

CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF WEST BOLTON

Minutes of the regular Council sitting of the Municipality of West Bolton, held on Monday, December 5, 2022, at 7:30 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
Marie-Blanche Richer, Councillor n° 2
Loren Allen, Councillor n° 3
Eddy Witcher, Councillor n° 4
Gilles Asselin, Councillor n° 5

The members present formed a quorum, and the sitting was presided over by Denis Vaillancourt, Mayor.

The following were also present:

Maike Storks, Deputy Director General and Deputy Clerk-Treasurer
Jules Varin, Head of Town Planning and Municipal Inspector

The following were absent:

Nancy Lanteigne, Councillor n° 6
Jean-François Grandmont, Director General and 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 Head of Town Planning and Municipal Inspector
 - 7. ADMINISTRATION**
 - 7.1. Approval of Accounts and Transfers
 - 7.2. Report of Authorized Expenditures
 - 7.3. Declaration of Pecuniary Interests
 - 7.4. Human Resources - Roadworks Supervisor and Deputy Municipal Inspector – Retirement
 - 7.5. Human Resources - Director General and Clerk-Treasurer – Resignation
 - 7.6. Human Resources - Organizational Diagnosis
 - 7.7. 2023 Schedule of Council Meetings
 - 7.8. State of Town Hall – Presentation and Submission of the Feasibility Study for Upgrading the Existing Building
 - 8. ROADS**
 - 8.1. Mount Foster Trails – Snow Removal at the Parking Lot - Contract
 - 9. ENVIRONMENT**
 - 10. PUBLIC SECURITY**
 - 10.1. Creation of a Security Committee – Appointment of Members
 - 11. HEALTH AND WELL-BEING**
 - 11.1. Brome Lake Community Action - Application for Financial Assistance
 - 11.2. Main dans la main Social Pediatric Center for the Brome-Missisquoi Community – Request for Annual Financial Assistance
 - 12. LEISURE AND CULTURE**
 - 13. VARIA**
 - 14. SECOND QUESTION PERIOD**
 - 15. ADJOURNMENT**
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296-1222
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 7:30 p.m.

In his opening remarks, the mayor mentioned that the special session for the adoption of the budget will take place next Monday at 7 p.m.

297-1222
ADOPTION OF THE AGENDA

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

To adopt the agenda by adding the following item:

10.2 Public Security – Road Safety in West Bolton – Details

Adopted unanimously

298-1222
FIRST QUESTION PERIOD

Council held a first question period.

299-1222
APPROVAL OF MINUTES

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

To approve the English and French versions of the minutes of November 7, 2022.

Adopted unanimously

300-1222
CORRESPONDENCE

A letter from Mr. Jean-Marc Delacoste requesting that permits be published on the municipality's website as soon as they are filed.

301-1222
TOWN PLANNING
REPORT OF THE HEAD OF TOWN PLANNING AND
MUNICIPAL INSPECTOR

The head of town planning and municipal inspector presented his report as well as a list of active permits.

The report of the planning department for November 2022 was tabled.

Number of permits issued: 9
Value of work: \$2,751,500

The list of active permits will be published monthly in the newsletter.

302-1222
ADMINISTRATION
APPROVAL OF ACCOUNTS AND TRANSFERS

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

To approve the list of accounts and transfers as of December 1, 2022, in the amount of \$113,335.38 and to authorize the director general to settle these accounts.

Adopted unanimously

303-1222
ADMINISTRATION
REPORT OF AUTHORIZED EXPENDITURES

The deputy director general tabled the report of authorized expenditures.

304-1222
ADMINISTRATION
DECLARATIONS OF PECUNIARY INTERESTS

Councillors Margarita Lafontaine, Loren Allen, Eddy Whitcher and Nancy Lanteigne filed their declarations of pecuniary interests with Council.

305-1222
ADMINISTRATION
**HUMAN RESOURCES – ROAD SUPERVISOR AND DEPUTY
MUNICIPAL INSPECTOR – RETIREMENT**

The mayor informed those present that Mr. John Rhicard retired on November 14, 2022.

On behalf of the members of Council and the administration, he sincerely thanked Mr. John Rhicard for all the work done as road supervisor and municipal inspector for the municipality of West Bolton, adding that although his commitment was part-time, the municipality could count on Mr. Rhicard's services 24 hours a day, 7 days a week, for quick and effective interventions thanks to his dedication, experience, and knowledge of our territory.

He wished him good health and success in his future endeavours.

306-1222
ADMINISTRATION
**HUMAN RESOURCES – DIRECTOR GENERAL AND CLERK-
TREASURER - RESIGNATION**

As mentioned in the December 1st newsletter, Mr. Jean-François Grandmont informed us that he will be leaving his position as Director General and Clerk-Treasurer on February 17th. He will be back next Monday for the presentation of the budget.

307-1222
ADMINISTRATION
HUMAN RESOURCES – ORGANIZATIONAL DIAGNOSIS

WHEREAS the municipality wishes to analyze the organizational situation of its administration in order to meet the needs of its citizens, the many government requirements and to support the attainment of its objectives;

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

To accept the amended service offer from Carrefour du capital humain of the Union des municipalités du Québec (UMQ) for the realization of an organizational diagnosis for an estimated amount of \$6500 plus taxes, including membership in the UMQ for the year 2023;

To join Carrefour du Capital humain for 2023 (\$1837);

To finance these expenses from the general account of the municipality;

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

Adopted unanimously

308-1222
ADMINISTRATION
2023 SCHEDULE OF COUNCIL SITTINGS

In 2023, regular Council sittings will begin at 7:30 p.m. It should be noted that the last session of the year will begin after the special budget session.

IT WAS MOVED BY Margarita Lafontaine
SECONDED BY Marie-Blanche Richer
AND RESOLVED:

That Council adopt the following schedule of Council sittings for 2023:

Monday, January 16 at 7:30 p.m.
Monday, February 13 at 7:30 p.m.
Monday, March 13 at 7:30 p.m.
Monday, April 3 at 7:30 p.m.
Monday, May 1 at 7:30 p.m.
Monday, June 5 at 7:30 p.m.
Monday, July 10 at 7:30 p.m.
Monday, August 14 at 7:30 p.m.
Monday, September 11 at 7:30 p.m.
Monday, October 2 at 7:30 p.m.
Monday, November 6 at 7:30 p.m.
Monday, December 4 at 7:30 p.m.
Monday, December 11 at 7:30 p.m.

That public notice be given to that effect and that these dates be entered on the municipal calendar for the year 2023.

Adopted unanimously

309-1222
ADMINISTRATION
STATE OF TOWN HALL – PRESENTATION AND
SUBMISSION OF THE FEASIBILITY STUDY FOR
UPGRADING THE EXISTING BUILDING.

Councillor Margarita Lafontaine presented the feasibility study for upgrading the existing building.

The study was tabled and it is available on the municipality's website.

310-1222
ROADS
MOUNT FOSTER TRAILS –SNOW REMOVAL AT THE
PARKING LOT - CONTRACT

WHEREAS the agreement with Appalachian Corridor provides that snow removal from the Mount-Foster parking lot is the responsibility of the municipality;

WHEREAS the parking lot must be maintained in accordance with the standards applicable to a public parking lot;

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

To accept Stecor's proposal for snow removal from the Mount-Foster trail parking lot in the amount of \$1800 plus taxes for the 2022-2023 season;

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

To finance this expenditure, net of tax rebates, from the general account of the municipality.

Adopted unanimously

311-1222
ENVIRONMENT

Nothing to discuss.

312-1222
PUBLIC SECURITY
CREATION OF A SAFETY COMMITTEE – APPOINTMENT
OF MEMBERS

WHEREAS the Family and Seniors Policy Action Plan provides for the establishment of a safety committee;

IT WAS MOVED BY Marie-Blanche Richer
SECONDED BY Loren Allen
AND RESOLVED:

That the Municipality of West Bolton proceed with the creation of a safety committee and give it the mandate:

- To contribute toward the implementation of the actions envisaged in the safety component of the Family and Seniors Policy;
- To make recommendations on any other safety issue identified by Council;

To appoint the following persons as members of the safety committee:

- Nancy Lanteigne, Councillor
- Gilles Asselin, Councillor

- Nancy Dufour Zitzmann, member of the Monitoring Committee for the Family and Seniors Policy
- Joël Desruisseaux, Sûreté du Québec
- Patrick Savard, citizen
- Martin Lepitre, citizen
- Keith Bockus, citizen

Adopted unanimously

313-1222
PUBLIC SECURITY
ROAD SAFETY IN WEST BOLTON - DETAILS

The mayor elaborated on road safety in West Bolton.

Improving road safety is a constant concern for Council.

In 2018, the municipality applied for a speed reduction from 90 km/h to 80 km/h for Bolton Pass Road, which was accepted.

This year, the municipality passed a resolution at the regular Council sitting of July 11.

- *To request the Ministry of Transport to review the maximum speed limit on Glen Road, mainly in 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 visibility for vehicles exiting the Glen area.*

A meeting with representatives of the MTQ was held on November 14, 2022, and several of these points were retained.

It is worth noting that the paved section of Glen Road that runs from Bolton Pass Road (243) to the Mount Glen ski area is under the jurisdiction of the MTQ.

If the condition of this road or Bolton Pass Road is not suitable, **citizens should call 5-1-1** to speak to a Ministry of Transportation officer.

For all other municipal roads, call the municipality at 450 242-2704, 24/7, via the CITAM service.

When a fatal accident occurs, an investigation determines the causes. The municipality has not received any information to the effect that road conditions may have had an impact on the sad accident that occurred on Bailey Road last June.

We urge you to be cautious on social media.

314-1222
HEALTH AND WELL-BEING
BROME LAKE COMMUNITY ACTION – REQUEST FOR
ANNUAL FINANCIAL ASSISTANCE

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 local services to citizens of West Bolton;

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

IT WAS MOVED BY Marie-Blanche Richer
SECONDED BY Eddy Whitcher
AND RESOLVED:

To provide \$2,000 in financial support to Action communautaire Lac-Brome;

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

Adopted unanimously

315-1222

HEALTH AND WELL-BEING

**1. MAIN DANS LA MAIN SOCIAL PEDIATRIC CENTER
FOR THE BROME-MISSISQUOI COMMUNITY –
APPLICATION FOR ANNUAL FINANCIAL ASSISTANCE**

WHEREAS Main dans la main Social Pediatrics Centre for the Brome Missisquoi Community has applied for financial assistance from the municipality of West Bolton;

WHEREAS Main dans la main Community Social Pediatrics Centre (CPSC) offers outreach services adapted to the needs of children in highly vulnerable situations in our community;

IT WAS MOVED BY Marie-Blanche Richer
SECONDED BY Loren Allen
AND RESOLVED:

To provide \$450 in financial assistance to the Main dans la main Community Social Pediatrics Centre.

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

316-1222

LEISURE AND CULTURE

Nothing to discuss.

317-1222

VARIA

Nothing to discuss.

318-1222

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.

**319-1222
ADJOURNMENT**

The agenda having been exhausted,

IT WAS MOVED BY Loren Allen
SECONDED BY Marie-Blanche Richer
AND RESOLVED UNANIMOUSLY

To adjourn the sitting at 8:57 p.m.

Maike Storks
Deputy Director General and
Deputy 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 contained herein as per section 142 of the Municipal Code.