

CANADA
PROVINCE OF QUEBEC
MUNICIPALITY OF WEST BOLTON

Minutes of the regular Council sitting of the Municipality of West Bolton, held on Monday, January 16, 2023, at 7:30 pm 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 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 were also present:

Maïke Storks, Assistant Director General and Assistant Clerk-Treasurer

Jules Varin, Head of Town Planning and Municipal Inspector (left after point 007-0123)

The following attended remotely:

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
 - 6.2. Nurturing Municipality - Adoption of the Action Plan
- 7. ADMINISTRATION**
 - 7.1. Approval of Accounts and Transfers
 - 7.2. Report of Authorized Expenditures
 - 7.3. By-law Number 389-2023 establishing taxation and other rates for 2023 - Adoption
 - 7.4. Act Respecting French, the Official and Common Language of Quebec - Maintaining Recognized Municipality Status (Bilingual Status)
 - 7.5. Infotech - Contract
 - 7.6. Consent Authorizing the Implementation of 3-1-1 for Telephone Jurisdictions and Shared Cell Towers for the Town of Waterloo
- 8. ROADS**
 - 8.1. Call for Tenders 2021-15 - Resurfacing of Bailey, Brill, Stukely and Spicer Roads - Release of the Holdback
 - 8.2. Mandate to the Union des municipalités du Québec - Purchase of chloride used as a dust suppressant for the year 2023
- 9. ENVIRONMENT**
- 10. PUBLIC SECURITY**
- 11. HEALTH AND WELL-BEING**
 - 11.1. Families and Seniors Policy Action Plan - 2022 Review - Tabling
- 12. LEISURE AND CULTURE**
 - 12.1. Tour des arts 2023 - Application for Financial Support
- 13. VARIA**

- 13.1. *1000 KM du Grand défi Pierre Lavoie* – Application for Authorization for Passage and Authorization for the Use of a Drone – June 10, 2023, on Bolton Pass Road (10:35 p.m. to 11:45 p.m.)

14. SECOND QUESTION PERIOD

15. END OF SITTING

**001-0123
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.

The mayor made some opening remarks.

**002-0123
ADOPTION OF THE AGENDA**

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

To adopt the agenda by removing the following item:

- 6.2 Nurturing Municipality – Adoption of the Action Plan
8.1 Call for Tenders 2021-15 – Resurfacing of Bailey, Brill, Stukely and Spicer Roads – Release of the Holdback.

Adopted unanimously

**003-0123
FIRST QUESTION PERIOD**

Council held a first question period.

**004-0123
APPROVAL OF MINUTES**

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

To approve the minutes of the sittings of December 5 and 12, 2022.

Adopted unanimously

**005-0123
CORRESPONDENCE**

Nothing to discuss.

006-0123
TOWN PLANNING
REPORT OF THE HEAD OF TOWN PLANNING AND
MUNICIPAL INSPECTOR

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

No permits were issued for the month of December.

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

007-0123
ADMINISTRATION
APPROVAL OF ACCOUNTS AND TRANSFERS

IT WAS MOVED BY Gilles Asselin
SECONDED BY Marie-Blanche Richer
AND RESOLVED:

To approve the list of accounts and transfers as of January 12, 2023, in the amount of \$376,425.39 (with the exception of cheque No. 11729 in the amount of \$4110.36) and to authorize the director general or the assistant director general to settle these accounts.

Adopted unanimously

008-0123
ADMINISTRATION
REPORT OF AUTHORIZED EXPENDITURES

No report to be filed for December.

009-0123
ADMINISTRATION
BY-LAW NO. 389-2023 ESTABLISHING TAXATION AND
OTHER RATES FOR THE YEAR 2023 - ADOPTION

The mayor mentioned the object of the by-law, its cost, scope and method of payment and the changes made between the draft tabled and the by-law presented for adoption.

WHEREAS a notice of motion of By-law number 389-2023 establishing taxation and other rates for 2023 was given on December 12, 2022, under minute 337-1222;

WHEREAS the draft by-law was tabled by the acting mayor at the sitting of December 12, 2022;

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

To adopt By-law number 389-2023 establishing taxation and other rates for 2023.

A copy of the by-law is attached to this resolution to form an integral part thereof.

Copies of this by-law were made available to the public prior to the start of this sitting.

Adopted unanimously

010-0123
ADMINISTRATION
ACT RESPECTING FRENCH, THE OFFICIAL AND
COMMON LANGUAGE OF QUEBEC - MAINTAINING
RECOGNIZED MUNICIPALITY STATUS (BILINGUAL
STATUS)

CONSIDERING the notice given on December 12, 2022, by the *Office québécois de la langue française* (hereinafter "Office") to the effect that the Municipality of West Bolton does not meet the condition required under section 29.1 of the Charter of the French Language (CQLR, c. C11) (hereinafter "Charter"), that is, more than half of the residents of its territory have English as their mother tongue;

WHEREAS according to demolinguistic data collected during Statistics Canada's 2021 Census, 49.0% of residents of the municipality reported having English as their mother tongue;

CONSIDERING that, pursuant to section 29.2 of the Charter, the recognition obtained by the municipality will be withdrawn, by operation of law only, on the expiry of 120 days from receipt of the notice sent by the Office;

CONSIDERING that such recognition is nevertheless maintained if the municipality adopts, before that deadline, a resolution to that effect and notifies the Office thereof without delay;

WHEREAS it is in the municipality's interest to maintain its status as a recognized organization (bilingual status);

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

THAT the Municipal Council confirm its intention to maintain the status of the Municipality of West Bolton as an organization recognized by the *Charter of the French Language* (bilingual status);

That a certified copy of this resolution be sent to the Office québécois de la langue française without delay.

Adopted unanimously
Mayor Denis Vaillancourt exercised his right to vote

011-0123
ADMINISTRATION
INFOTECH - CONTRAT

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

To authorize the mayor and the director general or deputy director general to sign a three-year maintenance contract with Infotech for municipal software;

To finance this expense, including the "Optimal" daily backup option, from the general account of the municipality.

012-0123
ADMINISTRATION
CONSENT AUTHORIZING THE IMPLEMENTATION OF 3-1-1 FOR TELEPHONE JURISDICTIONS AND SHARED CELL TOWERS FOR THE TOWN OF WATERLOO

WHEREAS the Town of Waterloo is implementing a 311 telephone service for its citizens and has mandated CITAM, a division of CAUCA, to assist it in this process.

WHEREAS we have read the context and explanatory documents and fully understand their contents.

WHEREAS this consent agreement satisfies the requirements of Telecom Order 2004-71 and Telecom Decision 2008-61 of the Radio-television and Telecommunications Commission (CRTC).

WHEREAS calls made to 3-1-1 for the Municipality of West Bolton will be redirected to our Municipality.

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

To authorize the Town of Waterloo and telecommunications service providers to configure jurisdictions and cell towers shared with our municipality so that calls (3-1-1) are routed to the Municipality of Waterloo.

That this letter be sent to the CITAM Division of CAUCA, an organization mandated by the Town of Waterloo to represent it.

Adopted unanimously

013-0123
ROADS
MANDATE TO THE UNION DES MUNICIPALITÉS DU QUÉBEC
PURCHASE OF CHLORIDE USED AS DUST SUPPRESSANT FOR THE YEAR 2023

WHEREAS the Municipality of West Bolton has received a proposal from the *Union des municipalités du Québec* (UMQ) to prepare, on its behalf and on behalf of several other interested municipalities, a call for tenders document for a consolidated purchase of products used as dust suppressants for the year 2023;

WHEREAS sections 29.9.1 of the *Cities and Towns Act* and 14.7.1 of the *Municipal Code*:

- allow a municipal organization to enter into an agreement with the UMQ for the purchase of materials;
- specify that the rules governing the awarding of contracts by a municipality apply to contracts awarded under this section and that the UMQ undertakes to comply with those rules;
- specify that this contractual process is subject to "*By-law number 26*" on the contractual management of the UMQ for

its consolidation agreements", adopted by the UMQ Board of Directors;

WHEREAS the UMQ's proposal is renewed annually on a voluntary basis;

WHEREAS the Municipality wishes to participate in this consolidated purchase to obtain chloride in liquid solution in quantities necessary for its activities;

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

THAT the Municipality entrust the UMQ with the mandate to proceed, on an annual basis, on its behalf and that of the other interested municipalities, with the call for tenders to award a consolidated purchase contract for various products used as dust suppressants (chloride in liquid solution) necessary for the activities of the Municipality for the year 2023;

THAT to enable the UMQ to prepare its call for tenders document, the Municipality undertakes to provide the UMQ the types and quantities of products it will need by completing the required registration technical sheet(s) sent to it by the UMQ and to return these documents on the stipulated date;

THAT the Municipality entrust the UMQ with the responsibility of analyzing the tenders submitted. As a result, the Municipality accepts that the product to be ordered and delivered is determined following the comparative analysis of the products defined in the tender document;

THAT if the UMQ awards a contract, the Municipality undertakes to respect the terms of this contract as if it had contracted directly with the supplier to whom the contract is awarded;

THAT the Municipality acknowledges that the UMQ will receive, directly from the successful bidder, as a management fee, a percentage of the amount invoiced before taxes to each participant; the said rate is fixed annually and specified in the tender document;

THAT a copy of this resolution be sent to the *Union des municipalités du Québec*.

Adopted unanimously

014-0123
ENVIRONMENT

Nothing to discuss.

015-0123
PUBLIC SECURITY

Nothing to discuss.

016-0123
HEALTH AND WELL-BEING
FAMILIES AND SENIORS POLICY ACTION PLAN - 2022
REVIEW - TABLED

The deputy director general tabled the 2022 report on the West Bolton Families and Seniors Policy Action Plan. This report was developed in collaboration with the monitoring committee of the family and seniors policy and is available on the municipality's website.

017-0123
LEISURE AND CULTURE
TOUR DES ARTS 2023 - REQUEST FOR FINANCIAL
SUPPORT

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

To make a contribution of \$250 to the *Tour des arts* for the year 2023;

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

Adopted unanimously

018-0123
VARIA
1,000 KM DU GRAND DÉFI PIERRE LAVOIE -
APPLICATION FOR AUTHORIZATION FOR PASSAGE
AND AN AUTHORIZATION FOR THE USE OF A DRONE -
JUNE 10, 2023 ON BOLTON PASS ROAD (10:35 P.M. TO
11:45 P.M.)

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

To authorize the passage of the convoy of the *1000 km du Grand défi Pierre Lavoie* on our territory on June 10, 2023 (on Bolton Pass Road);

To authorize the use of drones and to allow them to take off and land on our territory as part of this event;

To inform the public about the event in the weeks leading up to the challenge.

Adopted unanimously

019-0123
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.

020-0123
SECOND QUESTION PERIOD - DOCUMENT TABLED

Mr. Paul Davignon, a citizen of the municipality, tabled a document entitled "Carte sur table" during the second question period.

021-0123
END OF SITTING

The agenda having been exhausted,

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

To end the sitting at 8:55 p.m.

Maike Storks
Assistant Director General and
Assistant 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.