



MUNICIPALITY OF CAMPBELL'S BAY JULY 2, 2024

MINUTES OF A REGULAR MEETING OF THE COUNCIL HELD ON JULY 2, 2024, AT TOWN HALL SITUATED AT 59 LESLIE STREET, MUNICIPALITY OF CAMPBELL'S BAY.

PRESENT ARE:

Mayor Raymond Pilon
COUNCILLORS:
Stephanie Hébert-Shea
Jean-Pierre Landry
Suzanne Dubeau-Pilon
Tim Ferrigan
Josey Bouchard
Leen Matthyssen

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 7:09 p.m. presided by Mayor Raymond Pilon.

158-07-2024 ADOPTION OF THE AGENDA

Motioned by Suzanne Dubeau-Pilon and resolved to accept the agenda as presented.

Carried unanimously

159-07-2024 ADOPTION OF THE MINUTES – REGULAR MEETING OF JUNE 5, 2024

Motioned by Josey Bouchard and resolved to adopt the minutes of the last meeting of June 5, 2024, sent by email.

Carried unanimously

QUESTION PERIOD

VISITORS: There are visitors present and a question period is held.

URBANISM

PUBLIC WORKS

160-07-2024 DIRECTOR OF PUBLIC WORKS MONTHLY REPORT

Motioned by Tim Ferrigan and resolved to accept the Director of public works and Director of water management's monthly report for the month of June 2024.

Carried unanimously

STREET AND SIDEWALKS

161-07-2024 AUTHORIZATION OF EXPENSE – MANHOLE RISERS

Motioned by Stéphanie Hébert-Shea and resolved to authorize the expense of up to \$4000 for the purchase of new risers for 4 manholes located on Front Street. The expense is allocated from the budgetary item: sewer system maintenance.

Carried unanimously



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- 162-07-2024** **WATER-SEWER-TRANSFER SITE**
DIRECTOR OF WATER MANAGEMENT MONTHLY REPORT
- Motioned by Leen Matthyssen** and resolved to accept the Director of water management and special projects coordinator's monthly report for the month of June 2024.
- Carried unanimously**
- 163-07-2024** **MRC PONTIAC REGIONS AND RURALITY FUND (FRR) - VOLET 2 - PROJET - RUE FRONT EN LUMIÈRES**
- Motioned by Jean-Pierre Landry** and resolved to authorize the Director General, Sarah Bertrand, to submit the project: Rue Front en lumières to the Regions and Rurality Fund – streamline 2.
- It is also resolved** to authorize the Director General to sign the application and all documents related to the application.
- Be it further resolved to** confirm a minimum commitment of 20%, of which at least 10% must be monetary, of the total cost of the project.
- Carried unanimously**
- RA, RINK AND PARKS**
- 164-07-2024** **MADA - ADOPTION OF THE SENIORS' POLICY, ACTION PLAN AND FOLLOW-UP COMMITTEE FOR THE SENIORS' FRIENDLY MUNICIPALITY ACTION PLAN**
- CONSIDERING THAT** the Municipality is concerned about the condition of its seniors and wishes to create, with the community, a living environment conducive to their development;
- CONSIDERING THAT** the Municipality is in the process of creating a MADA action plan follow-up committee, whose mandate will be to monitor the implementation of the action plan and gather data that will enable it to make any necessary adjustments along the way:
- Mr. Jean-Pierre Landry, Municipal councillor responsible for senior files;
 - Ms. Jessica Nilsson, Special Projects Coordinator for the Municipality of Campbell's Bay.
- Motioned by Leen Matthyssen and resolved**
- TO ADOPT** the action plan as presented;
- TO SUPPORT** the organizations involved in implementing the action plan;
- TO PUBLICIZE** the action plan with the population in order to arouse interest in the implementation of the actions to be taken.
- Carried unanimously**
- 165-07-2024** **FRR 2023 - VOLET 2 – STREET BANNERS**
- Motioned by Leen Matthyssen** and resolved to accept the proof for the new banners as presented and authorize the expense of 6 additional banners. The expense is allocated from FRR 2023 volet 2 budgetary item.
- Carried unanimously**
- 166-07-2024** **AUTHORIZATION OF EXPENSE – SPLASHPAD**
- Motioned by Josey Bouchard** and resolved to authorize the expense of \$1000 for the replacement component of the splashpad. The authorization is allocated from the budgetary item: Splashpad maintenance.



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It is also resolved that public works will attempt to repair it in-house first.

Carried unanimously

PAFIRSPA – GRANT FOR THE REPLACEMENT OF THE BALL FIELD FENCING

It is noted that the Director General informs Council that the Municipality's project to replace the ballfield fencing was accepted from the Ministère de l'éducation.

MRC REGIONAL REPORT

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

FINANCE AND ADMINISTRATION

167-07-2024

MONTHLY BILLS

Motioned by Suzanne Dubeau-Pilon and resolved to pay monthly bills as presented on the disbursement sheet of July 2, 2024, in the amount of \$17 957.19

Carried unanimously

Certificate of availability

I, Sarah Bertrand, Director General and Clerk-Treasurer 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 2nd day of July 2024

Sarah Bertrand, DGGT

168-07-2024

ÉCOLE L'ENVOLÉE – TREE PROJECT

CONSIDERING THAT the Municipality donated \$400 to L'Envolée for a tree project;

CONSIDERING THAT the project did not cost as much as expected;

CONSIDERING THAT the teacher in charge of the project would like to know if Council wishes for them to return the cheque;

Motioned by Stéphanie Hébert-Shea and resolved that L'Envolée return the cheque to the Municipality for this year's tree project given that the tree did not cost as much as anticipated. A new donation will be made next week and therefore allocated from the appropriate budget year.

Carried unanimously

169-07-2024

SNOW REMOVAL CONTRACT – MTQ – FRONT STREET

CONSIDERING THAT the portion of Front St. from Leslie to Hwy 148 belongs to the Ministry of Transport – MTQ;

CONSIDERING THAT the Municipality includes this portion in the municipal snow removal contract;

CONSIDERING THAT the amount proposed by the MTQ to carry out this work for next year is \$5,625, plus a clause for fuel;

Motioned by Suzanne Dubeau-Pilon and resolved to accept the amount and to proceed with a 3-year firm contract with indexation clause to adjust costs annually in line with the Consumer Price Index (CPI);

Carried unanimously



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170-07-2024 TEMPORARY LOAN - PRACIM PROGRAM - CONSTRUCTION OF A NEW FIREHALL

WHEREAS the municipalities of Campbell's Bay and Litchfield wish to proceed with the construction of a new fire hall under the PRACIM program;

WHEREAS the municipality of Campbell's Bay must proceed with a temporary loan from the Caisse Desjardins des Rivières de Pontiac;

Motioned by Stéphanie Hébert-Shea and resolved that the Council of the Municipality of Campbell's Bay authorizes the Mayor, Mr. Raymond Pilon, and the Director General, Mrs. Sarah Bertrand, to proceed with the request for a temporary loan, with the Caisse Desjardins des Rivières de Pontiac, in the amount of \$ corresponding to the envelope allocated by the letter from the MAMH within the framework of the PRACIM program.

It is also resolved to authorize the Mayor, Mr. Raymond Pilon, and the Director General, Mrs. Sarah Bertrand, to sign all documents pertaining to the temporary loan with Desjardins.

Carried unanimously

HUMAN RESOURCES

171-07-2024 AUTHORIZATION OF EXPENSE – HEALTH AND SAFETY IN THE WORKPLACE – NUTRITION WORKSHOP

Motioned by Josey Bouchard and resolved to authorize the expense of \$200 for a nutrition workshop in relation to the Municipality's Health and Safety policy. The expense is allocated from the budgetary item: Clothing and training.

Carried unanimously

CIVIL SECURITY AND FIRE SAFETY SERVICE

172-07-2024 DIRECTOR OF FIRE SAFETY SERVICE MONTHLY REPORT

Motioned by Jean-Pierre Landry and resolved to accept the Director of FSS monthly report for the month of June 2024.

Carried unanimously

BILL 50 – CIVIL PROTECTION ACT

It is noted that information regarding Bill 50 which aims to better define the roles and responsibilities of the various stakeholders involved in civil protection, improve knowledge of disaster risks and their occurrence, and better equip municipalities to respond to emergencies is presented to Council.

173-07-2024 AUTHORIZATION OF EXPENSE – 3 SCBA

Motioned by Leen Matthyssen and resolved to authorize the purchase of 3 SCBA, 1 of each size small, medium and large. The expense of \$1 500 is allocated from the budgetary item: Fire – Supplies and equipment.

It is noted that the Municipality of Litchfield has also approved the additional expense, ref. resolution no 2024-07-xxx.

Carried unanimously

174-07-2024 AWARDING OF CONTRACT TENDER NO. 532840302401 - CONSTRUCTION OF A NEW FIRE HALL

CONSIDERING THAT, following the adoption of Resolution No. 104-04-2024, the Municipality of Campbell's Bay proceeded with a public call for tenders via the Système électronique d'appel d'offres ("SEAO"), bearing Notice No. 1849167, for professional services for the construction of a new fire hall;



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CONSIDERING the tender opening held on June 25, 2024, at 2:00 p.m., in connection with call for tenders No. 532840302401;

CONSIDERING THAT a selection committee meeting was held on June 27, 2024;

CONSIDERING THAT ONE company submitted a bid within the prescribed time frame before 2:00 p.m. on June 25, 2024, being :

PRISME ARCHITECTURE INC. in the amount of \$798,788.81;

CONSIDERING THAT, after examining and analyzing the bids, all have been found to be in conformity;

CONSIDERING the recommendation of the Engineering Department of the Fédération québécoise des municipalités (FQM);

THEREFORE

Motioned by Jean-Pierre Landry, IT IS RESOLVED

THAT Council accept the bid received;

THAT Council award the contract in the amount of \$798,788.81, including taxes, to PRISME ARCHITECTURE INC. as the lowest compliant bidder, for the professional services required for the construction of a new firehall, in accordance with the published tender documents and the bid submitted;

THAT expenses be charged to budget item 58446 - PRACIM FIREHALL;

THAT the expenses be financed through the Programme d'amélioration et de construction d'infrastructures municipales (PRACIM), the Gas Tax and Quebec Contribution Program 2024-2028 (TECQ) and a borrowing by-law, if necessary.

THAT, as this is a joint project with the Municipality of Litchfield, a resolution is required from them confirming their financial contribution, and this in accordance with the mutual fire protection service agreement signed on June 12, 2024;

THAT, in accordance with section 1.13 of the specifications for professional services relating to the call for public tenders - construction of a fire station, reference no. 532840302401, the awarding of the contract is conditional upon the Municipality obtaining confirmation of the payment of financial assistance within the scope of Component 1 of the Programme d'amélioration et de construction d'infrastructures municipales (PRACIM) or upon the coming into force of the borrowing by-law to finance the work;

Carried unanimously

175-07-2024

AUTHORIZATION OF EXPENSE – AMENDMENT TO CIMA'S MANDATE REGARDING THE FEASIBILITY STUDY FOR THE CONSTRUCTION OF A NEW FIREHALL

WHEREAS A4 Architectures presented the Municipality with an amendment to the engineering mandate part of the feasibility study for the construction of a new firehall;

Motioned by Suzanne Dubeau-Pilon and resolved to accept the amendment and to authorize the payment in the amount of \$6 490.00 plus taxes. The amount is allocated from the PRACIM Study Firehall program.

Carried unanimously

CORRESPONDANCE

It is noted that the correspondence is read to Council



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176-07-2024 URGENT NEED FOR ENHANCED CELL SERVICE IN THE PONTIAC REGION

CONSIDERING the persistent lack of adequate telecommunications services in our area;

CONSIDERING THAT the Municipality of Thorne forwarded a letter to the Commission for Complaints for Telecom Services (CCTS) regarding the safety concerns that such inadequate cell service coverage poses for the MRC Pontiac;

CONSIDERING THAT a significant and permanent improvement in the infrastructure supporting our cell service is required;

Therefore,

Motioned by Josey Bouchard and resolved to support the Municipality of Thorne and to send a letter to the CCTS addressing these safety concerns and the need to update the cell service infrastructure in the MRC Pontiac.

Carried unanimously

177-07-2024 CLOSING OF THE MEETING

Motioned by Jean-Pierre Landry and resolved to adjourn the meeting at 8:30 PM.

Carried unanimously

**Raymond Pilon
Mayor**

**Sarah Bertrand
Director General/Clerk-Treasurer**