



**MUNICIPALITY OF CAMPBELL'S BAY
November 9, 2021**

MINUTES OF A REGULAR MEETING OF COUNCIL HELD ON NOVEMBER 9, 2021, AT THE PONTIAC LION'S CLUB LOCATED AT 6 BORDEN STREET, MUNICIPALITY OF CAMPBELL'S BAY.

PRESENTS ARE:

Mayor Maurice Beauregard

COUNCILLORS:

Tim Ferrigan

Jean-Pierre Landry

Stéphanie Hébert-Shea

Suzanne Dubeau-Pilon

Josey Bouchard

Raymond Pilon

Also attending the meeting is Director General and Secretary-Treasurer, Sarah Bertrand.

OPENING OF THE MEETING

The above-named person's present forming quorum, the meeting is opened at 7:08PM by Stéphanie Hébert-Shea.

269-11-2021 ADOPTION OF THE AGENDA

Motioned by Josey Bouchard and resolved to accept the agenda as presented with the addition of 14c) Fire Hall sign – Budget 2022

Carried unanimously

270-11-2021 ADOPTION OF THE MINUTES

Motioned by Stéphanie Hébert-Shea and resolved to adopt the minutes of the last meeting of October 5, 2021 as well as the Special Meetings minutes of September 27 2021 and October 21, 2021 sent by email.

Carried unanimously

QUESTION PERIOD

It is noted that there are no visitors nor questions submitted

**271-11-2021 URBANISM
APPROVAL OF INSPECTOR'S MONTHLY REPORT**

Motioned by Jean-Pierre Landry and resolved to accept the Municipal inspector's monthly report and pertaining bill for the month of October 2021.

Carried unanimously

272-11-2021 HIRING NEW MUNICIPAL BUILDING INSPECTOR AND BYLAW OFFICER

WHEREAS Mr. Terry Lafleur resigned from his position of municipal building inspector and bylaw officer;

WHEREAS Mr. Samuel Danis has accepted the new position;

THEREFORE,

Motioned by Suzanne Dubeau-Pilon and resolved to hire Samuel Danis as municipal building inspector and bylaw officer.

It is also resolved to authorize the Mayor, Maurice Beauregard and the Director General, Sarah Bertrand to sign the contract as presented.



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Carried unanimously

273-11-2021 CITIZEN COMPLAINT – NO DUMPING ON TEMPERANCE STREET

WHEREAS the Municipality received a written complaint regarding dumping of yard waste off of Temperance Street near the Municipality's lot no 3 545 281;

WHEREAS such dumping is prohibited by law and is not tolerated by the Municipality;

THEREFORE;

Motioned by Stéphanie Hébert-Shea and resolved to purchase and install a no dumping sign adjacent to lot no 3 545 281.

Carried unanimously

COVID-19

It is noted that a summary of the new health measure relating to COVID-19 released by the Government effective November 15 2021 was shared with Council.

STREETS AND SIDEWALKS

UPDATE – MORIN AND BRABAZON STREET PROJECT

An update is given by the Director General regarding the project. A preliminary meeting was had with CIMA and they will prepare a service offer for a Phase 1 environmental study, since this would be the next step for the construction of a new municipal street.

274-11-2021 AUTHORIZATION OF EXPENSE – PAVING FRONT ST AT PONTIAC ST.

Motioned by Josey Bouchard and resolved to authorize the expense of \$5000 plus taxes for the paving of a portion of Front St at the intersection of Pontiac St. The expense is allocated from the PPA-CE grant program.

Carried unanimously

275-11-2021 AUTHORIZATION OF EXPENSE – GRADING OF RIVER ROAD

Motioned by Stéphanie Hébert-Shea and resolved to authorize the expense of up to \$200 for the grading of River Rd to the municipal limits by the Municipality of Litchfield. The expense is allocated from the budgetary item: road grading

Carried unanimously

FINANCE

276-11-2021 MONTHLY BILLS

Motioned by Stéphanie Hébert-Shea and resolved to pay monthly bills as presented on the disbursement sheet of November 9, 2021, in the amount of 54 707,29\$.

Carried unanimously

Certificate of availability

I, Sarah Bertrand, Director general of the Municipality of Campbell's Bay, certifies that there are funds available for the above-approved expenses.

Given in Campbell's Bay, this, 9th day of November 2021.

Sarah Bertrand
DGST

277-11-2021 LEGAL RETAINER WITH DHC AVOCATS



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Motioned by Tim Ferrigan and resolved to not renew the yearly agreement with DHC Avocats.

Carried unanimously

278-11-2021 **2022 BUDGET DATES**

Motioned by Stéphanie Hébert-Shea and resolved to accept the following budget dates:

Finance committee working session with Gerry – December 9 at 9am
Council Working Session – December 13 at 6pm
Public Meeting to adopt the 2022 budget – December 16 at 6pm

Carried unanimously

279-11-2021 **AUTHORIZATION TO PURCHASE NEW PUBLIC WORKS TRCUK**

Motioned by Suzanne Dubeau-Pilon and resolved to purchase a new 2022 FORD F250 regular ab, 4X4, 6.2 l Gas engine, steel gray color from Shawville Ford. The amount of \$53 083 plus taxes will be allocated in the 2022 Budget. **It is also resolved** to authorize the Director General, Sarah Bertrand to sign all paperwork relating to the sale and to authorize an order deposit.

Carried unanimously

DEPOSIT OF NEW TRIENNIAL ROLE

It is noted that the Director General informs Council that the new triennial role as prepared by the FQM for the years 2022-2023-2023 was deposited and resulting in an evaluation increase of \$4, 969, 000.

280-11-2021 **PUBLIC SALE BY TENDER – J32 PUMP**

WHEREAS 1 bid was received for the J32 fire pump for the amount of \$450 from Mr. Leander Hutchings;

Motioned by Raymond Pilon and resolved to accept this bid and sell as is to Mr. Hutchings.

Carried unanimously

281-11-2021 **COUNTRY JAMBOREE – JULY 22-24 2022**

WHEREAS Mr. Cletus Ferrigan is the organizer of the country jamboree event in appreciation for Covid relief musical entertainment on Facebook during the lockdowns;

WHEREAS Mr. Ferrigan received funding on behalf of the MRC Pontiac payable to the Municipality;

THEREFORE;

Motioned by Josey Bouchard and resolved to remit the funds allocated to this event from the MRC Pontiac to Mr. Cletus Ferrigan. This amount of \$2700 is allocated from in trust funds.

It is noted due to apparent conflict of interest, Tim Ferrigan abstains from this discussion.

Carried unanimously

282-11-2021 **WATER – SEWAGE – TRANSFER SITE**
WATERMAIN PROJECT- FRONT ST

WHEREAS due to post pandemic contractual and procurement issues regarding tendering process;

Motioned by Jean-Pierre Landry and resolved to launch the watermain project tender in January 2022.



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Carried unanimously

283-11-2022 **PARKS, RA HALL AND RINK
AUTHORIZATION SALE BY PUBLIC TENDER – RA HALL TABLES AND CHAIRS**

Motioned by Suzanne Dubeau-Pilon and resolved to authorize the sale by public tender for the chairs and tables from the RA Hall as prepared and emailed.

Carried unanimously

284-11-2021 **AUTHORIZATION OF EXPENSE – ELECTRICAL WORK - BALLFIELD**

Motioned by Josey Bouchard and resolved to authorize the expense regarding the new wiring of 2 light towers, installation of exterior and interior plugs in the announcer booth and electrical building at the ballfield by Valley Electrical. The expense is allocated from Park Maintenance.

Carried unanimously

285-11-2021 **RINK SUPERVISOR**

Motioned by Stéphanie Hébert-Shea and resolved to proceed with the posting of a rink attendant as prepared

Carried unanimously

286-11-2021 **AUTHORIZATION OF EXPENSE – TIMER FOR RINK LIGHTS**

Motioned by Josey Bouchard and resolved to authorize the expense of \$500 for the supply and installation of a timer for the rink lights by Valley Electrical. The expense is allocated from the budget item: rink Maintenance

Carried unanimously

287-11-2021 **REQUEST FROM FOTENN**

WHEREAS a request to authorize payment for over budget expenses related to coordination, editing and translating was received from Fotenn;

WHEREAS these over budget expenses were not previously approved by Council;

WHEREAS the incidental costs related to the project surpasses the expected 15% and is not allocated in the total project costs;

WHEREAS funds are limited;

THEREFORE:

Motioned by Josey Bouchard and resolved that the Municipality will not authorize over budget costs not previously authorized and not allocated from the budget project.

Carried unanimously

289-11-2021 **PROJECT TENDER FOR PUBLIC WASHROOM – PARK PROJECT**

WHEREAS due to post pandemic contractual and procurement issues regarding tendering process;

Motioned by Jean-Pierre Landry and resolved to launch the washroom construction project tender in January 2022.

Carried unanimously



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MISCELLANEOUS

290-11-2021

MADA - REQUEST TO EXTEND THE AGREEMENT TO UPDATE THE AGE-FRIENDLY MUNICIPALITY POLICY AND ITS ACTION PLAN

WHEREAS the Municipality signed in February 2020 an agreement with the Seniors Secretariat of the Ministry of Health and Social Services in order to develop the update of the Age-Friendly Municipality (MADA) policy;

WHEREAS the MADA process involves the participation of an elected official appointed responsible for families and seniors for the municipal steering committee;

WHEREAS the MADA process provides for public consultations;

WHEREAS some citizens of the municipality do not have computer equipment;

WHEREAS the health measures surrounding the COVID-19 pandemic prohibited meetings and gatherings;

WHEREAS a municipal election was held in November 2021 and it was necessary to reappoint representatives to the steering committee;

CONSIDERING that all of the elements mentioned above have resulted in significant delays in the MADA process, making it impossible to meet the schedule provided for when signing the agreement with the Secretariat;

THEREFORE, it is moved by Stéphanie Hébert-Shea and resolved:

To authorize the Director General, Mrs. Sarah Bertrand, to file a request for an extension of the process with the Seniors Secretariat as well as a timeline for the proposed work plan;

To authorize the Director General, Mrs. Sarah Bertrand, to sign on behalf of the Municipality of Campbell's Bay all documents relating to the project presented as part of the MADA process started in 2020;

To commit to the Seniors Secretariat of the Ministry of Health and Social Services to complete the drafting of its Age-Friendly Municipalities (MADA) policy and its action plan by February 28, 2023.

Carried unanimously

MADA – NEW COMMITTEE

It is noted that the MADA committee will be to be reformed following the municipal election results. Councilor Jean-Pierre Landry, councilor responsible for the file will invite others to join.

291-11-2021

MADA – CONSULTANT

WHEREAS Ms. Chazelas can again resume her consulting duties for the Municipality;

Motioned by Stéphanie Hébert-Shea and resolved to hire Ms. Emilie Chazelas as consultant for the MADA policy and Action Plan.

Carried unanimously

292-11-2021

AUTHORIZATION OF EXPENSE – ESSC AND PHS BURSARY

Motioned by Josey Bouchard and resolved to authorize the expense of \$100 to the PHS graduate and \$50 to each ESSC graduates. The expense is allocated from the budgetary item: Public relations and donations.

Carried unanimously



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293-11-2021 **RESPONSE FROM MRC REGARDING RESOLUTION 117-05-2021**

CONSIDERING THAT a response to our resolution 117-05-2021, which was submitted to the council of mayors of the MRC Pontiac in May 2021, was received on October 7, 2021 by the clerk of the latter;

CONSIDERING THAT the said answer in no way responds to the initial request that is the subject of resolution 117-05-2021 of the Municipality of Campbell's Bay;

CONSEQUENTLY,

Motioned by Josey Bouchard and resolved to mandate councilor Jean-Pierre Landry, the initiator of the resolution in dispute, to follow up on this response.

Carried unanimously

RESPONSE FROM MRC REGARDING RESOLUTION 207-09-2021

It is noted that the response was received from the MRC on October 7, 2021. The Municipal Council will await the detailed schedule regarding the laying of dust suppressant on MRC property in center town.

294-11-2021 **AUTHORIZATION OF EXPENSE - SANTA CLAUD PARADE**

WHEREAS the Santa Claus parade will be held on Saturday December 4 2021;

Motioned by Stéphanie Hébert-Shea and resolved to authorize the expense of \$1000 for the Santa Clause parade. The expense is allocated from the budgetary item: Santa Claus Parade

Carried unanimously

295-11-2021 **AUTHORIZATIION OF EXPENSE – CHRISTMAS PARTY**

Motioned by Suzanne Dubeau-Pilon and resolved to authorize the expense for a Christmas Breakfast at the Junction restaurant on December 5, 2021 for the Fire Department and Municipal employees including spouses;

It is also resolved to authorize the expense for a Christmas supper for Council members and their spouses on December 17, 2021.

The total expense allocated from the 2021 budget is \$1500 from the Council Christmas supper and \$1500 from the Fire Christmas supper and recognition budgetary items.

Carried unanimously

296-11-2021 **AUTHORIZATION OF EXPENSE – CHRISTMAS DECORATIONS**

Motioned by Suzanne Dubeau-Pilon and resolved to authorize the expense of \$1200 plus taxes for the purchase of Christmas lights to decorate Front St. The expense is allocated from the budgetary item: Christmas Decorations

Caried unanimously

DEPOSIT OF PECUNIARY INTERESTS

It is noted that all Council members have deposited their pecuniary interests in accordance with Section 357 of the Act respecting elections and referendums in municipalities.

ETHICS AND GOOD CONDUCT TRAINING FOR MUNICIPAL ELECTED OFFICIALS

It is noted that the training sessions for newly elected officials regarding ethics and good conduct in municipal matter will be organized by the MRC.



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EMPLOYEES

297-11-2021 ADMINISTRATIVE ASSISTANT – MEDICAL INSURANCE

Motioned by Suzanne Dubeau-Pilon and resolved to authorize the expense of up to \$1200 as a medical insurance private premium allocation for Mrs. Marie-Sophie Barrette corresponding to the months of November 2021 to February 2022. It is noted that Mrs. Barrette will join the Municipal group insurance policy in February 2022.

Carried unanimously

298-11-2021 TRANSFER SITE ATTENDANT

Motioned by Josey Bouchard and resolved to post the transfer site attendant position following Mr. Rolland Jr Amyotte's departure.

Carried unanimously

SECURITY

CHIEF'S MONTHLY REPORT

It is noted that the Chief's monthly report is deferred to next meeting.

299-11-2021 AUTHORIZATION OF EXPENSE – FIRE HYDRANT REPAIR

Motioned by Jean-Pierre Landry and resolved to authorize the expense for the repair of 2 fire hydrants by Stelem, as quoted. The expense is allocated from the budgetary item: Hydrant Maintenance

Carried unanimously

300-11-2021 FIRE HALL SIGN – BUDGET 2022

Motioned by Raymond Pilon and resolved to add the repairs to the fire hall sign to the 2022 budget.

Carried unanimously

CORRESPONDANCE

It is noted that the correspondence is read to Council.

It is noted that Stéphanie Hébert-Shea left the meeting at 10:09 pm

301-11-2021 CLOSING OF THE MEETING

Motioned by Suzanne Dubeau-Pilon and resolved to adjourn the meeting at 10:54 PM.

Carried unanimously

**Maurice Beauregard
Mayor**

**Sarah Bertrand
DGST**