



MUNICIPALITY OF CAMPBELL'S BAY
April 7, 2020

066-04-2020	<p>Minutes of a regular meeting of the council held on April 7, 2020, by way of videoconference at 7:00pm</p> <p>Present at this videoconference are: Mayor Maurice Beauregard, by videoconference Councillors: Tim Ferrigan, by videoconference Lois Smith by videoconference Raymond Pilon by videoconference Jean-Pierre Landry by audioconférence Stéphanie Hébert-Shea by videoconference Suzanne Dubeau-Pilon by videoconference</p> <p>Also attending the meeting, by videoconference: Director General and secretary-treasurer, Sarah Bertrand and Municipal Inspector Terry Lafleur by audioconference.</p> <p><u>OPENING OF THE MEETING</u></p> <p>CONSIDERING the decree number 177-2020 of March 13, 2020, which declared the state of sanitary emergency on all the Quebec territory for an initial period of ten days;</p> <p>CONSIDERING the decree number 222-2020 of March 20, 2020, which extends this state of emergency for an additional period of ten days, that is until March 29, 2020;</p> <p>CONSIDERING the decree number 2020-004 of the Minister of Health and Social Services which allows Council to sit in camera and which authorizes the members to take part, deliberate and vote at a meeting by any means of communication;</p> <p>CONSIDERING that it is in the public interest and to protect the health of the population, of the members of the council and of the municipal officers that this meeting is held in camera and that the members of the council and the municipal officers are authorized to attend be present and take part, deliberate and vote at the meeting by videoconference.</p> <p>THEREFORE, it is moved by Lois Smith and resolved:</p> <p>That the council accepts that this meeting be held in camera and that the members of the council and the municipal officers may participate by videoconference.</p> <p>Adopted</p>
067-04-2020	<p><u>ADOPTION OF THE AGENDA</u></p> <p>Motioned by Suzanne Dubeau-Pilon and resolved to accept the agenda as presented.</p> <p>Adopted</p>
068-04-2020	<p><u>ADOPTION OF THE MINUTES</u></p> <p>WHEREAS copy of the minutes from the regular meeting held on March 3, 2020, were sent to council by email;</p> <p>Motioned by Jean-Pierre Landry and resolved to accept the minutes as prepared and circulated.</p> <p>Adopted</p>
	<p><u>QUESTION PERIOD</u></p> <p>It is noted that there are no visitors since this council meeting is held in camera.</p>
069-04-2020	<p><u>URBANISM</u></p> <p><u>AUTHORIZATION OF INSPECTOR'S MONTHLY REPORT</u></p> <p>Motioned by Lois Smith and resolved to accept the Municipal inspector's monthly report and monthly bill for the month of March 2020.</p> <p>Adopted</p>
070-04-2020	<p><u>LETTER RECEIVED K. SMITH – RIVER RD</u></p>



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	<p>WHEREAS a letter was received from Kim Smith seeking compensation for damages regarding the installation of potable water service at 6 River rd. in 2016;</p> <p>Motioned by Raymond Pilon and resolved to send the file to the municipal legal consultant, PFD Avocats, for legal opinion.</p> <p>Adopted</p>
	<p>COVID-19</p>
071-04-2020	<p><u>COVID-19 - INTEREST RATE ON TAX ARREARS</u></p> <p>Motioned by Jean-Pierre Landry and resolved that the possibility to offer 0% interest rate on the second instalment of municipal taxes, due on July 1, 2020, will be discussed at the next Council meeting following the progress of the current pandemic situation.</p> <p>Adopted</p>
072-04-2020	<p><u>COVID-19- RATIFICATION OF THE ORIENTATIONS OR DECISIONS TAKEN BY THE MAYOR OR THE DIRECTOR GENERAL</u></p> <p>WHEREAS in order to regularize actions put in place by the Mayor or the Director General in times of crisis, such actions and measures must be ratified by the council at the next meeting;</p> <p>WHEREAS the Director General has been updating Council regarding the implementation of internal procedures and measures relating to reducing the Spread of Covid-19 in the workplace since March 13, 2020;</p> <p>WHEREAS the Director General and the Mayor are taking every precaution necessary to ensure the safety and health of all municipal employees;</p> <p>WHEREAS the government of Quebec declared a state of health emergency on March 13, 2020, by decree No. 177-2020;</p> <p>WHEREAS the Director General and Mayor are following recommendations and directives from Authorities regarding COVID-19 in the workplace;</p> <p>WHEREAS in virtue of article 937 of the Municipal Code of Quebec, the Mayor or Deputy Mayor (in the absence of the mayor) can authorize an expense in a case of "force majeure" intended to ensure the proper functioning of the municipality (maintenance of services) and avoid deterioration of municipal equipment;</p> <p>THEREFORE, Moved by Jean-Pierre Landry and resolved</p> <p>THAT the council ratify the measures taken by the Mayor and Director General as described in the regular internal procedure updates sent by email</p> <p>THAT the Mayor and the Director General take all future precautionary measures to contain the spread of COVID-19 in the workplace and that such procedures are communicated with Council by email on a regular basis.</p> <p>THAT the Mayor submit a reasoned report to Council if any emergency expense is made.</p> <p>Adopted</p>
073-04-2020	<p><u>COVID-19 - PREPARATORY GUIDE FOR THE DEVELOPMENT OF THE SPECIFIC EPIDEMIC AND PANDEMIC INTERVENTION PLAN</u></p> <p>WHEREAS Municipal Affairs has prepared a preparatory guide for the development of a specific epidemic and pandemic intervention plan;</p> <p>WHEREAS according to the Guide, Council can nominate a person responsible for the elaboration of this intervention plan</p> <p>WHEREAS the person responsible for the elaboration of such plan should be the civil security coordinator;</p> <p>THEREFORE; Motioned by Stéphanie Hébert-Shea and resolved that the Director General, Sarah Bertrand is</p>



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	<p>responsible for the elaboration of a specific epidemic and pandemic intervention plan;</p> <p>Adopted</p>
074-04-2020	<p><u>COVID-19 – TRANSFER SITE HOURS</u></p> <p>CONSIDERING the current context of COVID-19 and the declaration of a health emergency by the Government of Quebec on March 13, 2020;</p> <p>WHEREAS residents are encouraged to stay home as much as possible to reduce the spread of COVID-19;</p> <p>WHEREAS in order to reduce traffic within our community;</p> <p>WHEREAS in order to discourage any gatherings at the transfer site location;</p> <p>WHEREAS to protect the health and safety of municipal employees and the community;</p> <p>WHEREAS the Municipality collects, by way of curbside, and disposes of domestic waste every Wednesday;</p> <p>WHEREAS this essential service such as collection and disposal of municipal domestic waste remains undisturbed;</p> <p>THEREFORE Motioned by Tim Ferrigan and resolved</p> <p>THAT the transfer site be closed for the duration of the emergency health declaration of the Government of Québec;</p> <p>THAT only domestic garage be accepted by way of curbside collection on Wednesdays and that be for the duration of the emergency health declaration of the Government of Quebec;</p> <p>THAT the maximum number of bags for the curbside collection on Wednesdays be increased, and this for the duration of the emergency health declaration.</p> <p>Adopted</p>
075-04-2020	<p><u>COVID-19 – HEALTH AND SAFETY ONLINE TRAINING FOR EMPLOYEES</u></p> <p>WHEREAS given the current context of COVID-19 and the declaration of a health emergency by the Government of Québec on March 13, 2020;</p> <p>WHEREAS hours of public works employees have been reduced in order to reduce the spread of COVID-19 within the workplace;</p> <p>WHEREAS such employees have additional time to follow online health and safety training at their homes;</p> <p>THEREFORE, Motioned by Suzanne Dubeau-Pilon and resolved to authorize the expense of \$500 for online training of municipal employees relating to Health and Safety in the workplace, the expense is authorized from the budgetary item: Office maintenance and supplies.</p> <p>Adopted</p>
076-04-2020	<p><u>COVID-19 – MUNICIPAL CLOSURES AND RESTRICTIONS</u></p> <p>WHEREAS given the current context of COVID-19 and the declaration of a health emergency by the Government of Québec on March 13, 2020;</p> <p>WHEREAS the state of health emergency has been extended until May 4, 2020;</p> <p>WHEREAS to ensure the health and safety of the community:</p> <p>Motioned by Raymond Pilon and resolved that the Municipal buildings, such as the Municipal Office, RA Hall, Parks and the complete fire ban remain closed and in effect until at least May 4, 2020, or until the declaration of health emergency is lifted by the Quebec Government.</p> <p>Adopted</p>
077-04-2020	<p><u>FLOOD PREPARATION – 2020</u></p>



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	<p>WHEREAS according to Ottawa River Regulatory Board's forecast of April 7, 2020, levels are expected to remain below flood thresholds and close to seasonal values in all locations. Northern reservoirs are beginning to fill as snowmelt runoff begins in these areas;</p> <p>WHEREAS in the event of a flood during a pandemic, certain measures must be taken to ensure the safety of municipal employees and residents;</p> <p>CONSIDERING the current context of COVID-19 and the declaration of a health emergency by the Government of Quebec on March 13, 2020;</p> <p>THEREFORE, Motioned by Tim Ferrigan and resolved that the following procedures be implemented in the event of a flood:</p> <p>THAT the Municipality supply sand bags but will not construct sand dykes as in 2017+2019;</p> <p>THAT the Municipality purchase 2500 more sand bags;</p> <p>THAT the Municipality enter into agreement with the Municipality of Litchfield regarding the filling of the sand bags;</p> <p>THAT given the current COVID-19 context, there will be no shelter and centre for victims at the RA Hall as foreseen in the Municipal Civil Security Plan;</p> <p>THAT the Municipality have an agreement with Motel Bryson regarding a shelter location for evacuees.</p> <p>Adopted</p>
078-04-2020	<p><u>STREET SWEEPING</u></p> <p>Motioned by Lois Smith and resolved to authorize the 2020 street sweeping to Judith Langevin. It is understood that this service starts once the state of health emergency be lifted by the Quebec Government.</p> <p>Adopted</p>
	<p><u>MAYOR'S REPORT</u></p> <p>It is noted that the Mayor, Maurice Beauregard deposits his monthly Mayor's report on various MRC subjects.</p> <p>Adopted</p>
	<p><u>FINANCE</u></p>
079-04-2020	<p><u>MONTHLY BILLS</u></p> <p>Motioned by Lois Smith and resolved to pay monthly bills as presented on the disbursement sheet of April 7, 2020, in the amount of \$100 128.60.</p> <p>Adopted</p> <p><u>Certificate of availability</u></p> <p>Sarah Bertrand, Director general of the Municipality of Campbell's Bay, certifies that there are funds available for the above-approved expenses.</p> <p>Given in Campbell's Bay, this, 7th day of April 2020,</p> <p>Sarah Bertrand DGST</p>
080-04-2020	<p><u>RESOLUTION TO MANDATE THE MINISTER OF FINANCE TO RECEIVE AND OPEN THE SUBMISSIONS PROVIDED FOR IN ARTICLE 1065 OF THE MUNICIPAL CODE</u></p> <p>WHEREAS, in accordance with article 1065 of the Municipal Code, no municipality may sell the vouchers that it is authorized to issue under a by-law, other than by written submission;</p> <p>WHEREAS the tenders are submitted via the auction and publication service of the results of debt securities issued for municipal financing purposes of the Ministère des Finances;</p>



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	<p>WHEREAS article 1066 of the Municipal Code which provides that the council of a municipality may, by resolution, mandate the Minister of Finance to receive and open the tenders provided for in article 1065, for this municipality and on behalf of it this;</p> <p>MOTIONED BY: Jean-Pierre Landry</p> <p>THAT, in accordance with article 1066 of the Municipal Code, the council mandates the Minister of Finance to receive and open the tenders provided for in article 1065 of the Municipal Code, for and on behalf of the municipality.</p> <p>Adopted</p>
081-04-2020	<p><u>AUTHORIZATION OF EXPENSE – GENERATOR PANEL</u></p> <p>Motioned by Raymond Pilon to authorize Pontiac Electric to install a generator emergency panel at the municipal office to ensure the communication system of the Municipality regarding the office and potable water system remains undisturbed during a power outage. The expense of \$1442 plus taxes is allocated from the budgetary item:</p> <p>Adopted</p>
082-04-2020	<p><u>AUTHORIZATION OF EXPENSE – UPDATING WATER PC AND SOFTWARE</u></p> <p>Motioned by Raymond Pilon and resolved to authorize the expense of \$800 for the updating of the water system software. The expense is allocated from the budgetary item: water softener maintenance.</p> <p>Adopted</p>
	<p><u>WATER – SEWAGE – TRANSFER SITE</u></p>
083-04-2020	<p><u>AUTHORIZATION TO REIMBURSE COST OF SHUT-OFF VALVE – LESLIE ST</u></p> <p>WHEREAS a leak the connection of a private waterline and a shut off was detected at Leslie St;</p> <p>WHEREAS the homeowner replaced the private line last year and also changed the dimension of the private line;</p> <p>WHEREAS a connection was required to connect to he shut off since the line was a different size;</p> <p>WHEREAS that connector to the shut off was faulty;</p> <p>WHEREAS the homeowner replaced the shut off;</p> <p>WHEREAS the shut of is the responsibility of the Municipality;</p> <p>Therefore Motioned by Suzanne Dubeau-Pilon to reimburse the homeowner of Leslie St regarding for the purchase of new shut off valve.</p> <p>It is noted that the installation fee remains the responsibility of the homeowner</p> <p>Adopted</p>
084-04-2020	<p><u>AUTHORIZATION OF EXPENSE - MAGNOR - EMERGENCY VISIT – WATER SOFTENER FILTER</u></p> <p>WHEREAS the water softener plant is producing higher than normal pressure within its system;</p> <p>WHEREAS an emergency visit from Magnor is required in order to inspect the system;</p> <p>Motioned by Raymond Pilon and resolved to authorize the expense of \$2000 plus taxes for the emergency visit and inspection by a Magnor technician. The expense is allocated from the budgetary item: Water Softener maintenance.</p> <p>Adopted</p>



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	<u>PARKS, RA HALL AND RINK</u>
085-04-2020	<u>SUMMER STUDENT LEISURE COORDINATOR</u> Motioned by Jean-Pierre Landry that the planning of all sports and leisure programs is on hold until a definitive decision is made at the next Council meeting. Adopted
	<u>LIBRARY</u>
	It is noted that an update is given to Council regarding the Réseau Biblio dues and extra charge for non-returned/missing books. The extra cost for missing books is deferred to after the current COVID-19 emergency and that the Municipality will put more effort in attempting to recuperate the missing books from the public. For the time being, the prorated dues from January to February 19, 2020, are paid only.
	<u>MISCELLANEOUS</u>
086-04-2020	<u>SUBDIVISION OF LOTS – MCLELLAN STREET</u> WHEREAS Council resolved to subdivide the lots adjacent to the municipal lot located on McLellan St (ref. resolution no 252-09-19); WHEREAS the subdivision of said municipal lot is complete and a survey is provided by Fortin Label; WHEREAS the Municipality will transfer for the sum of \$1 and other valuables in consideration to the following persons: Lot 6 330 043 Yola Morin Lepine Lot 6 330 044 Philippe Dubeau and Rebecca Lalonde Lot 6 330 045 William Telford and Jennifer Kennedy Lot 6 330 046 David Inglis Motioned by Councilor Lois Smith and resolved to communicate with the said owners so that they can proceed with the preparation of their own individual deed with Notary Jean-Pierre Pigeon. It is also resolved that the Mayor, Maurice Beauregard and the Director General, Sarah Bertrand is authorized to sign all pertaining legal documents with Notary Jean-Pierre Pigeon. It is noted that the cost of the survey is equally divided amongst all owners included in the subdivision plan. Adopted
	<u>SECURITY</u>
087-04-2020	<u>FIRST RESPONDERS – MEDICAL CALLS</u> WHEREAS the government of Quebec declared a state of health emergency on March 13, 2020; WHEREAS the orientations of the <i>Direction médicale nationale/SPU</i> in this pandemic period are: <ol style="list-style-type: none">1. The protection of workers and First Responders by avoiding contamination2. The provision of optimal care to people in distress taking into account the protection of first responders WHEREAS due to the current covid-19 it is forecasted that the number of people who will use pre-hospital emergency services will increase significantly in the very near future; WHEREAS the municipal Firefighters are also First Responders; WHEREAS the risk of contamination of a First Responder is considered high during a pandemic; WHEREAS all measures must be taken to preserve the health and safety of the Fire Safety Service personnel in order to ensure the continuity of an optimal fire protection service on the territory covered by the Fire Department; Therefore, Motioned by Tim Ferrigan and resolved that the Campbell's Bay – Litchfield Fire Department



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	<p>immediately stop responding to any medical calls and this, until further notice.</p> <p>Adopted</p>
088-04-2020	<p><u>AERIAL LADDER TRAINING</u></p> <p>It is noted that all Firefighter training is cancelled for the time being</p>
	<p><u>FF1 TRAINING IN SCHOOLS – RESOLUTION 317-11-19</u></p> <p>It is noted that the response letter received from MSP and MESS is provided to Council and that the Mayor discuss the response at the Reginal table of Mayors.</p>
	<p><u>CORRESPONDANCE</u></p> <p>Correspondence is read to Council.</p> <p>Adopted</p>
089-04-2020	<p><u>CLOSING</u></p> <p>Motioned by Stéphanie Hébert-Shea and resolved to adjourn the meeting at 8:28 PM.</p> <p>Adopted</p> <p>Maurice Beaugregard Mayor</p> <p>Sarah Bertrand DGST</p>