



MUNICIPALITY OF CAMPBELL'S BAY OCTOBER 1, 2024

MINUTES OF A REGULAR MEETING OF THE COUNCIL HELD ON OCTOBER 1, 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

Leen Matthyssen

Josey Bouchard

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

OPENING OF THE MEETING

The above-named person's present forming quorum, the meeting is opened at 7:02 p.m. presided by Mayor Raymond Pilon.

230-10-2024 ADOPTION OF THE AGENDA

Motioned by Leen Matthyssen and resolved to accept the agenda as presented.

Carried unanimously

231-10-2024 ADOPTION OF THE MINUTES – REGULAR MEETING OF SEPTEMBER 3 AND SPECIAL MEETING SEPTEMBER 24 2024.

Motioned by Jean-Pierre Landry and resolved to adopt the minutes of the last meeting of September 3 and September 24, 2024, sent by email.

Carried unanimously

QUESTION PERIOD

VISITORS: There are no visitors present.

URBANISM

232-10-2024 INSPECTOR'S MONTHLY REPORT

Motioned by Tim Ferrigan and resolved to accept the inspector's monthly report for September 2024.

Carried unanimously

CONSULTATION - PROJECT TO MODERNIZE THE REGULATORY FRAMEWORK FOR WATER ENVIRONMENTS, INCLUDING FLOOD-PRONE AREAS, AND FOR FLOOD PROTECTION WORKS

It is noted that the Québec Government is modernizing water regulations, flood protection works and the delimitation of flood and mobility zones to ensure the safety of Quebecers, protect property and preserve the environment. The Ministry will welcome comments and submissions on the modernization project until October 17, 2024, at 11:59 p.m. **It is noted that** the MRC Pontiac prepared a summary of the proposed changes on which Municipalities could comment. However, the proposed mapping is not yet available for public consultation at this time.



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PUBLIC WORKS

233-10-2024 PUBLIC WORKS MONTHLY REPORT

Motioned by Josey Bouchard and resolved to accept the Director of public works monthly report as presented in person.

Carried unanimously

VEHICLES AND EQUIPMENT

234-10-2024 AUTHORIZATION OF EXPENSE – 2 NEW TIRES FOR THE DUMP TRAILER

Motioned by Suzanne Dubeau-Pilon and resolved to authorize the purchase of 2 new tires for the dump trailer. The expense is allocated from the budgetary item: Vehicle and equipment maintenance.

Carried unanimously

STREET AND SIDEWALKS

235-10-2024 SNOW REMOVAL TENDER – 2024-2025 SEASON

WHEREAS the snow removal tender no 01-2024 was launched on September 3, 2024;

WHEREAS the tender opening took place on October 1, 2024, at 2 p.m.;

WHEREAS 1 tender was received:

11802941 Canada Inc.: 93 113.35\$ including taxes

Motioned by Leen Matthyssen and resolved to accept the bid of \$ 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

WATER-SEWER-TRANSFER SITE

236-10-2024 DIRECTOR OF WATER MANAGEMENT MONTHLY REPORT

Motioned by Stéphanie Hébert-Shea and resolved to accept the Director of water management and special projects coordinator's monthly report for the month of September 2024.

Carried unanimously

DELEGATION OF POWER BY THE MRC PONTIAC – MODERNIZATION OF SELECTIVE COLLECTION – RECYCLABLE MATERIALS

It is noted that the MRC Pontiac has retracted their declaration of power for the collection and transport of recyclable materials for all 18 municipalities temporarily for 1 year. The Municipalities must individually sign a 1-year contract for the year 2025.

237-10-2024 APPROVAL OF THE 2023 DRINKING WATER USAGE REPORT

Motioned by Josey Bouchard and resolved to accept the 2023 report regarding drinking water usage prepared by Mrs. Jessica Nilsson, Director of water management and approved by Municipal Affairs.

Carried unanimously

SPORTS, LEISURE AND CULTURE

238-10-2024 APPOINTMENT OF A REPRESENTATIVE FOR THE MUNICIPAL FAMILY POLICY

CONSIDERING THAT the MRC Pontiac wishes to update its municipal family policy which was adopted in 2012;



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CONSIDERING THAT the Municipality is committed to acting in favour of families, and that the well-being of families and their concerns are an integral part of municipal priorities;

CONSIDERING THAT the person to be appointed will represent the municipality in terms of family issues on the steering committee;

Motioned by Suzanne Dubeau-Pilon and resolved that Jean-Pierre Landry be appointed municipal representative for the municipal family policy initiative on the steering committee.

Carried unanimously

239-10-2024

COMMITMENT TO THE COLLECTIVE FAMILY POLICY APPROACH AND FINANCIAL CONTRIBUTION.

CONSIDERING THAT the Municipality of Campbell's Bay wishes to update its family policy and action plan which was adopted in 2012;

CONSIDERING THAT the Municipality of Campbell's Bay is committed to acting in favour of families, and that the well-being of families and their concerns are an integral part of municipal priorities;

CONSIDERING THAT this is a collective approach, the Municipality of Campbell's Bay undertakes to contribute financially up to CAD 1 000 \$ for the implementation of the policy;

Motioned by Josey Bouchard and resolved that the Municipality of Campbell's Bay confirms its interest and commitment to join with other municipalities to undertake and implement the municipal family policy collective approach, and to contribute financially.

Carried unanimously

DISTRIBUTION OF SPORTING EQUIPMENT – MRC PONTIAC

It is noted that the MRC Pontiac received confirmation of the "Plaisir de Bouger" grant for purchasing sports equipment to be provided free of charge to residents of the MRC Pontiac. **It is noted that** the implementation of a distribution system for the sporting equipment within the MRC Pontiac is still being worked on.

240-10-2024

NOMINATION – GALA EXCELLENCE SPORTIVE OUTAOUAIS

WHEREAS Gala Excellence sportive Outaouais will be showcasing excellence and perseverance by highlighting various sports categories, in addition to awarding enhanced bursaries to athletes, coaches and other sports players of the Outaouais region;

Motioned by Stéphanie Hébert-Shea and resolved to nominate Hunter Beaugard as a recipient at this year's gala.

Carried unanimously

241-10-2024

CENTRAIDE OUTAOUAIS – SQ

WHEREAS police officers and staff of the Sureté du Québec detachment of Campbell's Bay are organizing a walk/run to raise funds for Centraide on October 20, 2024;

WHEREAS the event will start from the Maurice Beaugard Park;

Motioned by Leen Matthyssen and resolved that the washrooms at the RA hall be accessible to the participants during the event of October 20, 2024.

Carried unanimously

MRC REGIONAL REPORT

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



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FINANCE AND ADMINISTRATION

242-10-2024 MONTHLY BILLS

Motioned by Tim Ferrigan and resolved to pay monthly bills as presented on the disbursement sheet of October 1, 2024, in the amount of 98 340.68 \$.

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 1st day of October 2024

Sarah Bertrand, DGGT

243-10-2024 APPROVAL OF 2024-2025 FIXED PROPANE RATES – SUPERIOR PROPANE

Motioned by Jean-Pierre Landry and resolved to approve the 2024-2025 fixed rate of \$0.8490 from November 1, 2024, to October 31, 2025.

Carried unanimously

244-10-2024 AUTHORIZATION OF EXPENSE – PAYMENT NO 1 TO PRISME ARCHITECTURES – FIREHALL PROJECT

Motioned by Suzanne Dubeau-Pilon and resolved to authorize the payment of \$43 345.58 including taxes relating to invoice # 24382. The expense is allocated from the temporary loan # 80522 and borrowing bylaw # 103-2024 approved by Municipal Affairs on September 3 2024.

Carried unanimously

245-10-2024 AUTHORIZATION OF EXPENSE – RÉSEAU ENVIRONNEMENT INC.

Motioned by Suzanne Dubeau-Pilon and resolved to authorize the expense of \$320 + taxes for the annual membership renewal with Réseau Environnement Inc. The expense is allocated from the budgetary item: Water Softener professional fees.

Carried unanimously

246-10-2024 AUTHORIZATION OF EXPENSE – MUNYS

WHEREAS the Director General presented Council the new platform for municipal management created by the ADMQ;

Motioned by Suzanne Dubeau-Pilon and resolved to authorize the cost of \$405 + taxes for the initial activation key followed with an annual renewal fee of \$350. The expense is allocated from the budgetary item: DG travel and course.

Carried unanimously

247-10-2024 AUTHORIZATION OF BUDGETARY ITEM TRANSFER

Motioned by Leen Matthyssen and resolved to transfer \$3500 from budgetary account 53350 – sewer filtration maintenance to 53520 – sewer system maintenance.

Carried unanimously



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248-10-2024

AUTHORIZATION OF EXPENSE – REIMBURSEMENT FOR MADA POLICY

Motioned by Jean-Pierre Landry and resolved to authorize the reimbursement to Finance Quebec for the amount of \$1500 regarding the MADA policy grant. The expense is allocated from the budgetary item: MADA policy.

Carried unanimously

249-10-2024

AUTHORIZATION OF EXPENSE – PHS BURSARY

Motioned by Stéphanie Hébert-Shea and resolved to authorize the expense of \$50 to each of the three PHS graduates from Campbell's Bay. The expense is allocated from the budgetary item: Public relations.

Carried unanimously

NOTICE OF MOTION AND DEPOSIT OF DRAFT BYLAW 104-2024 REGARDING BUDGET CONTROL AND MONITORING

Notice of motion and project bylaw 104-2024 regarding budget control and monitoring is hereby given by Suzanne Dubeau-Pilon that at a subsequent meeting of council a bylaw incorporating the delegation rules and the budget variation policy referring to the provisions of the Municipal Code of Québec will be adopted.

250-10-2024

AUTHORIZATION TO PROCEED WITH LEGAL PROCEDURES REGARDING TAX ARREARS FILE # 1167

Motioned by Leen Matthyssen and resolved to authorize the legal expense and to proceed with legal procedure with RPGL lawyers regarding the collection of municipal taxes referring to file # 1167. The expense is allocated from the budgetary item: legal fees.

Carried unanimously

251-10-2024

**HUMAN RESOURCES
PUBLIC WORKS LABOURER POSTING**

Motioned by Suzanne Dubeau-Pilon and resolved to post the public works labourer position following Bruce Morin's resignation on September 17, 2024.

Carried unanimously

252-10-2024

CELLULAR PHONE NUMBER TRANSFER

Motioned by Leen Matthyssen and resolved to transfer the employee cellular phone number to Bruce Morin.

Carried unanimously

253-10-2024

MAINTENANCE ATTENDANT- -MUNICIPAL OFFICE – SICK LEAVE

Motioned by Suzanne Dubeau-Pilon and resolved that Joan Frost replace Roxanne Kluge as maintenance attendant at the municipal office during her sick leave with the same wages.

Carried unanimously

254-10-2024

AUTHORIZATION OF EXPENSE – TRAINING

Motioned by Jean-Pierre Landry and resolved to authorize the expense of training for the administrative assistance and director general. It is also resolved to transfer \$2000 from budgetary item 50150 - administrative assistant to 50140 – Dg travel and courses.

Carried unanimously



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CIVIL SECURITY AND FIRE SAFETY SERVICE

255-10-2024 DIRECTOR OF FIRE SAFETY SERVICE MONTHLY REPORT

Motioned by Stéphanie Hébert-Shea and resolved to accept the Director of FSS monthly report for the month of September 2024.

Carried unanimously

PRISME ARCHITECTURES - DRAFT IMPLANTATION PROPOSITIONS – NEW FIREHALL PROJECT

It is noted that the Director General presents implantation propositions for the new firehall project.

256-10-2024 NEW FIREFIGHTER APPLICATIONS

WHEREAS the Municipality received 2 firefighter applications from Patrick Lachapelle and Nia Lachapelle;

WHEREAS firefighters are employees of the Municipality;

WHEREAS these firefighters are non-residents of Campbell's Bay and Litchfield;

WHEREAS these firefighters are fully trained FF1;

Motioned by Josey Bouchard and resolved to accept the applications of these two new firefighters

Carried unanimously

FIRE DEPARTMENT CALL STATISTICS 2022-2024

It is noted that the Director General presents Council with statistics regarding the amount and different types of calls received from 2022-2024 for information purposes and prepared by the fire and civil coordinator of the MRC Pontiac.

257-10-2024 AUTHORIZATION OF EXPENSE – OFFER OF LEGAL SUPPORT SERVICES FROM THE FQM FOR THE PREPARATION OF AN INTER-MUNICIPAL AGREEMENT FOR THE PROVISION OF FIRE PROTECTION SERVICES TO THE MUNICIPALITIES OF BRYSON AND L'ILE-DU-GRAND-CALUMET

WHEREAS the Municipalities of Campbell's Bay and Litchfield previously resolved to offer fire protection services to the municipalities of Bryson and L'Ile-Du-Grand-Calumet;

WHEREAS part of this process, the Municipality has contacted the FQM's Legal Assistance Service to obtain an offer of legal support services;

WHEREAS the legal support fees provided by the FQM will be equally shared among all 4 municipalities;

Motioned by Stéphanie Hébert-Shea and resolved to accept the FQM's offer of legal support services as described in the offer dated October 1, 2024. The amount of up to \$2 400 is allocated from the budgetary item: Fire – Legal expenses.

Carried unanimously

MISCELLANEOUS

258-10-2024 REQUEST TO INSTALL AN OUTDOOR ASHTRAY- ÉCOLE L'ENVOLÉE

WHEREAS a request was received from école L'Envolée regarding the installation of an outdoor ashtray along Morin Street;



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Motioned by Tim Ferrigan and resolved to authorize the installation of an outdoor ashtray along Morin Street near the Poop and Scoop Station. **It is also resolved that** the purchase of the ashtray including its installation is the responsibility of the school as well as the maintenance and regular cleaning.

Carried unanimously

CORRESPONDANCE

It is noted that the correspondence is read to Council

259-10-2024 **MDJ HALLOWEEN PARTY**

WHEREAS the Maison des Jeunes du Pontiac requested a reduced RA hall rental for a youth Halloween Party on October 25, 2024;

Motioned by Leen Matthyssen and resolved to offer a reduced rate of \$250.

Carried unanimously

260-10-2024 **CLOSING OF THE MEETING**

Motioned by Stéphanie Hébert-Shea and resolved to adjourn the meeting at 10:03 PM.

Carried unanimously

**Raymond Pilon
Mayor**

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