



MUNICIPALITY OF CAMPBELL'S BAY

June 7, 2022

MINUTES OF A REGULAR MEETING OF COUNCIL HELD ON JUNE 7, 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.

143-06-2022

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

144-06-2022

ADOPTION OF THE AGENDA

Motioned by Tim Ferrigan and resolved to accept the agenda as presented with addition 11 i) – ½ ton truck

Carried unanimously

145-06-2022

ADOPTION OF THE MINUTES – REGULAR MEETING OF MAY 3, 2022 AND SPECIAL MEETING OF APRIL 14, 2022

Motioned by Jean-Pierre Landry and resolved to adopt the minutes of the last meeting of May 3, 2022 and the Special meeting of April 14, 2022 sent by email.

Carried unanimously

QUESTION PERIOD

It is noted that there are no visitors.

URBANISM

146-06-2022

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 May 2022.

Carried unanimously

REQUEST FOR MODIFICATION TO ZONING BYLAW NO 52-03 – 3, 5 RINGROSE ST

It is noted that a request from the owner of 1-5 Ringrose St, Mr. Sonny Ballinger was received regarding a modification to zoning bylaw no 52-03 to allow a 5-unit building. Currently 4 units are the maximum allowed.

147-06-2022

AUTHORIZATION OF EXPENSE – DOSSIER NO PFD-GED.FID791358

Motioned by Jean-Pierre Landry and resolved to pursue with legal actions regarding dossier no PFD-GED.FID791358. The expense is authorized from the budgetary item: Legal expenses

Carried unanimously

MAYOR'S REPORT

It is noted that the mayor gives a monthly report



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FINANCE

148-06-2022

MONTHLY BILLS

Motioned by Tim Ferrigan and resolved to pay monthly bills as presented on the disbursement sheet of June 7 2022, in the amount of \$ 642,428.14

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, 7th day of June 2022.

Sarah Bertrand
DGST

149-06-2022

FRONT STREET WATERMAIN PROJECT – PAYMENT NO 1 – ENTREPRISES G.N.P.

WHEREAS the municipality received payment recommendation no 1 from CIMA+ for the amount of \$ 542 141.59 incl taxes for contractual work performed up till May 27 2022 thus representing 72.3% of the original contract;

It is moved by Jean-Pierre Landry and resolved that the municipality of Campbell's Bay authorize the payment of \$542 141.59. The amount is authorized from the 2019-2023 TECQ programming approved by MAMH on October 28. 2021 and allocated from the temporary loan no 0080522-PR1.

Carried unanimously

150-06-2022

AUTHORIZATION OF EXPENSE – NEW PUSH LAWNMOWER

Motioned by Suzanne Dubeau-Pilon and resolved to authorize the expense of \$ 750 plus taxes for the purchase of a new push mower. The expense is authorized from the budgetary item: General supplies.

Carried unanimously

151-06-2022

AUTHORIZATION OF EXPENSE – LIDS FOR GARBAGE CANS

Motioned by Stéphanie Hébert-Shea and resolved to authorize the expense of \$ 800 plus taxes for the purchase of 6 steel dome lids for the outdoor garbage cans. The expense is authorized from the budgetary item: Park Maintenance.

Carried unanimously

152-06-2022

AUTHORIZATION TO PROCEED WITH FINANCING – NEW FORD TRUCK

Motioned by Suzanne Dubeau-Pilon and resolved to finance the purchase amount of \$61,068.18 for the new FORD truck for 3 years at 6.20 % rate.

Carried unanimously

INTERMUNICIPAL AGREEMENT SHARED PAYROLL FOR WATER TECHNICIAN – OTTER LAKE

WHEREAS the Municipality of Campbell's Bay has employed Mrs. Jessica Nilsson as water system operator since Feb 2018;

WHEREAS the terms of employment with the Municipality of Campbell's Bay are based on 22 hours per week;

WHEREAS Mrs. Nilsson is also employed for the Municipality of Otter Lake, based on 13 hours per week;

WHEREAS combining both work week schedules will make a full-time position for Mrs. Nilsson based on 35 hours per week;

WHEREAS both Councils of the Municipalities of Campbell's Bay and Otter Lake deem it appropriate to offer a fair and profitable salary for Mrs. Nilsson;

THEREFORE:



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Motioned by Josey Bouchard and resolved that the Municipality of Campbell's Bay will employ Mrs. Nilsson on a fulltime basis, based on 35 hours per week and that the Municipality of Otter Lake pay their share of benefits, pension and employer contributions pertaining to 13 hours.

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

Carried unanimously

154-06-2022

LIST OF BUILDINGS LAND SALE FOR NON-PAYMENT OF TAXES – SEPTEMBER 8, 2022

WHEREAS the Secretary-Treasurer submits to Council, for examination and consideration, a statement of property taxes due to the Municipality, as of September 8, 2022, in accordance with the requirements of Article 1022 of the Municipal Code of the Province of Quebec;

It is moved by Stéphanie Hébert-Shea and resolved

THAT said statement be and is approved by Council and that the Secretary-Treasurer, Director General take the required procedures with the MRC Pontiac for the sale all the buildings in the municipality whose property taxes have not been paid.

Carried unanimously

155-06-2022

MANDATE FOR A REPRESENTATIVE TO AUTHORIZE THE SECRETARY-TREASURER OR A REPRESENTATIVE TO BID FOR THE ACQUISITION OF CERTAIN BUILDINGS OFFERED FOR SALE FOR NON-PAYMENT OF TAXES

WHEREAS the Municipality of Campbell's Bay may bid on and acquire buildings offered for sale for unpaid municipal taxes, in accordance with article 1038 of the Municipal Code;

WHEREAS certain buildings will be put up for sale for non-payment of taxes, according to the resolution bearing number 154-06-2022;

WHEREAS this Council deems it appropriate to authorize the secretary-treasurer, director general or a representative to bid and acquire some of the properties put up for sale for non-payment of taxes;

It is moved by Stéphanie Hébert-Shea and resolved

THAT in accordance with the provisions of the Municipal Code, this Council authorizes the secretary-treasurer, director general, Mrs. Sarah Bertrand to bid for and on behalf of the municipality for certain buildings subject to the sale for non-payment of taxes to be held on September 8, 2022, up to the amount of taxes, capital, interest and costs.

Carried unanimously

156-06-2022

WATER – SEWAGE – TRANSFER SITE AUTHORIZATION OF EXPENSE –QUALITY CONTROL – FRONT ST WATERMAIN PROJECT

WHEREAS the Municipality launched an invitation to tender for the supply of professional laboratory services to ensure the control of materials as part of the repair and looping of the Front Street watermain project;

WHEREAS the following service offers were received:

Les Services exp inc.	\$27 212.28
ABC	\$39 964.16
Englobe	\$49 363.37
Golder	\$49 923.29
SNC Lavalin	invité, mais n'a pas soumissionné

WHEREAS CIMA+ has reviewed the service offers and recommends to mandate the lowest bidder;

Motioned by Jean-Pierre Landry and resolved to accept the service offer from les Service EXP inc for the amount of \$27 212.28. The amount is authorized from the 2019-2023 TECQ programming approved by MAMH on October 28. 2021 and allocated from the temporary loan no 0080522-PR1.

Carried unanimously



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157-06-2022 **AUTHORIZATION OF EXPENSE – SOLAR MONITORING SERVICE – TRANSFER SITE**

Motioned by Tim Ferrigan and resolved to authorize the expense of \$2 400 plus taxes for the supply and installation of an off-grid monitoring system at the transfer site. The expense is allocated from the budgetary item: Transfer site Maintenance

Carried unanimously

158-06-2022 **AUTHORIZATION OF EXPENSE – DRINKING WATER QUALIFICATION PROGRAM**

Motioned by Stéphanie Hébert-Shea and resolved to authorize the expense of \$3 978.14 plus registration fees for the Drinking water qualification program for Chris Sauriol. The expense of is allocated from the budgetary item: water system maintenance.

It is also resolved that the Director General, Sarah Bertrand, complete and sign an application for wage subsidy and training with Emploi Québec

Carried unanimously

R.A. CENTRE – RINK - PARKS

159-06-2022 **CONCRETE STEPS AT RINK**

Motioned by Suzanne Dubeau-Pilon and resolved to proceed with a quote for the supply and installation of new concrete steps at the rink.

Carried unanimously

160-06-2022 **AUTHORIZATION OF EXPENSE – GREEN THUMB CHALLENGE**

Motioned by Stéphanie Hébert-Shea and resolved to authorize the expense of \$500 for the Green Thumb challenge expenses. The expense is allocated from the budgetary item: Floral maintenance.

Carried unanimously

It is noted that Councilors Jean-Pierre Landry and Josey Bouchard abstain from voting since they will participate in the challenge.

161-06-2022 **AUTHORIZATION OF EXPENSE – SPLASHPAD MAINTENANCE**

Motioned by Josey Bouchard and resolved to authorize the expense of \$900 plus taxes for the yearly maintenance of the splashpad by Blue Heron Landscaping. The expense is allocated from the budgetary item: Splashpad maintenance

Carried unanimously

162-06-2022 **PARK PROJECT – TENDER NO 01-2022**

WHEREAS the Municipality launched an invitation to tender no 01-2022 on April 23, 2022;

WHEREAS one (1) bid was received: **Jason Hynes Construction \$ 68 858.53 incl taxes**

Motioned by Tim Ferrigan and resolved to accept the bid submitted by Jason Hynes Construction for the amount of \$68 858.53 incl taxes.

Carried unanimously

163-06-2022 **PARK PROJECT – TENDER 02-2022**

WHEREAS the Municipality launched an invitation to tender no 02-2022 on April 23, 2022;

WHEREAS one (1) bid was received: **Jambette 102 902.63**

WHEREAS the tender details were revised and the final bid received from Jambette is \$78 539.71 incl taxes;

Motioned by Stéphanie Hébert-Shea and resolved to accept the revised bid submitted by Jambette for the amount of \$78 539.71 inc taxes

Carried unanimously



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164-06-2022 AUTHORIZATION OF EXPENSE – PICNIC TABLES

Motioned by Suzanne Dubeau-Pilon and resolved to purchase 10 picnic tables for the amount of \$2000. The expense is allocated from the budgetary item: Park Maintenance.

It is also resolved to transfer \$2000 from the budgetary item: RA Revenue to Park Maintenance.

Carried unanimously

165-06-2022 DATE CHANGE FOR JULY 2022 REGULAR MEETING

Motioned by Stéphanie Hébert-Shea and resolved to change the regular meeting of council for the month from July 12 to July 19th.

It is noted that in accordance with article 148.0.1 of the Municipal Code, a public notice will be posted.

Carried unanimously

MMQ DIVIDENDS

It is noted that the Municipality received \$709 as part of the 2021 MMQ dividend distribution to its members.

ETHICS AND PROFESSIONAL CONDUCT TRAINING FOR ELECTED OFFICIALS

It is noted that in accordance to article 15 of the Act respecting ethics and professional conduct for municipal matters (CQLR chapter E-15.1.0.1), all Council members declared on April 5, 2022, that they have participated in a professional development program/training on municipal ethics and good conduct that took place on March 12, 2022.

It is also noted that the Municipality must keep up to date on its website a list of the council members who have participated in the program/training.

166-06-2022 COMPLIANCE AUDIT - TRANSMISSION OF FINANCIAL REPORTS

WHEREAS in virtue of article 86.7 of the Act respecting the Commission municipal (CMQ), the CMQ transmitted the audit report on the transmission of the financial report to the Minister of Municipal Affairs and Housing (MAMH);

WHEREAS under section 86.8 of the Act, the report must be tabled at the council meeting following its reception;

Consequently,

Motioned by Jean-Pierre Landry and resolved to confirm receipt of the report and to send a true copy of this council resolution officiating its deposit to the CMQ.

Carried unanimously

167-06-2022 AUTHORIZATION OF EXPENSE – EMC CONSULTANTE SERVICES – RINK

Motioned by Stéphanie Hébert-Shea and resolved to hire EMC Consultante to research grants available for the construction of a new municipal rink. The expense is allocated from the budgetary item: professional services.

Carried unanimously

168-06-2022 ADULT BALL LEAGUE FUNDRAISER – JUNE 12 2022

WHEREAS on Sunday June 12, the local adult ball league that has donated over 20k to the municipality in recent years will be hosting an evening with all profits going to the Beaugard family and the evening will include a community BBQ, live music and ball;

Motioned by Jean-Pierre Landry and resolved that the Municipality authorize the following:

TO close Second Street from 3pm Sunday until 2am as indicated and that the municipal staff to deliver and install these barricades at 3pm;

TO extend the noise bylaw no 2011-03, section 3, from 10 pm to midnight on June 12 2022;



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TO allow the use any pop-up tents that the festival has purchased or that the town has in their possession for that weekend;

TO allow the use of the municipal BBQs full of propane and that the municipality pay for any propane used to support the event;

TO allow the use of any picnic tables / benches that belong to the Municipality;

TO allow the use of two pieces of the staging from the RA Hall;

Carried unanimously

It is noted that Councilor Tim Ferrigan abstains from voting due to his involvement regarding the organization of this event.

169-06-2022

MUSIC FESTIVAL – MURAL PARK – JULY 21 – 22, 2022

CONSIDERING THAT council had previously agreed to offer the late Cletus Ferrigan the RA hall free of charge to run his music festival event for the weekend of July 21-23, 2022;

CONSIDERING THAT the event was postponed multiple times due to both covid regulations and the covid vaccination clinic extensions;

CONSIDERING THAT \$1240 worth of donations were made to the municipality at the request of Cletus final wishes to go towards the playground expansion project;

CONSIDERING THAT we are still unable to use the RA Hall and to keep the event in town, it must run it at the mural park which incurs more expenses;

THEREFORE

Motioned by Stéphanie Hébert-Shea and resolved to make a donation equivalent to the amount of the value of the RA Hall weekend rental, \$700, to help move forward with his final passion project.

It is noted that in return, if the event turns a profit, it will be donated in its entirety to the playground expansion project before the end of July 2022.

It is also resolved that the Municipality authorize the following:

TO close Front St, from Leslie to Ringrose, as indicated from Friday to Sunday, July 21-23, 2022;

TO close Ringrose St as indicated from Friday to Sunday, July 21-23, 2022;

TO extend the noise bylaw 2011-03, section 3 from 10 pm to 2am July 21 and 22 2022;

TO allow use any pop-up tents that the festival has purchased or that the town has in their possession for that weekend.

TO allow the use of the municipal BBQs for that weekend.

TO allow the use of any picnic tables / benches that belong to the municipality for that weekend and that they be delivered Friday morning by the municipal staff.

Carried unanimously

It is noted that Councilor Tim Ferrigan abstains from voting due to involvement in organizing this event

170-06-2022

PARTNERSHIP AGREEMENT FOR THE DEPLOYMENT OF CHARGING STATIONS (240V) FOR ELECTRIC VEHICLES

WHEREAS the Municipality wishes to be part of the Electric Circuit and that Hydro Québec accepts that it does so on condition that it adheres to the operating rules of the Electric Circuit;

Motioned by Josey Bouchard and resolved to enter into agreement with Hydro Quebec for the deployment of charging stations (240v) for electric vehicles, as presented to Council.

It is also resolved that he Director General sign the said agreement.

Carried unanimously



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- 171-06-2022** **AUTHORIZATION OF EXPENSE – REPLACE HYDRO STACK AT RA HALL**
- Motioned by Jean-Pierre Landry** and resolved to authorize the replacement of the hydro stack at the RA Hall. The expense is allocated from the budgetary item: RA hall maintenance.
- Carried unanimously**
- EMPLOYEES**
- 172-06-2022** **NOTICE OF MOTION AND PRESENTATION OF DRAFT BYLAW – MODIFYING BYLAW 101-2022 - 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 modification of by-law is to replace article 8.7.1 regarding sobriety in the workplace.
- 173-06-2022** **MODIFICATION TO EMPLOYEE POLICY**
- Motioned by Suzanne Dubeau-Pilon** and resolved that the Employee policy be modified to add:
- The public works employee on call after hours can use the municipal truck for any call received after working hours and that the employee can also bring the truck home overnight during the on call period which is Thursday to Thursday.*
- Carried unanimously**
- SECURITY**
- 174-06-2022** **INTERMUNICIPAL AGREEMENT FOR MUTUAL ASSISTANCE IN FIREFIGHTING WITH THE MUNICIPALITIES OF BRYSON AND ILE DU GRAND CALUMET**
- WHEREAS** as resolved and discussed at the Campbell's Bay Litchfield Fire safety committee meeting hold on May 25, 2022, it was understood that if Bryson and IDGC didn't significantly commit to resolving their problems allowing them to adequately serve their own territory, that the mutual aid agreement would be terminated as of October 5 2022;
- WHEREAS** as of March 23, 2022, the temporary auto dispatch agreement has expired and neither municipality has requested to renew it;
- WHEREAS** since then, both municipalities jointly hired a person 2 days a week, however Council does not accept this has significant commitment to resolve their issues and will proceed with the termination of the agreement.
- WHEREAS** a 3-month notice must be sent to each Municipality, therefore formal notice to terminate agreement must be sent no later than July 5 2022;
- Motioned by Tim Ferrigan** and resolved to send notice to terminate the agreement for mutual assistance in firefighting with the Municipalities of Bryson and Ile du Grand Calumet as of October 5, 2022.
- Carried unanimously**
- 175-06-2022** **AUTHORIZATION OF EXPENSE AND RENEWAL OF DISASTERS SERVICE AGREEMENT - RED CROSS**
- Motioned by Jean-Pierre Landry** and resolved to renew the agreement with the Red Cross for services to disaster victims and to authorize the expenditure of \$180 for the annual contribution. The expense is allocated from the budget item: Public relations and donations.
- Carried unanimously**
- 176-06-2022** **AUTO DISPATCH AGREEMENT WITH SCFD**
- Motioned by Jean-Pierre Landry** and resolved to rescind resolution number 104-04-2022 and to approve a 4-hour minimum call out for all auto dispatched fires from SCFD, 24 hours a day, 7 days a week.
- Carried unanimously**
- 177-06-2022** **AUTHORIZATION – NEW JOINT FIRE SAFETY SERVICE AGREEMENT – MUNICIPALITY OF LITCHFIELD**
- Motioned by Suzanne Dubeau-Pilon** and resolved to proceed with a service offer from Deveau Avocat for the preparation of a new joint service agreement for fire safety services with the Municipality of Litchfield.



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Carried unanimously

178-06-2022 **AUTHORIZATION - NEW FIRE HALL DOSSIER – SERVICE OFFERS - STUDIES**

WHEREAS the Municipality of Campbell's Bay wishes to submit an application for financial assistance under the regarding the new construction of a fire hall under the Programme d'amélioration et de construction d'infrastructures municipales (PRACIM) volet 2 administered through the MAMH:

WHEREAS at the time of filing an application, the transmission of a report from a neutral and competent professional confirming the problem or the current state of the building is recommended;

Motioned by Suzanne Dubeau-Pilon and resolved to proceed with offer of service from CIMA and Mr. Richard Lefebvre for the preparations of required reports.

Carried unanimously

CORRESPONDANCE

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

179-06-2022 **REQUEST FROM ÉCOLE L'ENVOLÉE – TREE PROJECT**

Motioned by Stéphanie Hébert-Shea and resolved to contribute \$250 to the École L'Envolé grade 6 tree project. The expense is allocated from the budgetary item: Public relations and good will.

Carried unanimously

180-06-2022 **RESOLUTION REQUESTING MAMH TO EXTEND THE PRABAM PROGRAM**

WHEREAS in March 2021, the Government of Quebec presented the Action Plan for the Construction Sector, which aims to take full advantage of the Quebec Infrastructure Plan and revive the economy in the context of the pandemic;

WHEREAS one of the measures of this plan is to set up a program with an envelope of \$90 million to provide financial assistance to municipalities with a population of 5,000 or less to enable them to carry out work quickly in their municipal buildings;

WHEREAS the work must be carried out between June 1, 2021 and May 31, 2023

WHEREAS some municipalities wish to take advantage of this program, but that they face a labour shortage when they have to use the services of architectural or engineering firms;

WHEREAS the time required by architectural or engineering firms to deliver the work far exceeds the deadlines required by municipalities to conduct a tendering process, approvals by Council and the completion of the work;

It is proposed by Jean-Pierre Landry and resolved unanimously,

That the Council of the Municipality of Campbell's Bay ask the Ministère des Affaires municipales et de l'Habitation to extend the deadline to municipalities under the Municipal Building Financial Assistance Program (PRABAM);

THAT a copy of this resolution be sent to the Minister of Municipal Affairs and Housing, the Provincial Deputies, the FQM, the RCMs and the municipalities of Quebec.

Carried unanimously

181-06-2022 **CLOSING OF THE MEETING**

Motioned by Stéphanie Hébert-Shea and resolved to adjourn the meeting at 8:45 PM.

Carried unanimously

Maurice Beauregard
Mayor

Sarah Bertrand
DGST