



MUNICIPALITY OF CAMPBELL'S BAY

October 3, 2023

MINUTES OF A REGULAR MEETING OF COUNCIL HELD ON OCTOBER 3, 2023, AT THE TOWN HALL SITUATED AT 59 LESLIE STREET, MUNICIPALITY OF CAMPBELL'S BAY.

PRESENTS ARE:

Mayor Raymond Pilon

COUNCILLORS:

Tim Ferrigan

Suzanne Dubeau-Pilon

Stephanie Hébert-Shea

Josey Bouchard

Leen Matthyssen

Jean-Pierre Landry motivated his absence.

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

OPENING OF THE MEETING

The above-named person's present forming quorum, the meeting is opened at 7:00 p.m. presided by Mayor Raymond Pilon.

Carried unanimously

215-10-2023

ADOPTION OF THE AGENDA

Motioned by Leen Matthyssen and resolved to accept the agenda as presented with the following addition:

12 f) Authorization of Expense - Art

Carried unanimously

216-10-2023

ADOPTION OF THE MINUTES – REGULAR MEETING OF AUGUST 15, 2023

Motioned by Josey Bouchard and resolved to adopt the minutes of the last meeting of September 5, 2023, and Special Meeting September 20, 2023, sent by email.

Carried unanimously

QUESTION PERIOD

VISITORS: There are no visitors

URBANISM

217-10-2023

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 September 2023.

Carried unanimously

PUBLIC WORKS

218-10-2023

DIRECTOR OF PUBLIC WORKS MONTHLY REPORT

Motioned by Tim Ferrigan and resolved to accept the Director of Public work's monthly report for the month of September 2023.

Carried unanimously



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STREETS AND SIDEWALKS

219-10-2023 SNOW REMOVAL TENDER – 2023-2024 SEASON

WHEREAS the snow removal tender no 01-2023 was launched on August 28, 2023;

WHEREAS the tender opening took place on October 3, 2023, at 2 p.m.;

WHEREAS 2 tenders were received:

11802941 Canada Inc.:	\$89 967.94 including taxes
Les Entreprises Brian Stanton Ltée. :	\$134 520.75 including taxes

Motioned by Stéphanie Hébert-Shea and resolved to accept the lowest conform bid of \$89 967.64 including taxes from 11802941 Canada Inc. **It is also resolved** to authorize the Director General, Sarah Bertrand and the Mayor, Mr. Raymond Pilon to sign the contract.

Carried unanimously

4 WAY-STOP ON BORDEN ST

It is noted that new information is provided by an engineer regarding the installation of a 4 way stop on Borden to control speeding. The information provided will be further studied.

R.A. CENTRE – RINK – PARKS

220-10-2023 OASIS PROJECT – URBAN HEAT ISLANDS – CREDDO - MELCCFP

CONSIDERING the OASIS project, a financial program under the authority of the Ministère de l'environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs (MELCCFP) to plan and carry out greening projects to better adapt to the impacts of climate change, more specifically, the impacts of heat waves leading to the creation of urban heat islands;

CONSIDERING the support of the Conseil régional de l'environnement et du développement durable de l'Outaouais (CREDDO);

CONSIDERING THAT CREDDO offers a service consisting of analysis, plans and specifications for the greening of the village centre:

Motioned by Josey Bouchard and resolved to authorize the deposit of a financial aid within the framework of the OASIS program - Volet 1 at a cost of \$17,500, which corresponds to a total project cost of \$87,500, 80% of which will be subsidized. It is also resolved to authorize Mayor Raymond Pilon and Director General, Sarah Bertrand to sign all documents related to this project.

Carried unanimously

MRC REGIONAL REPORT

It is noted that the mayor gives a report regarding regional files.

FINANCE AND ADMINISTRATION

221-10-2023 MONTHLY BILLS

Motioned by Leen Matthyssen and resolved to pay monthly bills as presented on the disbursement sheet of October 3, 2023, in the amount of \$136 564.00

Carried unanimously



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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, the 3rd day of October 2023.

Sarah Bertrand, DGGT

222-10-2023

AUTHORIZATION OF EXPENSE – LEGAL ASSISTANCE FOR DRAFTING OF BYLAW PERTAINING TO MAINTENANCE, REPAIRS, SAFETY AND SANITATION OF BUILDINGS

WHEREAS the Municipality wishes to control dilapidated or deteriorating buildings on its territory;

WHEREAS the Municipality wishes to combine a bylaw pertaining to occupancy and maintenance of buildings as well as sanitation and safety of dwelling units;

Motioned by Suzanne Dubeau-Pilon and resolved to authorize the expense of up to \$2600 for legal assistance for the drafting of a municipal bylaw pertaining to occupancy, maintenance, sanitation and safety of buildings in accordance with the *Act Respecting Land Use Planning and Development*. The expense is allocated from the budgetary item: Legal Assistance.

Carried unanimously

223-10-2023

AUTHORIZATION OF EXPENSE – LEGAL ASSISTANCE FOR DRAFTING A CONFIDENTIALITY POLICY

WHEREAS the *Act Respecting Access to Documents Held by Public Bodies and the protection of personal information* stipulates that a public body, including a municipal body, must adopt a confidentiality policy if it collects personal information by technological means;

Motioned by Leen Matthyssen and resolved to authorize the expense up to \$600 for legal assistance for the drafting of a municipal confidentiality policy in accordance with the new obligations following the adoption of Bill 25 and in accordance with the Act to access. The expense is allocated from the budgetary item: Legal Assistance.

Carried unanimously

224-10-2023

BY-LAW NO. 101-2023 AMENDING BY-LAW NO. 102-16 DECREERING THE IMPOSITION OF A TAX TO FINANCE 9-1-1 EMERGENCY CENTRES

WHEREAS since August 1 2016, the amount of the municipal tax for 9-1-1 has been set at \$0.46 per month per telephone number;

CONSIDERING the years that have passed since this last revision and the normal evolution of 911 emergency call centre expenses, it seemed appropriate to update the amount of the municipal tax for 911;

WHEREAS on September 6, 2023, the Government enacted the *Règlement modifiant le Règlement encadrant la taxe municipale pour le 9-1-1*;

WHEREAS these regulatory amendments will have the effect of :

- Increase the municipal tax for 9-1-1 to \$0.52 per month per telephone number, effective January 1^{er} , 2024;
- Introduce an annual indexation mechanism for the amount of the tax, to be applied on January 1^{er} of each year from 2025 onwards;

WHEREAS in accordance with section 244.70 of the *Act respecting municipal taxation*, any amendment to the *By-law governing the 9-1-1 municipal tax* requires local municipalities to adjust their own 9-1-1 tax by-laws accordingly;



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THEREFORE,

Motioned by Suzanne Dubeau-Pilon and resolved to adopt: BY-LAW NO. 101-2023 AMENDING BY-LAW NO. 102-16 DECREETING THE IMPOSITION OF A TAX TO FINANCE 9-1-1 EMERGENCY CENTRES as presented.

Carried unanimously

225-10-2023

ART SHOWCASE– MRS. KAY RANGER

Motioned by Suzanne Dubeau-Pilon and resolved that the Municipality off to purchase the piece of art currently on display at the Municipal office from Mrs. Kay Ranger. The amount is allocated from the budgetary item: Office supplies and Public Relations

Carried unanimously

CIVIL SECURITY – FIRE

225.1-10-2023

CHIEF'S MONTHLY REPORT

Motioned by Leen Matthyssen and resolved to accept the chief's monthly report for September 2023 as presented.

Carried unanimously

226-10-2023

FIREFIGHTER TRAINING NEEDS - 2024

WHEREAS the By-law respecting the conditions to practise within a municipal fire safety service provides for the training requirements for firefighters of fire safety services in order to ensure a minimum professional qualification;

WHEREAS this by-law is part of a desire to guarantee municipalities the training of firefighting teams with the necessary skills and abilities to respond effectively in emergency situations;

WHEREAS in December 2014, the Government of Quebec established the Financial Assistance Program for the training of volunteer or part-time firefighters and that it has been renewed in 2019

WHEREAS the main objective of this Program is to provide municipal organizations with financial assistance to enable them to have a sufficient number of qualified firefighters to act effectively and safely in emergency situations;

WHEREAS this program is also intended to promote the acquisition of the skills and abilities required by volunteer or part-time firefighters who work in municipal fire safety services;

WHEREAS the Municipality of Campbell's Bay wishes to benefit from the financial assistance offered by this program;

WHEREAS the municipality of Campbell's Bay plans to train 2 firefighters for the Firefighter I program during the next year in order to respond efficiently and safely to emergency situations on its territory;

WHEREAS the municipality must transmit its request to the Ministère de la Sécurité Publique through the MRC Pontiac in accordance with article 6 of the Program.

Motioned by Tim Ferrigan and resolved to present a request for financial assistance for the training of these firefighters within the framework of the Financial Assistance Program for the training of volunteer or part-time firefighters to the Ministry of Public Security and to transmit this request to the MRC Pontiac.

Carried unanimously



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227-10-2023 FSS MOBILIZATION TIME – NEW FIRE SAFETY COVER PLAN – REPEAL RESOLUTIONS # 126-05-2023 AND 151-06-2023

WHEREAS the MRC is requesting information from your municipality/fire department in order to create an optimization map for the renewal of its fire safety cover plan;

WHEREAS each municipality is required to indicate the minimum number of firefighters available for each station, depending on the time of the week, including their mobilization time;

WHEREAS by law, these figures are a goal that the fire department needs to meet in fire calls 90% of the time.

WHEREAS these figures will also be used to ensure that a minimum number of firefighters is mobilized at the initial alert for building fires;

WHEREAS this resolution repeals resolutions # 126-05-2023 and 151-06-2023;

Motioned by Josey Bouchard and resolved to accept the following mobilization times for the Campbell’s Bay Litchfield Fire Department:

Service de sécurité incendie Fire Department	Caserne Station	Effectifs disponibles pour répondre à l'alerte initiale Resources available to respond to the initial alert					
		Semaine jour 6h-18h		Semaine nuit 18h-6h		Fin de semaine 24h	
		Nombre de pompiers	Temps de mobilisation	Nombre de pompiers	Temps de mobilisation	Nombre de pompiers	Temps de mobilisation
		SSI Campbell's Bay Litchfield	10+11	4	10	15	10
Total		4	10	15	10	10	10

Carried unanimously

UPDATE – NEW FIREHALL

It is noted that the Director General and the Mayor give an update to Council regarding the fire hall project regarding a preliminary implantation plan and sketch.

OMH OPTIMIZATION – SUMMARY OF THE REGIONAL MEETING

It is noted that the Director General gives Council an update regarding the regional meeting where optimization of the OMH’s was discussed. It is noted that the OH Pontiac Board of Directors has votes status quo on a future optimization of a regional service.

CORRESPONDANCE

It is noted that correspondence is read to Council.

228-10-2023 AUTHORIZATION OF EXPENSE – ESSC BURSARIES

Motioned by Tim Ferrigan and resolved to authorize a bursary of \$50 for each graduate of ESSC residing in the Municipality of Campbell’s Bay. The expense of \$50 is authorized from the budgetary item: Public Relations.

Carried unanimously

229-10-2023 AUTHORIZATION OF EXPENSE – PHS – BURSARIES

Motioned by Suzanne Dubeau-Pilon and resolved to authorize a bursary of \$50 for each graduate of PHs residing in the Municipality of Campbell’s Bay. The expense of \$200 is authorized from the budgetary item: Public Relations.

Carried unanimously



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230-10-2023 AUTHORIZATION OF EXPENSE – CBLFD ONLINE AUCTION

Motioned by Suzanne Dubeau-Pilon and resolved to authorize the expense of \$300 for the purchase of gift certificates for the online CBLFD auction fundraiser. The expense is allocated from the budgetary item: Public Relations.

Carried unanimously

231-10-2023 CLOSING OF THE MEETING

Motioned by Leen Matthyssen and resolved to adjourn the meeting at 8:59 PM.

Carried unanimously

Raymond Pilon
Mayor

Sarah Bertrand
Director General/Clerk-Treasurer