



MUNICIPALITY OF CAMPBELL'S BAY

April 5, 2022

MINUTES OF A REGULAR MEETING OF COUNCIL HELD ON APRIL 5, 2022 AT THE PONTIAC LION'S CLUB SITUATED AT 6 BORDEN STREET, MUNICIPALITY OF CAMPBELL'S BAY.

PRESENTS ARE:

Mayor Maurice Beauregard

COUNCILLORS:

Tim Ferrigan

Raymond Pilon

Jean-Pierre Landry

Josey Bouchard

Stephanie Hébert-Shea

Suzanne Dubeau-Pilon

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

085-04-2022 **OPENING OF THE MEETING**

The above-named person's present forming quorum, **motioned by Suzanne Dubeau-Pilon** and resolved to open the meeting at 7:00 PM.

Carried unanimously

086-04-2022 **ADOPTION OF THE AGENDA**

Motioned by Raymond Pilon and resolved to accept the agenda as presented.

Carried unanimously

087-04-2022 **ADOPTION OF THE MINUTES – REGULAR MEETING OF MARCH 8 2022 AND SPECIAL MEETING OF MARCH 21 2022**

Motioned by Jean-Pierre Landry and resolved to adopt the minutes of the last meeting of February 1, 2022 and the Special meeting of February 15, 2022 sent by email.

Carried unanimously

QUESTION PERIOD

It is noted that Mrs. Dale McCuaig sent in questions and comments via email regarding the preventative boil advisory following the watermain break, the occupation of the RA by CISSSO for COVID vaccines and speeding issues on Leslie St.

088-04-2022 **URBANISM**
APPROVAL OF INSPECTOR'S MONTHLY REPORT

Motioned by Josey Bouchard and resolved to accept the Municipal inspector's monthly report and pertaining bill of services for the month of March 2022.

Carried unanimously

MAYOR'S REPORT

It is noted that the mayor gives a monthly report

089-04-2022 **FINANCE**
MONTHLY BILLS

Motioned by Stéphanie Hébert-Shea and resolved to pay monthly bills as presented on the disbursement sheet of April 5 2022, in the amount of \$

Carried unanimously

Certificate of availability



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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, 5th day of April 2022.

Sarah Bertrand
DGST

090-04-2022 **AUTHORIZATION OF EXPENSE – NEW CHAIRS FOR COUNCIL ROOM**

Motioned by Josey Bouchard and resolved to purchase 8 new chairs, as presented, for the municipal Council room. The expense of \$3 192 plus taxes is authorized from the budgetary item: Office supplies.

Carried unanimously

091-04-2022 **AUTHORIZATION OF EXPENSE – NEW LAPTOPS FOR COUNCIL**

Motioned by Stéphanie Hébert-Shea and resolved to authorize the expense of \$ 4979 plus taxes for the purchase and set up of 6 new laptops for council. The expense is authorized from the budgetary item: Office supplies

Carried unanimously

092-04-2022 **CISSEO – LEASE EXTENSION RA HALL**

Motioned by Stéphanie Hébert-Shea and resolved to authorize the renewal of the lease agreement with CISSEO till December 31, 2022.

It is also resolved to authorize the Director General to sign the agreement.

Carried unanimously

093-04-2022 **DEPOSIT OF THE MUNICIPAL CONTRACTS FOR 2021**

WHEREAS in accordance with article 961.4 (2) of the municipal code of Québec, the mayor must table a list of all contracts involving an expenditure of more than \$ 2 000 with the same contractor when all of these contracts involve a total expenditure of more than \$ 25 000;

Motioned by Suzanne Dubeau-Pilon and resolved to accept the list of 2021 municipal contracts in accordance with the law.

Carried unanimously

094-04-2022 **AUTHORIZATION OF EXPENSE – VIDEO SURVEILLANCE CAMERAS**

Motioned by Stéphanie Hébert-Shea and resolved to authorize the expense of \$1 193.54 plus taxes for the installation of video surveillance cameras at the municipal office and garage. The expense is authorized from the budgetary item: garage maintenance

Carried unanimously

WATER – SEWAGE – TRANSFER SITE
INTER-MUNICIPAL AGREEMENT - WATER DETECTOR DEVICE

It is noted that Council wishes that other municipalities join the intermunicipal purchase for a water detector device with the Municipality of Fort-Coulonge.



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095-04-2022 **AUTHORIZATION OF EXPENSE – PERMANGANATE COLOR MONITOR**

Motioned by Jean-Pierre Landry and resolved to authorize the replacement of the permanganate color monitor at the water softener. The expense of \$ 16 976.44 is allocated from the budgetary item: Water softener maintenance

Carried unanimously

096-04-2022 **RENTAL LEASE AGREEMENT FOR TRANSFER SITE**

Motioned by Stéphanie Hébert-Shea and resolved to authorize the renewal of the transfer site lease for \$2600 + taxes. The expense is allocated from the budgetary item: transfer site lease

Carried unanimously

097-04-2022 **INSTALLATION OF WATER METERS – LOCATION FOR RESIDENTIAL SAMPLE**

CONSIDERING THAT as part of the Québec Drinking Water Saving Strategy, the municipality must provide an annual report;

CONSIDERING THAT the municipality has not respected the objectives set by the Quebec Drinking Water Saving Strategy in the 2017 and 2018 reports;

CONSIDERING THAT the municipality must also install water meters throughout the non-residential area and a sample of 20 water meters in the residential area;

Motioned by Josey Bouchard and resolved to install the sample 20 water meters on Lunam Street.

Carried unanimously

098-04-2022 **AUTHORIZATION OF EXPENSE – OUTDOOR TENT**

Motioned by Tim Ferrigan and resolved to authorize the expense of \$1400 plus taxes for the purchase of an outdoor tent to be used for the summer camp. The expense is allocated from the budgetary item: RA hall maintenance.

Carried unanimously

099-04-2022 **MADA – CREATION OF A STEERING COMMITTEE – SECOND CREATION**

Motioned by Jean-Pierre Landry and resolved that the members constituting this MADA steering committee as well as the representation they offer according to their current or past employment, their involvement in the community beneficial to this committee or the knowledge of their environment and the issues of the family or seniors are: Jean-Pierre Landy (RQFA), Dale McCuaig, Michael Mackid, Peter Muciy and Mavis Kluke.

Carried unanimously

EMPLOYEES

100-04-2022 **PUBLIC WORKS FOREMAN RESIGNATION**

Motioned by Suzanne Dubeau-Pilon and resolved to accept the resignation as public works foreman from Andrew Frost effective April 15, 2022.

Carried unanimously



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101-04-2022 DIRECTOR OF PUBLIC WORKS

WHEREAS all council members will form the hiring committee for a Public Works Director;

WHEREAS this new Public Works Director position will include more project and contractual management tasks, as discussed, than the previously Public Works Foreman position;

WHEREAS Council conducted an interview as this same meeting with Mr. Christopher Sauriol;

WHEREAS Mr. Sauriol's skill set, education and knowledge meets all the requirements for a Public Works Director position;

WHEREAS Council recommends to hire Mr. Christopher Sauriol with the following conditions and in accordance with the municipal policies in force:

\$30.00/hour

40 hours per week

3 weeks holidays effective 2022

70% benefits paid, eligibility same as start date

4% pension contribution, eligibility same as start date

12 statutory holidays

12 sick days, cannot carry forward and non-redeemable

Motioned by Stéphanie Hébert-Shea and resolved that Mr. Christopher Sauriol be hired as Director of Public Works for the Municipality of Campbell's Bay, effective April 18, 2022.

Carried unanimously

NOTICE OF MOTION AND PRESENTATION OF DRAFT BYLAW – CODE OF ETHICS FOR MUNICIPAL EMPLOYEES

NOTICE OF MOTION AND PRESENTATION OF DRAFT BYLAW IF HEREIN GIVEN BY JOSEY BOUCHARD REGARDING THE CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR MUNICIPAL EMPLOYEES. The purpose of this by-law is to replace the Code of ethics and professional conduct for employees of the Municipality, in particular, to add a clarification concerning gifts and benefits received by a municipal employee.

102-04-2022 SUBSCRIPTION TO THE GROUP INSURANCE PROGRAM OF THE FÉDÉRATION QUÉBÉCOISE DES MUNICIPALITÉS AND TO A GROUP INSURANCE CONTRACT

WHEREAS the Fédération Québécoise des Municipalités (hereinafter the "FQM") has set up a group insurance program governed by one of its regulations (the "Program");

WHEREAS to this end, the FQM issued a call for tenders bearing number FQM-2021-002 dated July 5, 2021;

WHEREAS to follow up on this call for tender process, the FQM has become the Policyholder of a group insurance contract with Desjardins Financial Security, life insurance company (hereinafter: the "Contract");

WHEREAS the FQM has mandated its subsidiary FQM Assurances Inc., broker in group insurance, the mandate to see to the application of the Contract and to advise the municipalities, their officials and employees and the members of the municipal councils as to all questions where a broker's license is required under the Act respecting the distribution of financial products and services, c. D-9.2;

WHEREAS under the Municipal Code of Québec and the Cities and Towns Act, a municipality, an MRC or a municipal body may adhere, for the benefit of its officials and employees and members of its council, to an insurance contract collective whose Lessee is the FQM;

WHEREAS the Contract entered into force on January 1, 2022;



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WHEREAS the Contract is automatically renewable every year;

It is motioned by Suzanne Dubeau-Pilon and resolved:

THAT the Municipality adheres for the benefit of its civil servants and employees and the members of the municipal council to the Program and is governed by the Contract dated month day 2022;

THAT the Municipality pays the premiums for the year of coverage as well as all premiums and premium adjustments for each subsequent insurance year;

THAT the Municipality respects the terms and conditions of the Program and the Contract;

THAT the Municipality maintain its participation in the Program by subscribing, without additional formality, to any group insurance contract concluded by the FQM to respond to a call for tenders to replace the Contract and by respecting the terms and conditions;

THAT the Municipality maintain the insurance coverage provided for in the Contract or in any contract replacing it, and this, until the Municipality terminates, in accordance with the By-law, its participation by sending the FQM a written notice of at least at least one (1) year mentioning his intention to no longer participate in the Program;

THAT the Municipality empowers its Director General to perform any act and transmit any document resulting from the Municipality's adherence to the Contract or any contract replacing it;

THAT the Municipality authorizes FQM Assurances Inc. and any firm of consulting actuaries designated by the latter, to have access to its group insurance file with the insurer in compliance with the rules of protection of information personal;

THAT the Municipality grant FQM Assurance Inc. and any firm of consulting actuaries designated by the latter, the mandate to act as expert advisor and exclusive broker in group insurance and that they be the only persons appointed and authorized to represent it with the designated insurer with respect to the application of the group insurance plan;

THAT this resolution in no way limits the right of the FQM to revoke its designated representatives and substitute another;

THAT this resolution be immediate and revoke any other resolution previously granted on the same subject as this resolution, without further notice.

Carried unanimously

OVERVIEW OF NEW OBLIGATIONS RESULTING FROM THE LAW MODERNIZING THE OCCUPATIONAL HEALTH AND SAFETY SYSTEM. BILL 59

It is noted that the Director General informs Council that this substantial law presents a major refining of the Occupational Health and Safety Act and the Workplace Accidents and Occupational Diseases Act. It affects all employers in Québec, including municipalities.

SECURITY

103-04-2022 **CHIEF'S MONTHLY REPORT**

Motioned by Raymond Pilon and resolved to accept the Chief's monthly report for the month of March 2022.

Carried unanimously

104-04-2022 **REVISED - AMENDMENT TO THE AUTO DISPATCH AGREEMENT – SHAWVILLE CLARENDON FIRE DEPARTMENT - SCFD**

WHEREAS an amendment to the auto dispatch agreement with SCFD was accepted at the regular meeting of March 8, 2022;



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WHEREAS the following clause must be added to the amendment:

the new amendment will only apply during the week from Monday through Thursday from 10:00pm until 5:00 am and the weekends starting Friday from 6:00 pm to Monday 5:00am, and that all other hours for calls not falling in this time frame will be at the regular 2 hour call out;

Motioned by Jean-Pierre Landry and resolved to accept the new clause of the auto dispatch agreement that clarifies the period for which a 4 hour call out is paid.

Carried unanimously

CORRESPONDANCE

It is noted that the correspondence was sent by email to Council.

105-04-2022 AUTHORIZATION OF EXPENSE – FF TRAINING

WHEREAS two CBLFD Firefighters will start their FF1 training this year;

WHEREAS the firefighters are Natanya Dubeau and Joel Rivet;

WHEREAS on successful completion of the training, each Firefighter will receive a compensation of \$1500;

Motioned by Tim Ferrigan and resolved to authorize the expense of \$3 352 for each firefighter starting the FF1 training. The expense is allocated from the budgetary item: Fire training

Carried unanimously

INFORMATION BULLETIN FROM MSP – SRPING FRESHET CONDITIONS

It is noted that the information bulletin published by the regional direction of civil security regarding watch of the spring freshet conditions was shared with council by email.

CORRESPONDANCE

It is noted that correspondence is read by Council

REQUEST TO PURCHASE LOT 69 RIVER RD

WHEREAS a request was received to purchase a municipal lot at 69 River rd.;

Motioned by Josey Bouchard and resolved that the municipal lots along River rd. aren't for sale.

Carried unanimously

It is noted that Raymond Pilon that Soccer registration is April 13 and 14 and that the season will begin May 9 to June 18 2022

106-04-2022 CLOSING OF THE MEETING

Motioned by Stéphanie Hébert-Shea and resolved to adjourn the meeting at 8:17 PM.

Carried unanimously

Maurice Beauregard
Mayor

Sarah Bertrand
DGST