc.	\$1,705,343.00*
Excavation Dominic Carey inc.	\$1,897,802.49*
Excavation Désourdy inc.	\$2,181,969.11
G.J. Ménard Aménagement Paysager inc.	\$1,846,676.71
Excavation St-Pierre and Tremblay	\$2,525,284.27

;

CONSIDERING the recommendation of Bruno Lortie, engineer.

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

To award a contract to the lowest compliant bidder, Roger Dion et Fils 2006 inc. in the amount of \$1,705,687.93 for rehabilitation work on Paramount Road as part of call for tenders 2022-02;

To finance this expense, net of tax rebates, in accordance with By-law no. 386-2022 and authorize the mayor and the director general to obtain the required temporary financing from BMO;

To authorize the director general to give any directives and sign any documents to award any related contract within the limits of his delegation of authority and authorized budget.

Adopted unanimously

*\*Amount adjusted when analyzing proposals.*

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**189-0722**  
**HIGHWAYS**  
**PARAMOUNT ROAD REHABILITATION – MONITORING**  
**AND MATERIALS CONTROL**

WHEREAS the municipality wishes to begin rehabilitation work on Paramount Road as soon as possible;

IT WAS MOVED BY Loren Allen  
SECONDED BY Margarita Lafontaine  
AND RESOLVED:

- to accept the service offer dated July 8, 2022, from Bruno Lortie, engineer, in the estimated amount of \$19,500 plus taxes and travel expenses for the supervision of the rehabilitation work on Paramount Road as part of call for tenders #2022-02;
- to finance this expenditure, net of tax rebates, in accordance with By-law no. 386-2022;
- to authorize the director general to give any directives and sign any documents to award any materials control contract within the limits of his or her delegation of authority and authorized budget.

Adopted unanimously

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**190-0722**  
**ROADS**  
**GLEN ROAD (MTQ PART) – APPLICATION FOR A REVIEW**  
**OF THE MAXIMUM SPEED AND IMPROVEMENT OF ROAD**  
**MARKINGS**

WHEREAS the *Ministère des Transports du Québec* is responsible for the paved section of Glen Road;

WHEREAS the maximum authorized speed is 70 km/h;

WHEREAS the first section of Glen Road between Bolton Pass Road and Cold Creek is not very wide and is very winding and visibility is very limited in places;

CONSIDERING the heavy truck traffic on this communication route;

CONSIDERING the presence of families with children in the area;

WHEREAS the maximum speed allowed on the municipal section of Glen Road is 60 km/h;

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

That the preamble be an integral part of this resolution;

To request the *Ministère des Transports du Québec* to review the maximum speed limit on Glen Road, mainly on the first section where it should not exceed 55 km/h;

That signage be improved to mention the presence of children and cyclists;

That the markings at the intersection of Glen Road and Bolton Pass Road be improved to increase the visibility of vehicles leaving the Glen area.

That a copy of this resolution be sent to Isabelle Charest, Member for Brome-Missisquoi.

Adopted unanimously

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**191-0722**  
**ENVIRONMENT**  
**BIN SHELTERS**

WHEREAS the citizens of West Bolton are committed to the preservation of their environment;

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

To ask citizens with old dump boxes on the roadside to replace them, if they so wish, with bin shelters that comply with the by-laws;

To remind citizens that bins must be removed from the roadside no later than the day after a collection in order to avoid receiving a violation notice;

To invite citizens to contact the new planning officer and municipal inspector for any questions on this subject.

Adopted unanimously

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**192-0719**  
**PUBLIC SECURITY**  
**SPEED INDICATOR DEVICES**

IT WAS MOVED BY Loren Allen  
SECONDED BY Margarita Lafontaine  
AND RESOLVED:

THAT the director general be authorized to make price enquiries for the purchase of speed indicator devices and that a recommendation be made by the road committee.

Adopted unanimously

**193-0719**  
**HEALTH AND WELL-BEING**

Nothing to discuss.

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**194-0719**  
**LEISURE AND CULTURE**  
**CYCLOSPORTIVE LES 100AB7 ON SEPTEMBER 25, 2022**

IT WAS MOVED BY Gilles Asselin  
SECONDED BY Nancy Lanteigne  
AND RESOLVED:

To authorize the holding of the *Cyclosportive Les 100aB7* on our territory on September 25, 2022.

To ask those responsible for security to remind participants of the importance of respecting the rules of road sharing and to ensure an increased presence in places with reduced visibility.

The deputy mayor called for the vote:

In favour: Margarita Lafontaine, Jean-Pierre Pouliot, Loren Allen, Gilles Asselin, Nancy Lanteigne

Against: Eddy Whitcher

IN FAVOUR: 5                      AGAINST: 1

Adopted by majority

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**195-0722**  
**LEISURE AND CULTURE**  
**NEIGHBOURS' DAY – AUGUST 27, 2022 – APPLICATION**  
**FOR EVENT PERMIT**

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

To authorize the director general to apply for an event permit for Neighbours' Day on August 27 at 31 Town Hall Road in West Bolton.

Adopted unanimously

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**196-0722**  
**VARIA**  
**FILMING REQUEST – CHEMIN STAGECOACH**

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

To authorize the use of Stagecoach Road for filming purposes on July 18 between 7 a.m. and 9:30 a.m., and to authorize traffic interruptions, for security reasons, of a maximum duration of 10 minutes per interruption;

That a notice to this effect be published in the newsletter and that the mayor and the director general be authorized to move the date if necessary.

Adopted unanimously

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**197-0722**  
**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.

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**198-0722**  
**END OF SITTING**

With the agenda having been exhausted,

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

To end the sitting at 9:12 p.m.

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

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Denis  
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.