



MUNICIPALITY OF CAMPBELL'S BAY
May 3, 2022

MINUTES OF A REGULAR MEETING OF COUNCIL HELD ON MAY 3, 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.

112-05-2022 **OPENING OF THE MEETING**

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

Carried unanimously

113-05-2022 **ADOPTION OF THE AGENDA**

Motioned by Tim Ferrigan and resolved to accept the agenda as presented with addition 9d) – Purchase new welder

Carried unanimously

114-05-2022 **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 March 8 2022 and the Special meeting of March 21 2022 sent by email.

Carried unanimously

QUESTION PERIOD

It is noted that Mr. Joseph Geremian attends question period regarding a credit for water services for his building at 80 Front St.

It is noted that Mr. Geremian leaves the meeting at 7:30 pm

115-05-2022 **REQUEST FOR WATER SERVICES CREDIT – 80 FRONT ST.**

WHEREAS a request was received from Mr. Joseph Geremian regarding a credit for municipal water service for the last 2 years;

WHEREAS Mr. Geremian's water service has been turned off following his request;

WHEREAS the water service can be restored at anytime at his request;

WHEREAS regardless if the water service is turned on or off, the taxpayer must pay the annual flat rate as billed on the annual tax bill;

THEREFORE:

Motioned by Jean-Pierre Landry and resolved to deny Mr. Geremian's request for a 2 year credit for his water service.

Carried unanimously



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116-05-2022 **URBANISM**
APPROVAL OF INSPECTOR'S MONTHLY REPORT

Motioned by Stéphanie Hébert-Shea and resolved to accept the Municipal inspector's monthly report and pertaining bill of services for the month of April 2022.

Carried unanimously

MAYOR'S REPORT

It is noted that the mayor gives a monthly report

117-05-2022 **FINANCE**
MONTHLY BILLS

Motioned by Stéphanie Hébert-Shea and resolved to pay monthly bills as presented on the disbursement sheet of May 3 2022, in the amount of 84,683.81 \$

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, 3rd day of May 2022.

Sarah Bertrand
DGST

118-05-2022 **TEMPORARY LOAN – GAS TAX AND QUEBEC CONTRIBUTION PROGRAM (TECQ) 2019-2023**

WHEREAS the municipality wishes to continue with infrastructure projects approved under the TECQ 2019-2023 program;

WHEREAS the payment dates allocated by the governments of Quebec and Canada are the 15th day of the month of March;

WHEREAS the municipality must proceed with a temporary loan from the Caisse Desjardins des Rivières de Pontiac corresponding to the envelope allocated by the MAMH as part of the TECQ 2019-2023 program;

WHEREAS the amount allocated by the MAMH under the 2019-2023 TECQ program is \$964,247;

Consequently

It is moved by Jean-Pierre Landry and resolved that the council of the municipality of Campbell's Bay authorizes the mayor, Mr. Maurice Beauregard and the Director general, Mrs. Sarah Bertrand to proceed with the request for a temporary loan, from the Caisse Desjardins des Rivières de Pontiac, in the amount of \$958,625 corresponding to the envelope allocated by the MAMH letter of July 8, 2021 as part of the TECQ program for the 2019-2023 period, less the sum of \$5,622 already received on March 15, 2022 .

It is also resolved to authorize the mayor, Mr. Maurice Beauregard and the Director general, Mrs. Sarah Bertrand, to sign all the documents relating to the temporary loan with Desjardins

It is also resolved to authorize the mayor, Mr. Maurice Beauregard and the Director general, Mrs. Sarah Bertrand, to open a new account number in the name of the Municipality corresponding to all expenses authorized under the TECQ 2019-2023 program.

Carried unanimously



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119-05-2022 **AUTHORIZATION OF EXPENSE – REPAIRS TO THE OFFICE**

Motioned by Jean-Pierre Landry and resolved to authorize the expense of \$ 1568 plus taxes for the repair to the office building following the incident on March 24 2022. The expense is authorized from the budgetary item: Garage Office Maintenance

Carried unanimously

120-05-2022 **AUTHORIZATION OF EXPENSE – NEW WELDER**

Motioned by Josey Bouchard and resolved to authorize the expense of \$ 800 plus taxes for the purchase of a new welder. The expense is authorized from the budgetary item: Small tools

Carried unanimously

121-05-2022 **SALE BY PUBLIC TENDER**

Motioned by Josey Bouchard and resolved to sell by way of public tender the old welders.

Carried unanimously

122-05-2022 **INTERMUNICIPAL AGREEMENT FOR THE PURCHASE, MAINTENANCE AND USE OF A EUREKA3, ENIGMA3 AND MIKRON3 DEVICE**

CONSIDERING THAT the acoustic listening system is designed to listen underground and above ground accurately find water leaks before excavation;

CONSIDERING THAT the acoustic listening system is a necessary tool for municipalities to detect leaks quickly and efficiently;

CONSIDERING THAT the municipalities of Fort-Coulonge, Mansfield and Pontefract, Bryson and Campbell's Bay intend to jointly purchase the device, therefore, to pay each an equal sum which will be equivalent to the total cost of the device;

CONSIDERING THAT the total cost of the device is \$21,950 plus tax;

CONSIDERING THAT the municipal water operators, notably Mrs. Jessica Nilsson, operator for the Municipality of Campbell's Bay, will be responsible when using the device

CONSIDERING THAT the municipality of Fort-Coulonge will be responsible for maintenance and if the warranty conditions have expired, the costs will be divided between the municipalities;

CONSIDERING THAT in case of breakage the municipality in use will be responsible for the associated costs;

Motioned by Suzanne Dubeau-Pilon and resolved to authorize the expense of \$5 487.50 plus taxes for the joint purchase of a water leak detector device. The expense is allocated from the budgetary item: water system maintenance

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

Carried unanimously

123-05-2022 **WATER – SEWAGE – TRANSFER SITE**
AUTHORIZATION OF PURCHASE – WATER LEAK AT WELLS

Motioned by Tim Ferrigan and resolved to authorize the expense of \$1900 plus taxes for the purchase of 2 stainless steel pipes. The expense is allocated from the budgetary item: water system maintenance.

Carried unanimously



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124-05-2022 AUTHORIZATION OF EXPENSE – PORTABLE TOILETS AND HAD WASHING STATION

Motioned by Josey Bouchard and resolved to authorize the rental of 2 portable toilets and one had washing station for the summer from Shamrock Septic. The expense of \$ 6000 is allocated from the budgetary item: RA Hall Maintenance

Carried unanimously

125-05-2022 AUTHORIZATION OF EXPENSE – FLAG POLES AT MURAL PARK

Motioned by Stéphanie Hébert-Shea and resolved to authorize the purchase of two new flag poles for the mural park. The expense of \$800 plus taxes is allocated from the budgetary item: Park Maintenance

Carried unanimously

126-05-2022 AUTHORIZATION OF EXPENSE - MODIFICATION TO PLANS - WASHROOM

Motioned by Josey Bouchard and resolved to modify the plans to a wood structure for the public washroom. The amount of \$5 625 plus taxes is allocated from the park Project Budget.

Carried unanimously

PLAISIRS ACTIFS LSO

It is noted to form a committee Josey, Tim and Stephanie regarding the Plaisirs Actifs Program

127-05-2022 MADA – POSTPONING CREATION OF NEW ACTION PLAN

Motioned by Jean-Pierre Landry and resolved to temporarily postpone the creation of the MADA action plan to next year.

Carried unanimously

128-05-2022 ADOPTION OF REVISED OPERATING DEFICIT – 2022 004036 – OMH CAMPBELL'S BAY

Motioned by Tim Ferrigan and resolved to accept the revised portion of the operating deficit that the Municipality is responsible for, thus corresponding to 10% of the total operating deficit from \$6 594 to \$7 435.

Carried unanimously

129-05-2022 INSTALLATION OF NO MOTORIZED SIGNS – LUNAM PARK

Motioned by Jean-Pierre Landry and resolved those two signs be installed in the Lunam Park prohibiting motorized vehicles.

Carried unanimously

130-05-2022 REFURBISHING THE ATV TRAIL ALONG FRONT ST

Motioned by Jean-Pierre Landry and resolved to ask the MRC Pontiac, owner of the property on which the ATV trail is located and adjacent to Front St, to verify the soil erosion by the ATV traffic and assess the possible damage to the maple trees.

Carried unanimously

EMPLOYEES

IN CAMERA

It is noted that Stéphanie Hébert-Shea authorizes sitting in-camera at 8:56 to 9.00 pm



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131-05-2022 **BY-LAW NUMBER 101-2022 EDICTING THE CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR EMPLOYEES OF THE MUNICIPALITY OF CAMPBELL'S BAY**

WHEREAS the Municipal Ethics and Deontology Act (LEDMM), assented to on December 2, 2010, created the obligation for all local municipalities to adopt a code of ethics and deontology that sets out the main values of the Municipality in terms of ethics and the rules that must guide the conduct of employees;

WHEREAS the Act to amend the Act respecting elections and referendums in municipalities, the Act respecting ethics and professional conduct in municipal matters and various legislative provisions, commonly known as "PL 49" and assented to November 5, 2021, requires the addition of a rule relating to the receipt of a gift or advantage by an employee;

WHEREAS, in accordance with Article 18 of the LEDMM, any decision relating to the adoption of the Code of Ethics and Professional Conduct is taken by regulation;

WHEREAS a notice of motion was given at a council meeting held on April 5, 2022;

WHEREAS the adoption was preceded by the presentation and filing of a draft by-law dated April 5, 2022 as well as an employee consultation on the draft by-law held on April 20 and 27, 2022 ;

WHEREAS, in accordance with section 12 of the said Act, a public notice containing a summary of the draft regulation was published on April 20, 2022;

WHEREAS Council deems it appropriate, essential and in the public interest to comply with the requirements of the Act by amending the Code of Ethics and Professional Conduct for Municipal Employees;

CONSEQUENTLY, it is moved by Jean-Pierre Landry and unanimously resolved that BY-LAW NUMBER 101-2022 EDICTING THE CODE OF ETHICS AND PROFESSIONAL CONDUCT FOR EMPLOYEES OF THE MUNICIPALITY OF CAMPBELL'S BAY be adopted:

Carried unanimously

132-05-2022 **GROUP INSURANCE ELIGIBILITY DATE FOR ADMINISTRATIVE ASSISTANT**

It is motioned by Tim Ferrigan and resolved that the group insurance eligibility date for the administrative assistant, Samantha Dagenais, be same as start date.

Carried unanimously

133-05-2022 **GROUP INSURANCE EMPLOYER CONTRIBUTION**

It is motioned by Suzanne Dubeau-Pilon and resolved that the employer contribution for all class 1 employees be 70% instead of 50%.

Carried unanimously

134-05-2022 **APPLICATION FOR SALARY SUBSIDY – EMPLOI QUÉBEC – ADMINISTRATIVE ASSISTANT AND PUBLIC WORKS LABOURER**

Moved by Stéphanie Hébert-Shea and resolved to authorize Mrs. Sarah Bertrand, Director general, to file two wage subsidy applications with Emploi-Québec for the positions of administrative assistant and laborer public works.

It is also resolved to authorize Mrs. Bertrand to sign all documents relating to the requests.

Carried unanimously



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135-05-2022 **CANADIAN LINEN SERVICE – PUBLIC WORKS COVERALLS**

Motioned by Tim Ferrigan and resolved to authorize the Director General to sign a contract with Canadian Linen Services for a base monthly fee of \$35 per week. The expense is allocated from the budgetary item: boots and clothing.

Carried unanimously

136-05-2022 **CANADA SUMMER JOB**

Motioned by Tim Ferrigan and resolved to change the assistant fire chief posting to a second sport and leisure coordinator to help animate the summer camp in conjunction with the Maison des Jeunes.

Carried unanimously

SECURITY **CHIEF'S MONTHLY REPORT**

137-05-2022 **AUTHORIZATION OF EXPENSE – BUNKER SUITS AND HELMETS**

Motioned by Suzanne Dubeau-Pilon and resolved to authorize the expense of 2 new bunker suits and helmets as budgeted. The expense is allocated from the budgetary item: Fire – bunker suits

Carried unanimously

138-05-2022 **USE OF THE FLASHING GREEN LIGHT BY MUNICIPAL FIREFIGHTERS**

CONSIDERING the by-law on the flashing green light resulting from the Highway Safety Code (chapter C-24.2, s. 621, 1st par., Par. 5.2 °) has been enacted by the government, on April 1, 2021;

CONSIDERING this by-law sets the conditions under which a firefighter can obtain from the SAAQ the authorization to use on a road vehicle other than an emergency vehicle, a flashing green light when responding to an emergency call from a fire safety service;

CONSIDERING the Director of the fire department of the municipality recommends the use of a flashing green light;

Consequently, it is motioned by Raymond Pilon and resolved that the Municipality of Campbell's Bay authorize firefighters to obtain the necessary certifications from the Société d'assurance automobile du Québec (SAAQ) for the use of green flashing lights, as of now;

In addition, the Municipality authorizes the Director general to sign for and on behalf of the Municipality of Campbell's Bay, all the documents necessary for the implementation of this resolution.

It is also resolved to allow the Director General to issue and sign the certificates of recommendation, to authorize the use of the flashing green light by the firefighters

It is also resolved that the Director of the Fire Department supervise its application as detailed by the law and its regulations.

Carried unanimously

AUTO DISPATCH AGREEMENT WITH BRYSON AND IDGC – EXPIRED

It is noted that a fire committee meeting with Litchfield is to be planned to discuss the expiration of the temporary auto dispatch agreement with Bryson and Ile du Grand Calumet which expired on March 23 2022

IN CAMERA



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It is noted that Josey Bouchard authorizes to sit in-camera from 9:03 to 9:07 pm

139-05-2022 **PUBLIC WORKS LABOURER – SALARY REVIEW**

Motioned by Suzanne Dubeau-Pilon and resolved to increase the hourly wage of Denis Dagenais by 7.5%.

It is noted that this situation was studied through fully and that an exception for salary review mid-year was granted considering that current labour shortage and challenges employers are facing.

Carried unanimously

CORRESPONDANCE

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

140-05-2022 **MUNICIPAL MENTAL HEALTH PROCLAMATION**

CONSIDERING THAT National Mental Health Week runs from May 2 to 8, 2022;

CONSIDERING THAT the Canadian Mental Health Association – Quebec Division, a member of the network that has initiated the event for 71 years, invites this year to become aware of the importance of empathy;

CONSIDERING THAT we all have mental health that needs to be taken care of and that it has been tested in many ways during the pandemic;

CONSIDERING THAT mental health promotion campaigns aim to improve the mental health of the population of Quebec;

CONSIDERING THAT municipalities contribute to the well-being of the population by creating environments conducive to neighborhood life;

CONSIDERING THAT mental health is a collective responsibility and that it must be shared by all actors in society;

CONSIDERING THAT it is in the general interest that all municipalities in Quebec support National Mental Health Week;

Accordingly, it is proposed that the Municipality of Campbell's Bay proclaim the week of May 2-8, 2022 as Mental Health Week and invite all citizens, businesses and institutions to #Parlerpourvrai and share the National Mental Health Week Campaign Toolkit, whose theme is empathy. Together, let's help transform our municipality into an environment that supports citizens' mental health.

Motioned by Josey Bouchard

Carried unanimously

141-05-2022 **RESOLUTION OF SUPPORT – MRC DES SOURCES 2021-11-11506 – BILL 103**

Motioned by Jean-Pierre Landry and resolved to support resolution number 2021-11-11506 from the MRC des Sources regarding legal dispositions linked to agriculture attached hereto to form an integral part.

Carried unanimously

142-05-2022 **CLOSING OF THE MEETING**

Motioned by Tim Ferrigan and resolved to adjourn the meeting at 9:13 PM.



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Carried unanimously

**Maurice Beauregard
Mayor**

**Sarah Bertrand
DGST**