



## **MUNICIPALITY OF CAMPBELL'S BAY**

### **December 6, 2022**

**MINUTES OF A REGULAR MEETING OF COUNCIL HELD ON DECEMBER 6, 2022 AT THE TOWN HALL SITUATED AT 59 LESLIE STREET, MUNICIPALITY OF CAMPBELL'S BAY.**

**PRESENTS ARE:**

Acting Mayor Tim Ferrigan

**COUNCILLORS:**

Raymond Pilon

Jean-Pierre Landry

Stephanie Hébert-Shea

Suzanne Dubeau-Pilon

Councillor Josey Bouchard motivated her absence.

**Also attending the meeting is Director General and Secretary-Treasurer, Sarah Bertrand. Chris Sauriol, Director of Public Works.**

**315-12-2022      OPENING OF THE MEETING**

The above-named person's present forming quorum, **motioned by Suzanne Dubeau-Pilon and** resolved to open the meeting at 7:20 PM presided by acting mayor Tim Ferrigan

**Carried unanimously**

**316-12-2022      ADOPTION OF THE AGENDA**

**Motioned by Stéphanie Hébert-Shea** and resolved to accept the agenda as presented.

**Carried unanimously**

**317-12-2022      ADOPTION OF THE MINUTES – REGULAR MEETING OF NOVEMBER 1 AND SPECIAL MEETINGS NOVEMBER 3 AND 14 2022**

**Motioned by Jean-Pierre Landry** and resolved to adopt the minutes of the last meeting of November 1, 2022 and special meetings November 3 and 14, 2022 sent by email.

**Carried unanimously**

**QUESTION PERIOD**

**It is noted that** there are no visitors.

**URBANISM**

**318-12-2022      APPROVAL OF INSPECTOR'S MONTHLY REPORT**

**Motioned by Stephanie Hébert-Shea** and resolved to accept the Municipal Inspector's monthly report and pertaining bill of services for the month of November 2022.

**Carried unanimously**

**PUBLIC WORKS**

**319-12-2022      APPROVAL OF DIRECTOR OF PUBLIC WORKS MONTHLY REPORT**

**Motioned by Suzanne Dubeau-Pilon** and resolved to accept the monthly report of the Director of Public Works as presented.

**Carried unanimously**



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#### VEHICLES AND EQUIPMENT

##### **320-12-2022      SALE BY PUBLIC TENDER – DUMP TRAILER - RESULTS**

**Motioned by Stéphanie Hébert-Shea** and resolved to accept the highest bid of \$3 150 from Sable et Gravier Morin.

**Carried unanimously**

##### **321-12-2022      AUTHORIZATION OF PURCHASE – WINTER TIRES FOR THE ½ TON**

**Motioned by Jean-Pierre Landry** and resolved to authorize the expense of \$1700 plus taxes for the purchase of 4 new winters tires on rims. The expense is allocated from the budgetary item: vehicles.

**Carried unanimously**

#### WATER – SEWAGE – TRANSFER SITE

##### **322-12-2022      AUTHORIZATION OF PURCHASE – STATIS MIXER – WATER SOFTENER**

**Motioned by Stéphanie Hébert-Shea** and resolved to purchase a new statis mixer for the water softener. The expense of \$1000 plus taxes is allocated from the budgetary item: Water Softener Maintenance.

**Carried unanimously**

##### **323-12-2022      AUTHORIZATION OF PURCHASE – EXTRA COSTS FOR WELL INSPECTION**

**Motioned by Jean-Pierre Landry** and resolved to authorize up to \$10,000 for incidental costs regarding the removal of the pump from well 04. This expense would be allocated from accumulated surplus.

**Carried unanimously**

#### RA CENTRE – RINK – PARKS

##### **324-12-2022      AUTHORIZATION OF EXPENSE – CRANE RENTAL FOR NEW WASHROOM**

**Motioned by Jean-Pierre Landry** and resolved to authorize the expense of \$4000 plus taxes for the rental of a crane for the installation of the washroom. The expense is allocated from the budgetary item: Park Project.

**Carried unanimously**

#### MRC/REGIONAL REPORT

**Is it noted that** Councilor Raymond Pilon gives a report from the MRC.

##### **325-12-2022      MRC YOUTH COUNCIL**

**Motioned by Raymond Pilon** and resolved to nominate Jean-Michel Landry as representative for the Municipality of Campbell's Bay on the MRC Youth Council.

**Carried unanimously**

#### FINANCE

##### **326-12-2022      MONTHLY BILLS**

**Motioned by Raymond Pilon** and resolved to pay monthly bills as presented on the disbursement sheet of December 6 2022, in the amount of \$ 62,979.99



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**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, 6<sup>th</sup> day of December 2022.

Sarah Bertrand  
DGST

**327-12-2022      NOTICE OF MOTION – 2023 TAXATION BYLAW**

**A NOTICE OF MOTION IS HEREBY GIVEN BY SUZANNE DUBEAU-PILON** THAT AT A SUBSEQUENT MEETING OF THE COUNCIL A BYLAW PERTAINING TO THE 2023 TAXATION RATE AND SERVICES WILL BE PRESENTED

**Carried unanimously**

**328-12-2022      FINANCIAL CONTRIBUTION REQUEST – SPORTS AND LEISURE - MUNICIPALITY OF LITCHFIELD**

**WHEREAS** the Municipality of Campbell's Bay will be replacing the concrete steps at the rink (quote received of \$18,000), replacing the inner corners of the rink, replacing the retaining wall, replacing the snow blower, replacing the carpet for laminate flooring and adding a kitchen sink at the Maison des Jeunes;

**WHEREAS** including the increase of cost in materials and labour, we can expect the budget to increase by as much as \$45,000;

**WHEREAS** over the last year, the participation of youth from both municipalities of Campbell's Bay and Litchfield at the MDJ and rink/skatepark has been higher than ever;

**WHEREAS** it is an important component of the services offered to the public in terms of sports and leisure;

**CONSEQUENTLY,**

**Motioned by Suzanne Dubeau-Pilon** and resolved to ask the Municipality of Litchfield to consider increasing their annual contribution of \$7 500. It is noted that Council believes something between \$15 000 and \$20 000 would be a more proportional contribution.

**Carried unanimously**

**EMPLOYEES**

**329-12-2022      CANADA SUMMER JOBS PROGRAM**

**Motioned by Stéphanie Hébert-Shea** and resolved to authorize the Director General, Sarah Bertrand, to deposit a wage subsidy application for 2 summer day camp animators.

**It is also resolved to** authorize Ms. Sarah Bertrand, Director General, as delegated agent to follow up on the request for financial support and to sign the financial assistance agreement on behalf of the Municipality of Campbell's Bay.

**Carried unanimously**

**330-12-2022      FINANCIAL SUPPORT PROGRAM FOR FAMILY-WORK BALANCE INTENDED FOR WORKPLACES**

**WHEREAS**, under the financial support program for family-work balance intended for workplaces, the Ministère de la Famille provides financial support to employers who wish to adopt good practices in family-work balance in order to improve the quality of life of workers with family responsibilities;



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**WHEREAS** the Municipality of Campbell's Bay wishes to submit a request for financial support to the Department in 2022-2023 as part of the Program for the Family-Work Balance project;

**Motioned by Stéphanie Hébert-Shea** and resolved that Council:

Authorizes the request for financial support under the Program for the Family-work balance project;

Authorizes Ms. Sarah Bertrand, Director General, as delegated agent to follow up on the request for financial support and to sign the financial assistance agreement on behalf of the Municipality of Campbell's Bay.

**Carried unanimously**

#### SECURITY

#### **331-12-2022      CHIEFS MONTHLY REPORT**

**Motioned by Raymond Pilon** and resolved to accept the Chief's monthly report as presented

**Carried unanimously**

#### **332-12-2022      NEXT GENERATION 9-1-1 AUTHORITY SERVICE AGREEMENT**

**Motioned by Jean-Pierre Landry** and resolved to authorize Ms. Sarah Bertrand, Director General, as delegated agent to sign the agreement on behalf of the Municipality of Campbell's Bay.

**Carried unanimously**

#### NEW FIRE HALL DOSSIER - PRACIM – UPDATE

**It is noted that** an email received from MAMH informs is that the *Direction des infrastructures aux collectivités (DIC)* has completed the analysis of the request for financial assistance regarding the construction of a new firehall. The application is complete and does not require the transmission of additional information.

However, depending on its budget availability, the Department is currently unable to pre-select the Municipality for financial assistance. The request still remains active. However, please note that your project will certainly not be eligible for pre-selection before May 2023.

#### CORRESPONDANCE

#### **333-12-2022      AUTHORIZATION OF EXPENSE – HYDRANT MAINTENANCE**

**Motioned by Suzanne Dubeau-Pilon** and resolved to authorize the expense required for the maintenance and repair of 3 hydrants by Stelem. The expense is allocated from the budgetary item: Hydrant Maintenance

**Carried unanimously**

#### **334-12-2022      2023 COUNCIL MEETING CALENDAR**

**Motioned by Jean-Pierre Landry** and resolved to accept the 2023 meeting calendar as presented. It is noted that a public notice will be posted in accordance with article 148 of the Municipal Code of Québec.

**Carried unanimously**



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#### 335-12-2022 HOLIDAY OFFICE SCHEDULE

**Motioned by Stéphanie Hébert-Shea** and resolved that the municipal office be closed from December 26<sup>th</sup> to January 3, 2023.

**Carried unanimously**

#### 336-12-2022 AUTHORIZATION OF EXPENSE – CHRISTMAS - EMPLOYEES

**Motioned by Stéphanie Hébert-Shea** and resolved to authorize the expense of gift certificates and visa cards for the municipal employees. The expense of \$700 is allocated from the budgetary items: Council Christmas.

**Carried unanimously**

#### SUMMARY OF RECENT LEGISLATIVE MODIFICATIONS AND OBLIGATIONS

**It is noted that** a summary table of the most recent legislative modifications and obligations prepared by the ADMQ is presented to Council.

#### 337-12-2022 COMMITTEE – ACCESS TO INFORMATION AND PROTECTION OF PERSONAL INFORMATION

**WHEREAS** the Municipality of Campbell's Bay is a public body within the meaning of the Act respecting access to documents held by public bodies and the protection of personal information (c. A-2.1) (hereinafter called the "Access Act");

**WHEREAS** the amendments made to the Access Act by the Act to modernize the legislative provisions regarding the protection of personal information (2021, c. 25);

**WHEREAS** section 8.1 was added to the Access Act, which came into force on September 22, 2022, requiring public bodies to set up a committee on access to information and the protection of information staff, who will be responsible for supporting the organization in the exercise of its responsibilities and in the performance of its obligations under the Access Act;

**WHEREAS** it is possible that a government regulation may exempt all or part of the public bodies from forming this committee or modify the obligations of an organization based on criteria that it defines;

**WHEREAS** to date, such a by-law has not been enacted, so that the Municipality of Campbell's Bay must set up such a committee;

**CONSEQUENTLY, it is motioned by Jean-Pierre Landry and resolved:**

**THAT** a committee be formed on access to information and the protection of personal information in accordance with section 8.1 of the Access Act;

**THAT** this committee be composed of the persons who hold the following positions within the Municipality of Campbell's Bay:

Sarah Bertrand, Director General and person in charge of access to documents and the protection of personal information as well as the administrative assistant, Samantha Dagenais and the Acting Mayor Tim Ferrigan.

**Carried unanimously**

#### FOCUS GROUP LOGEMENT – TDSP AND CDC Pontiac

**It is noted that** Council will overview the committees' questions regarding housing issues and meet in the new year.



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**CORRESPONDANCE**

**It is noted that** the Correspondance is read.

**338-12-2022**

**CLOSING OF THE MEETING**

**Motioned by St  phanie H  bert-Shea** and resolved to adjourn the meeting at 10:06 PM.

**Carried unanimously**

**Tim Ferrigan**  
**Acting Mayor**

**Sarah Bertrand**  
**DGST**