

CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF WEST BOLTON

Minutes of the regular Council sitting of the Municipality of West Bolton, held on Monday, August 15, 2022, at 7:34 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, and the sitting was presided over by Denis Vaillancourt, Mayor.

The following was also present:

Jean-François Grandmont, Director general and Clerk-Treasurer

The following attended remotely:

Maike Storks, Deputy Director general and Deputy Clerk-Treasurer

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. Mount Foster – Municipal Works Agreement – Acceptance of Works and Transfer of Ownership with Easements
 - 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 – End of the adoption process
 - 7.4. By-law number 388-2022 respecting the remuneration of elected municipal officials – Notice of motion, tabling and presentation of draft
 - 7.5. Town Hall – Offer of professional services in architecture – Feasibility study (Component 1) – Inspection and report to bring the building up to safety-obsolescence standards with budget estimate
 - 7.6. FQM Congress – September 22 to 24, 2022
 - 8. ROADS**
 - 8.1. Call for Tenders #2022-02 – Paramount Road Rehabilitation – Materials Control
 - 9. ENVIRONMENT**
 - 9.1. Intermunicipal Tree Felling and Forestry Agreement – Renewal
 - 9.2. Removal of phragmite from a pond partially in the municipal right-of-way – Request for cooperation
 - 9.3. Lake Davignon Watershed Water Quality Sampling Campaign – Application for Financial Assistance
 - 10. PUBLIC SECURITY**
 - 10.1. Road safety – Works – Speed
 - 11. HEALTH AND WELL-BEING**
 - 12. LEISURE AND CULTURE**
 - 12.1. Town of Brome Lake Recreation Agreement - Renewal
 - 13. VARIA**
 - 14. SECOND QUESTION PERIOD**
 - 15. END OF SITTING**
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199-0822
CALL TO ORDER

With the members present at the opening of the session forming a quorum, the sitting was called to order by the mayor at 7:34 p.m.

The mayor made some opening remarks.

200-0822
ADOPTION OF THE AGENDA

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

To adopt the agenda by adding the following items:

9.4 Giant Hogweed – Information – Distribution map in West Bolton
12.2 Neighbours' Day

Adopted unanimously

201-0822
FIRST QUESTION PERIOD

Council held a first question period.

202-0822
APPROVAL OF MINUTES

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

To approve the French version of the minutes of June 13 and July 11, 2022 and the English version of the minutes of June 6 and 13, 2022.

Adopted unanimously

203-0822
CORRESPONDENCE

A copy of the correspondence received was sent to members of Council.
Nothing new to discuss.

204-0822
TOWN PLANNING
REPORT OF THE PLANNING OFFICER AND MUNICIPAL
INSPECTOR

The planning department report of July 2022 was tabled.

Number of permits: 13
Value of work: \$528,900

205-0822
TOWN PLANNING
MOUNT FOSTER – MUNICIPAL WORKS AGREEMENT –
ACCEPTANCE OF WORKS AND TRANSFER OF
OWNERSHIP WITH EASEMENTS

WHEREAS the work on Mount Foster Road was carried out in accordance with the Memorandum of Understanding for the Mount Foster Project;

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

- to accept the work carried out on Mont-Foster Road (phases 2 and 3) as part of the agreement signed on February 5, 2020 between the Municipality, Sud Participation Burel Canada Inc. and Mr. Guy Lussier;
- to authorize the director general to sign the certificate of acceptance of the work;
- to authorize the mayor and the director general to negotiate and sign any contract for the acceptance of Mont-Foster Road, including a right of way and related easements, for and on behalf of the Municipality and in accordance with the Memorandum of Understanding;
- that the development and maintenance of the right of way for access to lots 5,193,116 and 6,475,414 of the cadastre of Québec be the responsibility of the riparian owners.

The following voted in favour: Margarita Lafontaine, Jean-Pierre Pouliot, Eddy Whitcher, Gilles Asselin, Nancy Lanteigne.

Against: Loren Allen.

IN FAVOUR: 5 AGAINST: 1

Adopted by majority

206-0822
ADMINISTRATION
APPROVAL OF ACCOUNTS AND TRANSFERS

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

To approve the list of accounts and transfers as of August 11, 2022 in the amount of \$118,384.51 and to authorize the director general to settle the accounts.

Adopted unanimously

207-0822
ADMINISTRATION
REPORT OF AUTHORIZED EXPENDITURES

The director general tabled the report of authorized expenditures.

208-0822
ADMINISTRATION
BY-LAW NO. 387-2022 RESPECTING THE REMUNERATION
OF ELECTED MUNICIPAL OFFICIALS – END OF THE
ADOPTION PROCESS

Whereas certain amendments must be made to draft *By-law no. 387-2022 respecting the remuneration of elected municipal officials*, in particular in order to clarify the indexation formula;

Considering the director general's recommendation to terminate the process of adopting draft by-law no. 387-2022 and to resume the process with a new draft by-law number;

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

To put an end to the adoption process of draft *by-law number 387-2022 respecting the remuneration of elected municipal officials*.

Adopted unanimously

209-0822
ADMINISTRATION
BY-LAW NO. 388-2022 RESPECTING THE REMUNERATION
OF ELECTED MUNICIPAL OFFICIALS – NOTICE OF
MOTION, TABLING AND PRESENTATION OF DRAFT

Notice of motion is given by Denis Vaillancourt, Mayor, to the effect that at a future Council sitting will be presented for adoption *by-law number 388-2022 respecting the remuneration of elected municipal officials*.

The mayor tabled draft *By-law number 388-2022 respecting the remuneration of elected municipal officials*.

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

The mayor presented the draft.

Draft By-law no. 388-2022:

- *Sets the annual remuneration at \$12,486 for the mayor and \$4162 for each councillor (2% increase);*
- *The current annual compensation 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 half of the remuneration so established shall be paid to each member of Council.*

<i>Position</i>	<i>Current allocation</i>	<i>Proposed allocation</i>
<i>Mayor</i>	\$6,120	\$6,243
<i>Councillor</i>	\$2,040	\$2,081

- *It abolishes the fixed monthly allowance of \$30.60 that the mayor receives to compensate for the use of his cell phone in the course of his duties;*
- *The by-laws provide for annual indexation based on the Consumer Price Index published by Statistics Canada for the province of Quebec beginning with the fiscal year after its coming into force. It does not provide for any additional*

remuneration. It outlines the procedure for reimbursement of automobile travel expenses of \$0.55 per kilometre travelled;

- *By-law No. 388-2022 will have retroactive effect to January 1, 2022. It replaces By-law 375-2021.*

210-0822

ADMINISTRATION

TOWN HALL – OFFER OF PROFESSIONAL SERVICES IN ARCHITECTURE – FEASIBILITY STUDY (COMPONENT 1) – INSPECTION AND REPORT TO BRING THE BUILDING UP TO SAFETY-OBSOLESCENCE STANDARDS WITH BUDGET ESTIMATE

WHEREAS the Town Hall building has a heritage character and it is desirable to inspect it and obtain a report on its condition and its upgrading prior to any decision-making;

WHEREAS Council wishes this report to be studied by a committee composed of three elected officials and one citizen with experience in this field in order to make recommendations to Council prior to any other approach;

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

To accept component 1 of the offer of professional architectural services presented by Favreau Blais Associés Architectes for the inspection of the existing Town Hall building and the preparation of a report on the upgrading of the building's safety-obsolence standards, including a cost estimate;

To finance this expenditure of \$5,000 plus taxes, out of the general account of the municipality and/or any subsidy for this purpose;

Adopted unanimously

211-0822

ADMINISTRATION

FQM CONGRESS – SEPTEMBER 22 TO 24, 2022

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

To authorize the mayor to participate in the next FQM convention to be held from September 22 to 24, 2022 in Montreal, to assume the registration fees and to allow the reimbursement of expenses related to this event (meals, accommodation and transportation (\$0.55/km) in accordance with the by-laws;

To finance these expenses from the municipality's general account (current budget).

Adopted unanimously

212-0822

ROADS

CALL FOR TENDERS 2022-02 – REPAIR OF PARAMOUNT ROAD - MATERIALS CONTROL

IT WAS MOVED BY Gilles Asselin

SECONDED BY Eddy Whitcher
AND RESOLVED:

To accept Labo Montérégie's unit price service offer for the quality control of materials submitted as part of the Paramount Road rehabilitation project (Call for tenders 2022-02) for an estimated amount of \$23,382 plus taxes;

To finance this expenditure, net of tax rebates, in accordance with By-law no. 386-2022;

To authorize the director general to issue any directives and sign any documents to that effect.

Adopted unanimously

213-0822
ENVIRONMENT
INTERMUNICIPAL TREE FELLING AND FORESTRY
AGREEMENT – RENEWAL

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

To inform the Brome-Missisquoi RCM that the Municipality wishes to renew the intermunicipal agreement relating to forestry and the application of the regulatory provisions concerning the felling of trees.

Adopted unanimously

214-0822
ENVIRONMENT
REMOVAL OF PHRAGMITE FROM A POND PARTIALLY IN
THE MUNICIPAL RIGHT-OF-WAY – REQUEST FOR
COLLABORATION

WHEREAS phragmite (common reed) is an invasive species;

Whereas it has been identified on part of lot 5 192 713 of the cadastre of Québec;

Whereas it tends to obstruct the municipal weir of the pond located along Mason Road.

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

To support the efforts of the owners of lot 5 192 713 located on Mason Road to obtain the authorizations required to proceed with the removal of phragmite on their property adjacent to Mason Road;

To authorize the director general to sign any documents to that effect.

Adopted unanimously

215-0822
ENVIRONMENT
LAKE DAVIGNON WATERSHED WATER QUALITY
SAMPLING CAMPAIGN – APPLICATION FOR FINANCIAL
ASSISTANCE

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

To grant financial assistance in the amount of \$600 to the Lake Davignon Watershed Conservation Committee as part of its water sampling campaign.

Adopted unanimously

216-0822
ENVIRONMENT
GIANT HOGWEED – INFORMATION – DISTRIBUTION MAP
IN WEST BOLTON

WHEREAS giant hogweed, an invasive and toxic plant, has been identified in several places on our territory;

WHEREAS its control is essential in order to protect citizens.

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

That a map showing the areas affected by giant hogweed be published on the municipality's website;

To invite citizens to report the presence of giant hogweed on their property or in any other place on our territory. This will be removed at the expense of the Municipality.

Adopted unanimously

217-0822
PUBLIC SECURITY
ROAD SAFETY – WORKS - SPEED

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

THAT the director general and the road supervisor be designated as persons responsible for the maintenance of a public highway as per *Highway Code*;

That the maximum authorized speeds in work zones be recorded in a register in accordance with section 303.1 of the *Highway Code*.

Adopted unanimously

218-0822
HEALTH AND WELL-BEING

Nothing to discuss.

219-0822
LEISURE AND CULTURE
TOWN OF BROME LAKE RECREATION AGREEMENT -
RENEWAL

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

Renew for one year the recreation agreement with the Town of Brome Lake;

That the mayor and the director general be authorized to sign any documents to that effect.

Adopted unanimously

**220-0822
LEISURE AND CULTURE
NEIGHBOURS' DAY**

Mrs. Nancy Lanteigne invites citizens to participate in Neighbours' Day, which will take place on Saturday, August 27 starting at noon.

Adopted unanimously

**221-0822
VARIA**

Nothing to discuss.

**222-0822
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.

**223-0822
END OF SITTING**

With the agenda having been exhausted,

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

To end the sitting at 9:31 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 article 142 of the Municipal Code.