



MUNICIPALITY OF CAMPBELL'S BAY

November 7, 2023

MINUTES OF A REGULAR MEETING OF COUNCIL HELD ON NOVEMBER 7, 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

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

232-11-2023 ADOPTION OF THE AGENDA

Motioned by Stéphanie Hébert-Shea and resolved to accept the agenda as presented with the following addition:

Carried unanimously

233-11-2023 ADOPTION OF THE MINUTES – REGULAR MEETING OF OCTOBER 3, 2023

Motioned by Josey Bouchard and resolved to adopt the minutes of the last meeting of October 3, 2023, sent by email.

Carried unanimously

QUESTION PERIOD

VISITORS: There are no visitors

URBANISM

234-11-2023 INSPECTOR'S MONTHLY REPORT

Motioned by Tim Ferrigan and resolved to accept the Municipal Inspector's monthly report and pertaining bill of services for the month of October 2023.

Carried unanimously

235-11-2023 FILE PFD-GED.FID791358 – SETTLEMENT AGREEMENT

Motioned by Jean-Pierre Landry and resolved to accept the settlement agreement as prepared by the municipal legal consultant in regards to file number PFD-GED.FID791358.

Carried unanimously

PUBLIC WORKS

236-11-2023 DIRECTOR OF PUBLIC WORKS MONTHLY REPORT

Motioned by Leen Matthyssen and resolved to accept the Director of Public work's monthly report for the month of October 2023.



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Carried unanimously

STREETS AND SIDEWALKS

237-11-2023

SUPPORT FOR THE MRC PONTIAC'S REQUEST TO THE MINISTÈRE DES TRANSPORTS (MTQ) - INSTALLATION OF TRAFFIC LIGHTS AT THE INTERSECTION OF ROUTES 148 AND 301N

WHEREAS the Municipality of Campbell's Bay has received a request from the MRC Pontiac to support a request to the MTQ calling for the installation of traffic lights at the intersection of highways 148 and 301 North;

WHEREAS the MRC Pontiac has received requests from taxpayers who have businesses at that intersection;

WHEREAS the Municipality of Campbell's Bay has concerns regarding the safety of the intersection;

THEREFORE,

Motioned by Josey Bouchard and resolved that the Municipality of Campbell's Bay support the MRC Pontiac's request to the MTQ calling for the installation of traffic lights at the intersection of highways 148 and 301 North, Litchfield QC.

Carried unanimously

MTQ PAVING PROJECT-FRONT ST.

It is noted that the Director General informs Council that this repaving of Front St project is postponed till spring 2024.

238-11-2023

AUTHORIZATION TO CLOSE STREETS FOR THE CHRISTMAS PARADE - DECEMBER 2, 2023

WHEREAS the Santa Claus Parade will be held on Saturday, December 2, 2023, starting at 1 p.m.;

WHEREAS certain street closures are necessary to ensure the safety of all;

Motioned by Stéphanie Hébert-Shea and resolved to authorize the closing of the streets included in the itinerary attached to this resolution, namely Reid, Pontiac, McFarlane, Martin, McCuaig, John and Leslie streets, including Front Street belonging to the MTQ from Martin Street to McCuaig Street, on December 2, 2023, from 1 p.m. to 3 p.m.

Carried unanimously

WATER-SEWER-TRANSFER SITE

239-11-2023

AUTHORIZATION OF EXPENSE – UNDERGROUND WATERLINE DETECTION

Motioned by Leen Matthyssen and resolved to proceed with the quote from Scan Plus Tech in the amount of \$970 + taxes for the location of the shutoff and main waterline relating to 130 Front St.

Carried unanimously

REGIONAL COMPOSTING COST ANALYSIS – MRC PONTIAC

It is noted that the Director General presents the cost analysis for the implementation of a composting program including collection and disposal by the MRC Pontiac.

DOMESTIC WASTE MANAGEMENT PLAN - PLAN DE GESTION DES MATIÈRES RÉSIDUELLES (PGMR) 2023-2029

It is noted that the Director General presents 2023-2029 PGMR bylaw no 288-2023 and regional management plan as prepared by the MRC Pontiac.



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240-11-2023 NEW DAY OF OPERATION – TRANSFER SITE

Motioned by Leen Matthyssen and resolved to change the opening day of the transfer site from Saturday to Sunday, effective November 17, 2023.

Carried unanimously

PICANOC INTERNET- MICROWAVE- -END OF SERVICE NOTICE

It is noted that the Director General informs Council regarding a letter received from Masketel regarding the end of service for the micro-wave internet.

241-11-2023 AUTHORIZATION OF EXPENSE – REPLACE INTERNET PROVIDER - WATER OPERATIONS SYSTEM

Motioned by Leen Matthyssen and resolved to authorize the expense of 5 365+ taxes to replace the internet provider for the water operations system. The expense is allocated from the budgetary item: water softener maintenance.

It is also resolved to transfer \$6,000 from sewer system maintenance to water softener maintenance budget items.

Carried unanimously

CENTRE – RINK – PARKS

242-11-2023 OUTAOUAIS TOURISM - OUTAOUAIS TOURISM DEVELOPMENT PROGRAM

WHEREAS the Municipality of Campbell's Bay wishes to submit a request for financial assistance within the framework of the Outaouais tourism development program for the supply and installation of LED lights along Front Street, creating a tourist experience during the winter season;

WHEREAS the Municipality of Campbell's Bay confirms a minimum financial commitment of 20% of the total cost of the project;

Motioned by Jean-Pierre Landry and resolved that the Municipality of Campbell's Bay submit a request for financial assistance within the framework of the Outaouais tourism development program for a total cost of \$25,000.

It is also resolved that the Director General, Sarah Bertrand, be authorized to sign the application and all related documents.

Carried unanimously

243-11-2023 PRESENTATION OF A PROJECT WITHIN THE FRAMEWORK OF THE FINANCIAL ASSISTANCE PROGRAM FOR RECREATIONAL, SPORTS AND OUTDOOR INFRASTRUCTURES

Motioned by Suzanne Dubeau-Pilon and resolved

THAT the Municipality of Campbell's Bay authorize the submission of the ball field renovation project to the Ministère de l'Éducation within the framework of the Programme d'aide financière aux infrastructures récréatives, sportives et de plein air;

THAT the Municipality of Campbell's Bay confirm its commitment to pay its share of the project's eligible costs and ongoing operating costs, to assume any cost overruns generated by the work, and not to award any contracts for direct costs before obtaining a letter of announcement from the Minister;

THAT the Municipality of Campbell's Bay designate Ms. Sarah Bertrand, Director General, as the person authorized to act on its behalf and to sign all documents relating to the above-mentioned project.

Carried unanimously



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244-11-2023 AUTHORIZATION OF EXPENSE – LED STRIP LIGHTING – FRR VOLET 2

Motioned Josey Bouchard and resolved to authorize the expense of \$12 749 + taxes for the supply and installation of LED strip lighting for the wharf by Valley Pontiac Electric. The expense is allocated from the FRR volet 2 project budget.

Carried unanimously

245-11-2023 MAURICE BEAUREGARD MEMORIAL BALL TOURNAMENT – MAY 24-25-26 2024

WHEREAS upon the passing of Maurice Beauregard, his sons Hunter and Carter Beauregard came up with an idea to honour their dad's memory and to pay it forward to the youth leaders of the Pontiac;

WHEREAS the family have created an annual graduation award (value of \$500 each) to be awarded to a graduating student from each of the three high schools in the Pontiac (Pontiac High School, École secondaire Sieur de Coulonge and Dr. Wilbert Keon School).

WHEREAS the memorial award will be called the 'Maurice Beauregard Community and Leadership Award' and it will be awarded to the high school graduate who during their high school studies demonstrated exceptional leadership skills and actively contributed to improving student life for their school community;

WHEREAS the awards will be funded by an annual 2-day 3-pitch ball tournament, held the last weekend of May every year organized by the 'Family and Friends of Maurice Beauregard'

WHEREAS once they reach their target goal of \$1500 to cover the costs of the graduation awards, the remaining balance of the funds raised will be donated to the Municipality of Campbell's Bay to be reinvested into the 'Parc Maurice Beauregard';

IT IS THEREFORE motioned by Tim Ferrigan and resolved

TO close Second Street from the tennis court to McLellan St from Friday, May 24, 2024, as of 4p.m. through to 4p.m. on Sunday, May 26, 2024;

TO extend the noise bylaw for both the nights of Friday, May 24 and Saturday, May 25 from 10 p.m. to 2 a.m.;

TO provide free use of the RA Hall for the weekend (Friday, May 24, May 25 and May 26) especially the areas of the kitchen, bar and washrooms;

Carried unanimously

246-11-2023 AUTHORIZATION OF EXPENSE – EXTEND FENCE AT RINK

WHEREAS 2 quotes were received for the supply and installation of fence extension at the rink;

Motioned by Stéphanie Hébert-Shea and resolved to authorize the lowest quote from Permafib for 4 807.06 + taxes. The expense is allocated from the FRR volet 4 project budget.

Carried unanimously

MRC REGIONAL REPORT

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



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FINANCE AND ADMINISTRATION

247-11-2023 MONTHLY BILLS

Motioned by Leen Matthyssen and resolved to pay monthly bills as presented on the disbursement sheet of November 7, 2023, in the amount of \$82 902.91.

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, the 7th day of November 2023.

Sarah Bertrand, DGGT

248-11-2023 DEPOSIT OF COMPARATIVE STATEMENTS – M.C. 176.4

Motioned by Suzanne Dubeau-Pilon and resolved to accept the deposit of 2 comparative statements as required by law and in accordance with article 176.4 of the Municipal Code of Québec.

Carried unanimously

249-11-2023 AUTHORIZATION OF EXPENSE – CHRISTMAS PARADE

Motioned by Leen Matthyssen and resolved to authorize the expenses of \$1500 for the preparation of the Christmas Parade to be held on December 2 2023, at the Mural Park. The expense is allocated from the budgetary item: Christmas Parade.

Carried unanimously

250-11-2023 AUTHORIZATION OF EXPENSE - CHRISTMAS PARTY FOR COUNCIL, EMPLOYEES AND CBLFD.

Motioned by Josey Bouchard and resolved to authorize the expense of \$6000 for the preparation of the 2023 Christmas party including the meal, door prizes and cocktail hour. The expense is allocated from the budgetary items: Christmas Party, Christmas Party and Recognition CBLFD. **It is also resolved to** transfer \$1000 from Fire Hall maintenance to Christmas Party and Recognition.

Carried unanimously

251-11-2023 2024 BUDGET DATES

Motioned by Leen Matthyssen and resolved that the 2024 Budget preparation and adoption dates be the following:

Finance Committee with Gerry: December 7, 2023

Finance committee with Council: December 12, 2023, at 5p.m.

Public Meeting to adopt the Budget: December 14, 2023, at 6p.m.

Carried unanimously

BYLAW ESTABLISHING A FINANCIAL ASSISTANCE PROGRAM TO PROMOTE THE CONSTRUCTION OF RENTAL HOUSING

It is noted that the Director General presented and sent information by email regarding the establishment of a bylaw establishing a financial aid program to promote the construction of rental housing. **It is also noted that** this will be discussed again at a subsequent meeting.



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252-11-2023 WARDEN'S BREAKFAST – RA HALL RENTAL

Motioned by Jean-Pierre Landry and resolved to offer the RA hall for a reduced rental cost of \$250 instead of \$1000 for the fundraising event for Centraide Outaouais.

Carried unanimously

253-11-2023 AUTHORIZATION OF EXPENSE – NEW PRINTER AND DESK

Motioned by Suzanne Dubeau-Pilon and resolved to authorize the expense of \$1000 for the purchase of a new desk, printer/scanner and filing cabinet. The expense is allocated from the budgetary item: Office equipment purchases.

Carried unanimously

254-11-2023 FIRE SAFETY ACT – NEW PROVISION – BILL 14

It is noted that the Director General presented and emailed information regarding the new provisions of the Fire Safety Act such as facilitation of the revision of the fire safety cover plans, modernization process and arbitration mechanism, all in effect since October 5, 2023.

255-11-2023 FIRE SAFETY SERVICE OFFER WITH THE MUNICIPALITIES OF BRYSON AND ÎLE-DU-GRAND-CALUMET

WHEREAS the municipalities of Campbell's Bay and Litchfield have offered to enter into an agreement with the municipalities of Bryson and Île-du-Grand-Calumet for the provision of firefighting services, as proposed at the October 5, 2023, meeting at the Campbell's Bay Recreation Centre;

WHEREAS the Municipality of Campbell's Bay would be administrator under this agreement to be signed;

WHEREAS the objective of such agreement shall be to offer a better-quality fire safety service in conformity with the Fire Safety Cover Action Plan at a reduced cost for the taxpayers for all municipalities involved;

Motioned by Josey Bouchard and resolved that the Municipality of Campbell's Bay enter into an agreement for the provision of fire safety services on the territories of the Municipalities of Bryson and Île-du-Grand-Calumet. **It is also resolved that** the mutual aid agreement as well as the auto dispatch agreement for structural fires be reinstated temporarily until the new agreement is made and adopted by all municipalities.

Carried unanimously

DRAFT AGREEMENT WITH THE MUNICIPALITY OF LITCHFIELD – REPLACE ORIGINAL AGREEMENT.

It is noted that a draft agreement regarding the shared fire safety service (CBLFD) with the Municipality of Litchfield is presented to Council as prepared by the Municipality of Litchfield's legal consultant. **It is noted that** a new and more modern agreement is required by Municipal Affairs in regards to the PARCIM program for the construction of a new firehall.

256-11-2023 AUTHORIZATION OF EXPENSE – SURVEYOR – PRACIM – NEW FIRE HALL

Motioned by Jean-Pierre Landry and resolved to accept the quote from Fortin Lebel Land Surveyor for the construction of the new firehall including the registration of certain servitudes. The expense is admissible under the PRACIM program.

Carried unanimously



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CORRESPONDANCE

It is noted that correspondence is read to Council.

257-112023 AUTHORIZATION OF EXPENSE – PHS BLEACHER PROJECT

Motioned by Tim Ferrigan and resolved to authorize a donation of \$200 for the PHS bleacher project. The expense is allocated from the budgetary item: Public Relations.

Carried unanimously

258-11-2023 GRANDE SEMAINE DES TOUS PETITS – EARLY CHILDHOOD WEEK

WHEREAS for the 8th edition of the Grande semaine des tout-petits (GSTP) / Early Childhood Week, *le Collectif petite enfance*, in collaboration with Espace MUNI, are inviting Québec cities and municipalities to launch the GSTP festivities - on Monday, November 20, World Children's Day - and join the movement of solidarity towards young children in Québec;

Motioned by Jean-Pierre Landry and resolved to fly the GSTP flag and publish a Facebook post on November 20, 2023.

Carried unanimously

259-11-2023 CLOSING OF THE MEETING

Motioned by Suzanne Dubeau-Pilon and resolved to adjourn the meeting at 11:09 PM.

Carried unanimously

Raymond Pilon
Mayor

Sarah Bertrand
Director General/Clerk-Treasurer