



A regular sitting of Bolton-Est council was held on the sixth day of **DECEMBER** of the year **TWO THOUSAND AND TEN** at the time and place of regular sessions.

**PRESENT** Madame and Sirs councillors, namely::

*Ginette Breton, Roger Gagné, Rudy Giordano, Daniel Lechasseur, Pierre Piché.*

**ABSENT** *M. Jonathan Prest.*

**ALL FORMING A QUORUM** under the chairmanship of Mayor, Royal Dupuis.

Acting Executive Director and Secretary-Treasurer Monique Pépin is also present in accordance with the Law of the Municipal Code.

There are four (4) persons in the audience.

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**1. Opening of the sitting**

The Mayor called the opening of the sitting. It is 7:00 P.M. He welcomed the audience and council members.

**2. Adoption of the agenda**

**IT IS MOVED By:** Mr Rudy Giordano

**SECONDED BY:** Mr Pierre Piché

**AND UNANIMOUSLY RESOLVED**

**THAT** the agenda is adopted as submitted.

- 1. Opening of the sitting**
- 2. Adoption of the agenda**
- 3. Adoption of the November Minutes**
- 4. Follow-up of the previous sitting's decisions**
- 5. First Question Period**
- 6. Public Security**
  - 6.1 Nomination of board members to the Public Security Committee
  - 6.2 Municipality of Austin proposal - fire protection
- 7. Heritage, Culture & Leisure**
  - 7.1 Committee's report
  - 7.2 Val de Grâce School
- 8. Environment, Land Planning & Development**
  - 8.1 Consultative Environment Committee's report (CCE)
  - 8.2 Nomination of Mr. Tommy Cioc
  - 8.3 Request for financial assistance - "La Serpentine"
  - 8.4 Award - garbage and recycling contract
  - 8.5 Renewal of the RDD waste disposal
  - 8.6 MVVM's Report
  - 8.7 Forestry Inspector's report
  - 8.8 Consultative Urbanism Committee's report
  - 8.9 Building Inspector's Report
  - 8.10 Request for minor variance - 9, Jolicoeur
  - 8.11 Request for minor variance - 45, Mountain
  - 8.12 Payment authorization - SCU
- 9. Financial Report**
  - 9.1 Paid Accounts and accounts approved by resolution of council
  - 9.2 Accounts to be paid
- 10. Mayor's Report**
- 11. RCM's report**
- 12. Administration**
  - 12.1 Correspondence
  - 12.2 Monty Coulombe - roll number 9608 81 7585
  - 12.3 Date for the December 2011 council meeting
  - 12.4 Serrurerie Multi-Clés Enr.

2010-12-333

- 12.5 Municipal credit card
- 12.6 Policy - credit card - office keys - open account
- 12.7 Saphir - computer security
- 12.8 Extension of Mrs. Monique Pépin's contract
- 12.9 Policy on awarding municipal contracts
- 12.10 Cleaning - Town Hall
- 12.11 Katimavik - enrolment
- 12.12 X-Mas supper for our senior citizens - purchases of decorations and trees
- 12.13 Offer to purchase
- 12.14 Renewal of collective insurance
- 12.15 REER for the employees
- 12.16 Service contract - Ascenseurs Allard
- 12.17 Service contract - Infotech
- 12.18 Bank account - by-law 215
- 12.19 Adoption of by-law 235
- 12.20 Approval of forms - permit - declaration - inspection
- 12.21 Payment approval - Municipality of Potton - Vallée de la Missisquoi Nord
- 12.22 Investing - public funds
- 12.23 X-Mas holidays
- 12.24 Sitting of council - budget
- 12.25 Legal information - *by law modifying by law on monies due for the elimination of garbage and recycling*

**13. Transportation and Road Maintenance**

- 13.1 Infrastructure Committee's Report
- 13.2 Repeal resolution number 10-10-298 - SM consultants
- 13.3 Easement right - dry hydrant
- 13.4 Paysagement l'Unick
- 13.5 Jean-Luc Corbeil
- 13.6 Street light

**14. Miscellaneous**

**15. Second Question Period**

**16. Closing of the sitting**

**CARRIED**

**3. Adoption of the November Minutes**

2010-12-334

**IT IS MOVED BY:** Mr Roger Gagné

**SECONDED BY:** Mr Pierre Piché

**AND UNANIMOUSLY RESOLVED**

**THAT** the minutes of the regular sitting held November 1, 2010 and the special sitting held November 15, 2010 be adopted as submitted.

**CARRIED**

**4. Follow-up of the previous sitting's decisions**

Copies of the resolutions adopted at the last council sitting were sent to interested parties.

The tender for the creation of a new website for the municipality will be launched next year because other priorities needed to be treated.

Management is working to prepare the 2011 budget. We received bids for the contract for the collection and transportation of solid waste, bulk waste and recycling.

We worked on the management contract policy and other policies.

The engineer Paul Montagne met with members of the Board to discuss the file on pits and quarries in the territory.

**5. First Question Period**

The Mayor explained that the question period will be a maximum of 15 minutes. During the question period, attendees will be invited to address topics that do not appear on the agenda.

The Mayor also explained that a brief summary of the topics discussed during the question period will appear in the minutes of the sitting. People wishing to ask questions should first identify themselves.

**Questions from citizens:**

Internet - Internet file status. Mayor gives a progress report of the case.

**6. Public Security**

**6.1 Nomination of a board member to the Public Security Committee**

**WHEREAS** the municipality must have a Public Security Committee

2010-12-335

**THEREFORE,**

**IT IS MOVED BY:** Mr Daniel Lechasseur

**SECONDED BY:** Mr Roger Gagné

**AND UNANIMOUSLY RESOLVED**

**THAT** the members of Public Security Committee are as follows: Mr. Mayor, Councillor Pierre Piché, the executive director and Mrs. Lilianne Gagnon Paige.

**CARRIED**

**6.2 Municipality of Austin proposal - fire protection**

**WHEREAS** the intermunicipal agreement with the Municipality of Austin for services of fire protection is renewed on 1 January 2011;

**WHEREAS** the Municipal Council of Austin has established, by their resolution number 2010-11-264 adopted on November 1 the distribution of costs of operating the fire service between two municipalities;

**WHEREAS** the proposal by the Austin fire department for service in the municipality of Bolton-Est represents 23.5% of the total budget;

2010-12-336

**THEREFORE,**

**IT IS MOVED BY:** Mr Pierre Piché

**SECONDED BY:** Mr Rudy Giordano

**AND UNANIMOUSLY RESOLVED**

**THAT** the municipality of Bolton-Est agrees to the 23.5% of the estimates of fire protection service to Austin for an amount of \$ 55,206 for 2011;

**THAT** the municipality of Bolton-Est continues to pay for the services of firefighters and first responders on an hourly basis for the duration of the intervention on its territory at the prevailing rate. Rates for 2011 are \$ 14 for a firefighter with less than two years service, \$ 16 for a firefighter over two years service, \$ 17 for a trained firefighter, \$ 19 for a lieutenant, \$ 20 for the assistant director and \$ 19 for the certified first responder;

**THAT** the municipality of Bolton-Est remains responsible for the installation and maintenance of winter and summer equipment such as dry hydrants installed on its territory;

**THAT** this resolution constitutes the renewal of the intermunicipal agreement between the municipality of Bolton-Est and Austin for 2011.

**CARRIED**

*Expenditure Item: 02-220-00-442*

**7. Heritage, Culture & Leisure**

**7.1 Committee's report**

Committee Chairperson, Ms. Ginette Breton reported verbally on the cultural and heritage committee's activities since the last council meeting.

**7.2 Val de Grâce School**

**WHEREAS** the municipality has an intermunicipal agreement with the Val-de-Grace school on the use of certain premises;

**WHEREAS** the municipality of Bolton-Est is committed through this agreement, to pay an amount for each pupil attending the school and that the rate was set at \$ 15 per student;

2010-12-337

THEREFORE,

**IT IS MOVED BY:** Mrs Ginette Breton  
**SECONDED BY:** Mr Roger Gagné  
**AND UNANIMOUSLY RESOLVED**

**THAT** the municipality of Bolton-Est pay for the year 2010-2011 the sum of \$ 180, there are twelve (12) students registered in school.

**CARRIED** *Expenditure Item: 02-701-00 519*

**8. Environment, Land Planning & Development**

**8.1 Consultative Environment Committee's report (CEC)**

Document  
filed

Chair of Consultative Environment Committee, Councillor Mrs. Ginette Breton, report of committee meetings and files the Secretary's report. Copies were distributed to council members who take action. The requests and recommendations of the CEC will be discussed at the next caucus and resolutions may be adopted at a future meeting, if necessary.

**8.2 Nomination of Mr. Tommy Cioc**

**WHEREAS** Mr. Tommy Cioc was hired August 27, 2010 as environment and sustainable development project officer;

**WHEREAS** Mr. Cioc has done a good job since his arrival;

2010-12-338

THEREFORE,

**IT IS MOVED BY:** Mr Roger Gagné  
**SECONDED BY:** Mrs Ginette Breton  
**AND UNANIMOUSLY RESOLVED**

**THAT** Council offers Mr. Cioc a permanent position as environment and sustainable development project officer;

**THAT** the municipality awards him the town benefits.

**CARRIED**

**8.3 Request for financial assistance - "La Serpentine"**

**WHEREAS** Conservation des vallons de la Serpentine had conducted funding application for 2010;

**WHEREAS** this contribution is a significant gesture, demonstrating the benefits of municipal sustainable development;

2010-12-339

THEREFORE,

**IT IS MOVED BY:** Mrs Ginette Breton  
**SECONDED BY:** Mr Pierre Piché  
**AND UNANIMOUSLY RESOLVED**

**THAT** the Board award the second payment of \$ 1 000 to the Conservation des vallons de la Serpentine for 2010.

**CARRIED** *Expenditure Item: 02-470-00-970*

**8.4 Award - garbage and recycling contract**

**WHEREAS** the municipality received two bids from Les Entreprises Raymond Cherrier and Récupération 2000 Inc;

**WHEREAS** both bids were opened by the Acting Director General accompanied by Mr. Tommy Cioc and Mr. Raymond Cherrier;

**WHEREAS** the prices are as follows;

1 JANUARY 2011 TO DECEMBER 31, 2011

**LES ENTREPRISES RAYMOND CHERRIER**

WASTE		
Collection	\$34.24 x 785 doors	\$26 878.40
Transport	\$15.24 x 785 doors	<u>\$11 963.40</u>
Total		\$38 841.80
RECYCLING		
Collection	\$15.02 x 785 doors	\$11 790.70
Transport	\$10.02 x 785 doors	<u>\$ 7 865.70</u>
Total		\$19 656.40
TOTAL		\$58 498.20
TPS		\$ 2 924.91
TVQ		<u>\$ 5 220.96</u>
<b>GRAND TOTAL</b>		<b>\$66 644.07</b>

**RÉCUPÉRATION 2000 INC**

WASTE		
Collection	\$ 38.49 x 785 doors	\$30 214.65
Transport	\$ 17.97 x 785 doors	<u>\$14 106.45</u>
Total		\$44 321.10
RECYCLING		
Collection	\$18.22 x 785 doors	\$14 302.70
Transport	\$12.53 x 785 doors	<u>\$ 9 836.05</u>
Total		\$24 138.75
TOTAL		\$68 459.85
TPS		\$ 3 422.99
TVQ		<u>\$ 6 110.04</u>
<b>GRAND TOTAL</b>		<b>\$77 992.88</b>

1 JANUARY 2012 TO JUNE 30, 2012

**LES ENTREPRISES RAYMOND CHERRIER**

WASTE		
Collection	\$17.12 x 785 doors	\$13 439.20
Transport	\$ 7.62 x 785 doors	<u>\$ 5 981.70</u>
Total		\$19 420.90
RECYCLING		
Collection	\$ 7.51 x 785 doors	\$ 5 895.35
Transport	\$ 5.01 x 785 doors	<u>\$ 3 932.85</u>
Total		\$ 9 828.20
TOTAL		\$29 249.10
TPS		\$ 1 462.46
TVQ		<u>\$ 2 610.48</u>
<b>GRAND TOTAL</b>		<b>\$33 322.04</b>

**RÉCUPÉRATION 2000 INC**

WASTE		
Collection	\$19.54 x 785 doors	\$15 338.90
Transport	\$ 9.20 x 785 doors	<u>\$ 7 222.00</u>
Total		\$22 560.90
RECYCLING		
Collection	\$9.51 x 785 doors	\$ 7 465.35
Transport	\$6.31 x 785 doors	<u>\$ 4 953.35</u>
Total		\$12 418.70
TOTAL		\$34 979.60

TPS	\$ 1 748.98
TVQ	\$ 3 121.93
<b>GRAND TOTAL</b>	<b>\$39 850.51</b>

2010-12-340

**IT IS MOVED BY:** Mrs Ginette Breton  
**SECONDED BY:** Mr Daniel Lechasseur  
**AND UNANIMOUSLY RESOLVED**

**THAT** the Board award the contract to the firm Les Entreprises Raymond Cherrier;

**THAT** the Mayor and the Acting Director General and Secretary-Treasurer be authorized to sign the contract.

**CARRIED** *Expenditure Item: 02-451-00-446*

**8.5 Renewal of the RDD waste disposal**

**WHEREAS** the City uses the services of RIEDSBM in Cowansville for the disposal of household hazardous waste (HHW);

**WHEREAS** the citizens have to go in Cowansville for hazardous waste disposal;

2010-12-341

**IT IS MOVED BY:** Mr Pierre Piché  
**SECONDED BY:** Mr Rudy Giordano  
**AND UNANIMOUSLY RESOLVED**

**THAT** the municipality of Bolton-Est asks the firm RIEDSBM to proceed with the disposal of hazardous waste for residents of Bolton-Est;

**THAT** the municipality requests that the company RIEDSBM inform us if there are abuses, deficiencies or improvements that could be made to the system in use.

**CARRIED**

**8.6 MVVM's Report**

There were two meetings in November, 2 and 30.

**8.7 Forestry Inspector's report**

Mr. Emilio Lembo has submitted its inspection report and his report of hours spent on the territory of the municipality.

**8.8 Consultative Urbanism Committee's report**

The next meeting of the CUC will be held on December 13. Pierre Gagne filed the minutes of the CUC.

**8.9 Building Inspector's Report**

The secretary of the Assembly tables the report of the Building Inspector to November 30, 2010. Copy of the report was distributed to the board which shall take note.

**8.10 Request for minor variance - 9, Jolicoeur**

*The Mayor noted that anyone interested may be heard at this time on this minor variance application.*

*If there are representations, the board may withdraw to deliberate on the spot or postpone its decision until a later meeting.*

**WHEREAS** the owners came to present their project to build a wood shed to be located in a front yard;

**WHEREAS** the main building is located at the rear of the field and considering the slopes and rocky terrain, the construction of the wood shed in the front yard remains the best option;

**WHEREAS** the construction will not cause harm to neighboring property owners;

**WHEREAS** the Planning Advisory Committee recommends that Council approve the request for minor variance;

Documents  
filed

Documents  
filed

2010-12-342

**THEREFORE,**

**IT IS MOVED BY:** Mr Pierre Piché  
**SECONDED BY:** Mr Rudy Giordano  
**AND UNANIMOUSLY RESOLVED**

**TO** grant the application for minor variance and allow construction of a wood shed to be located in the front yard.

**CARRIED**

**8.11 Request for minor variance - 45, Mountain**

*The Mayor noted that anyone interested may be heard at this time on this minor variance application.*

*If there are representations, the board may withdraw to deliberate on the spot or postpone its decision until a later meeting.*

**WHEREAS** the request is to authorize the width of 132.20 meters, while the regulation stipulates 150 meters;

**WHEREAS** the subdivision had been approved by the municipality in 2005;

**WHEREAS** this situation is causing serious harm to the current owner;

**WHEREAS** the Planning Advisory Committee recommends that Council approve the request for minor variance;

2010-12-343

**THEREFORE,**

**IT IS MOVED BY:** Mr Roger Gagné  
**SECONDED BY:** Mr Rudy Giordano  
**AND UNANIMOUSLY RESOLVED**

**TO** grant the application for minor variance and legalize an existing situation and allow this lot to have a width of 132.20 meters.

**CARRIED**

**8.12 Payment authorization – SCU**

**WHEREAS** the municipality of Bolton-Est had adopted a resolution number 09-03-068 indicating they wanted to have a plan for developing a sustainable community that would include the vision and goals of a sustainable community ;

**WHEREAS** Serge Côté met with the mayor Royal Dupuis and agreed to reduce their bill by \$ 651.85 and that his staff would meet with Mr. Cioc to help finalize the application to the CMF;

2010-12-344

**THEREFORE,**

**IT IS MOVED BY:** Mr Rudy Giordano  
**SECONDED BY:** Mr Roger Gagné  
**AND UNANIMOUSLY RESOLVED**

**THAT** council of the municipality of Bolton-Est authorizes the payment of \$3 901.36 taxes and travel included;

**THAT** the Board wishes to thank Mr. Serge Côté from the firm SCU for his help.

**CARRIED**

*Expenditure Item: 02-470-00-454*

**9. Financial Report**

**9.1 Paid Accounts and accounts approved by resolution of council**

Attachments

The secretary of the meeting files the list of accounts paid to November 30, 2010, pursuant to Regulation No. 86-1995 (fixed expenses, including salaries) and the list of accounts approved by Council Resolution (allowable expenses). Copies of these lists have been distributed to council members and are attached hereto to be an integral part.

2010-12-345

**IT IS MOVED BY:** Mr Pierre Piché  
**SECONDED BY:** Mr Rudy Giordano  
**AND UNANIMOUSLY RESOLVED**

**Total checks issued - 30 November 2010: \$52 275.32**

**Total fixed expenses and wages: \$38 863.13**

**Fixed expenses and salaries of employees**

**THAT** the list of accounts paid during the month of November, a copy of which is attached hereto to be an integral part, be approved.

**CARRIED**

## **9.2 Accounts to be paid**

2010-12-346

**IT IS MOVED BY:** Mr Pierre Piché  
**SECONDED BY:** Mr Roger Gagné  
**AND UNANIMOUSLY RESOLVED**

**THAT** the list of accounts paid to December 6, 2010, a copy of which is attached hereto to be part, be approved and that the assistant secretary-treasurer shall make the payment.

**Total accounts payable to December 6, 2010: \$45 999.94**

**CARRIED**

## **10. Mayor's Report**

- Following the death of Mr. Rick Durrell, the council offers its condolences to the Durrell family.
- A letter was sent to the Board of Sentiers de l'Estrie (SE) to explain the position of the municipality following the offer for resolving the contentious issue of trails.
- A meeting was held with representatives of the Association of the built heritage of Bolton-Est following the filing of their proposed quote. It was understood that the project should be refocused and re-submitted to the municipality.
- A meeting with representatives of the Ministry of Transport (MTQ) to discuss the following topics:
  - Route 245 between Eastman and Bolton Centre will be repaved in 2011;
  - Sign at exit 106 towards Sherbrooke on Highway 10 that does not mention Bolton-Est;
  - Convoys on Route 243 and 245;
  - Street lights to install following the requests of citizens
- Working meeting with XIT Telecom to implement WiMAX
- The website is now updated for highlights and minutes, a big thank you to all the team of the Town Hall for their effort.
- Written reply to Mrs Wardle

## **11. RCM's report**

- Deposit and adoption of 2011 budget.
- Discussions on the project's acceptance of the Missisquoi Valley North, tabled in rural pact, which was postponed in April.

## **12. Administration**

### **12.1 Correspondence**

The secretary of the meeting files the list of correspondence received during the last month. Correspondence can be viewed at the municipal office during regular business hours. The documents will be preserved in the archives, where appropriate, other document will be destroyed at the end of this month. Correspondence will be treated as specified by the Council.

**12.2 Monty Coulombe - roll number 9608 81 7585**

**WHEREAS** this case was opened following an offense on the shoreline;

**WHEREAS** reforestation was carried out after negotiations between the parties;

**2010-12-347**

**THEREFORE,**

**IT IS MOVED BY:** Mr Daniel Lechasseur

**SECONDED B :** Mr Rudy Giordano

**AND UNANIMOUSLY RESOLVED**

**THAT** Council request our lawyer Mr. Martin Brunet of the law firm Monty Coulombe to close this file.

**CARRIED**

**12.3 Date for the December 2011 council meeting**

**WHEREAS** the Board adopted by resolution a schedule of regular council meetings for 2011;

**WHEREAS** there has been an error for the date of the meeting of December 2011;

**2010-12-348**

**THEREFORE,**

**IT IS MOVED BY:** Mr Daniel Lechasseur

**SECONDED BY:** Mr Roger Gagné

**AND UNANIMOUSLY RESOLVED**

**THAT** the date of the council meeting in December will be Monday 5.

**CARRIED**

**12.4 Serrurerie Multi-Clés Enr.**

**WHEREAS** it is necessary to improve the safety of the municipal office;

**WHEREAS** the firm **Serrurerie Multi-Clés Enr.** gave us a price of \$ 260 for a new lock and a price of \$ 10 for each new key;

**2010-12-349**

**THEREFORE,**

**IT IS MOVED BY:** Mr Roger Gagné

**SECONDED BY:** Mr Pierre Piché

**AND UNANIMOUSLY RESOLVED**

**THAT** Council authorizes the Acting Director General to see to the installation of the new lock, the payment of the lock and keys all at the price mentioned above, however, taxes are extra.

**CARRIED**

*Expenditure Item: 02-630-01-689*

**12.5 Municipal credit card**

**WHEREAS** the credit card is in Mrs. Lucy Edwards's name;

**WHEREAS** Messrs. Pierre Gagné and Pierre Plante must use their personal credit cards for purchases of the municipality;

**2010-12-350**

**THEREFORE,**

**IT IS MOVED BY:** Mr Rudy Giordano

**SECONDED BY:** Mrs Ginette Breton

**AND UNANIMOUSLY RESOLVED**

**THAT** Council authorize the request for credit cards for our building inspector and one for our roads inspector, the maximum for each credit card is \$ 1 000.

**THAT** the Acting Executive Director is authorized to make the request.

THAT purchases must first be authorized verbally by the CEO and / or the mayor.

**CARRIED**

#### **12.6 Policy - credit card - office keys - open account**

**WHEREAS** it is expedient to have clear and explicit policies for the use of credit cards, the use of the account opened at the Marché Austin and maintenance of key for municipal office;

**THEREFORE,**

2010-12-351

**IT IS MOVED BY:** Mr Rudy Giordano  
**SECONDED BY:** Mr Roger Gagné  
**AND UNANIMOUSLY RESOLVED**

THAT Council approves the three policies, they are annexed hereto and are part of this resolution.

**CARRIED**

#### **12.7 Saphir - computer security**

The board requires a supplementary submission.

#### **12.8 Extension of Mrs. Monique Pépin's contract**

**WHEREAS** Ms. Edwards is still on sick leave;

**WHEREAS** the Council wishes to ensure continuity in municipal office;

2010-12-352

**THEREFORE,**

**IT IS MOVED BY:** Mr Rudy Giordano  
**SECONDED BY:** Mrs Ginette Breton  
**AND UNANIMOUSLY RESOLVED**

THAT Council offers to Madame Pépin an extension of her contract until the Council meeting of March and the contract will continue for the duration of the absence of Mrs. Edwards.

THAT this contract will be terminated with two (2) weeks notice from either party.

**CARRIED**

#### **12.9 Policy on awarding municipal contracts**

**WHEREAS** the National Assembly on 1 March 2010 sanctioned the Act to amend various legislative provisions principally with regard to the process of awarding contracts by municipal bodies (SQ, 2010, Chapter 1);

**WHEREAS** the Act was amended by the Act to amend various legislative provisions respecting municipal affairs (SQ, 2010, chapter 18), assented to June 12, 2010;

**WHEREAS** these two laws require that particularly municipalities subject to the Municipal Code of Québec (RSQ, c. C 27.1) shall, not later than 1 January 2011, adopt a contract management policy;

**WHEREAS** the policy shall include:

- 1° measures to ensure that any bidder or any of its representatives did not contact or attempt to communicate in order to influence it, with one member of the selection committee with respect to the solicitation for which he submitted a bid;
- 2° measures to promote compliance with applicable laws designed to fight against bid-rigging;
- 3° measures to ensure compliance with the Lobbying Transparency and Ethics in Lobbying (chapter T-11.011) and the Code of Conduct for Lobbyists made under this Act;
- 4° measures aimed at preventing acts of intimidation, influence peddling and corruption;

- 5° measures aimed at preventing conflicts of interest;
- 6° measures designed to prevent any situation that could compromise the impartiality and objectivity of the solicitation and management of the resulting contract;
- 7° measures to regulate the taking of any decision to authorize the amendment of a contract.

**WHEREAS** the Board reviewed a draft contract management policy, the text is labeled "Contract Management Policy of the Municipality of Bolton-Est 2010-01";

**THEREFORE,**

**2010-12-353**

**IT IS MOVED BY:** Mr Daniel Lechasseur  
**SECONDED B :** Mr Rudy Giordano  
**AND UNANIMOUSLY RESOLVED**

**TO** adopt for contract management policy of the Municipality, the policy contained in the document labeled "Contract Management Policy of the Municipality of Bolton-Est 2010-01" annexed hereto and forming part of this resolution.

**12.10 Cleaning - Town Hall**

**WHEREAS**, the Municipality must periodically validate the price it pays for cleaning the municipal building;

**2010-12-354**

**THEREFORE,**

**IT IS MOVED BY:** Mr Pierre Piché  
**SECONDED BY:** Mrs Ginette Breton  
**AND UNANIMOUSLY RESOLVED**

**THAT** Council request the Acting Director General to place an ad in the following papers the Reflet du Lac and the Sherbrooke Record requesting bids for the cleaning of Town Hall;

**THAT** the tenders will be opened Thursday, January 6, 2011 at 11 am at the municipal office.

**CARRIED**

**12.11 Katimavik - enrolment**

**WHEREAS** the Municipality wishes to take advantage of this program;

**WHEREAS** many other persons are also interested in this program;

**2010-12-355**

**THEREFORE,**

**IT IS MOVED BY:** madame Ginette Breton  
**SECONDED BY:** monsieur Daniel Lechasseur  
**AND UNANIMOUSLY RESOLVED**

**THAT** Council request the Acting Director General to complete the document and send it to Katimavik.

**CARRIED**

**12.12 X-Mas supper for our senior citizens - purchases of decorations and trees**

**WHEREAS** the Municipality wishes to offer its seniors a Christmas dinner;

**WHEREAS** some decorations must be purchased for this celebration;

**WHEREAS** the Municipality wishes to buy two trees to decorate the outside of the Town Hall;

**2010-12-356**

**THEREFORE,**

**IT IS MOVED BY:** Mrs Ginette Breton  
**SECONDED BY:** Mr Rudy Giordano  
**AND UNANIMOUSLY RESOLVED**

**THAT** Council authorizes an expenditure and payment of \$ 400 including tax for dinner for seniors and decorations required.

**THAT** Council authorize an expenditure and payment of \$ 75 to purchase Christmas trees.

**CARRIED**

*Expenditure Item: 02-630-00 689*

#### **12.13 Offer to purchase**

**WHEREAS** the municipality has an opportunity to purchase land located at 16 rue Terrio;

2010-12-357

**THEREFORE,**

**IT IS MOVED BY:** Mr Pierre Piché

**SECONDED BY:** Mr Roger Gagné

**AGAINST:** Mr Daniel Lechasseur

**AND MOSTLY RESOLVED**

**THAT** Council appoints the Mayor and Acting Executive Director to sign said offer to purchase with Mr. David McCarthy, document is filed and is integral part of this resolution.

**THAT** Council authorize the investment of \$ 37 500;

**THAT** Council authorize the expenditure of fees of notaries to be of the order of \$ 579.08, including the amount of \$ 105 for non-taxable fees required at the registration desk.

**CARRIED**

*Expenditure Item: Surplus (\$20,500)*

*02610 00 419 fees for notaries*

#### **12.14 Renewal of collective insurance**

**WHEREAS** the Municipality provides its employees with group insurance coverage;

2010-12-358

**THEREFORE,**

**IT IS MOVED BY:** Mr Pierre Piché

**SECONDED BY:** Mr Rudy Giordano

**AND UNANIMOUSLY RESOLVED**

**THAT** Council renews the contract for group insurance for employees with Desjardins Financial Security for the year 2011 under the same conditions as the year 2010.

**CARRIED**

#### **12.15 RRSP for the employees**

**WHEREAS** the Municipality provides its employees with the service group RRSP;

2010-12-359

**THEREFORE,**

**IT IS MOVED BY:** Mr Daniel Lechasseur

**SECONDED BY:** Mrs Ginette Breton

**AND UNANIMOUSLY RESOLVED**

**THAT** Council renew for 2011 its contribution of 3% of gross wages to RRSPs.

**CARRIED**

#### **12.16 Maintenance contract with Ascenseurs Allard Ltée**

**WHEREAS** the maintenance contract with Ascenseurs Allard Ltée is ending December 31, 2010;

**WHEREAS** the municipality of Bolton-Est must have a maintenance contract for the elevator in the Town Hall;

**WHEREAS** Ascenseurs Allard Ltée has made an offer of services for monthly inspection and maintenance of the elevator at a cost of \$ 2 331 excluding taxes for the year 2011, \$ 194.25 per month;

2010-12-360

**THEREFORE,**

**IT IS MOVED BY:** Mrs Ginette Breton  
**SECONDED BY:** Mr Roger Gagné  
**AND UNANIMOUSLY RESOLVED**

**THAT** the municipality of Bolton-Est accepts the offer of services made by Ascenseurs Allard Ltée;

**THAT** Council authorizes the Interim General Manager and Mayor to sign the maintenance contract with Ascenseurs Allard Ltée for and on behalf of the municipality of Bolton-Est.

**CARRIED**

*Expenditure Item: 02-190-00 522*

**12.17 Service contract - Infotech**

**WHEREAS** the service contract with the firm Infotech is ending December 31, 2010;

**WHEREAS** the municipality of Bolton-Est wants to maintain its maintenance contract for the accounting system;

2010-12-361

**THEREFORE,**

**IT IS MOVED BY:** Mr Rudy Giordano  
**SECONDED BY:** Mr Daniel Lechasseur  
**AND UNANIMOUSLY RESOLVED**

**THAT** the City renew the service contract with the company Infotech for the year 2011 in the amount of \$ 5 960 plus taxes;

**THAT** the bank of unused hours of 2010 be transferred in 2011;

**THAT** the Mayor and Acting General Manager be authorized to sign the service contract with Infotech for and on behalf of the municipality of Bolton-Est;

**THAT** the cost of transportation and lunch during the meeting of December 13 are authorized.

**CARRIED**

*Expenditure Item: 02-130-00 414*

**12.18 Bank account - by-law 215**

**WHEREAS** the Act requires the municipality to create a fund that is reserved for pits and quarries;

**WHEREAS** it is not necessary to have a separate bank account;

2010-12-362

**THEREFORE,**

**IT IS MOVED BY:** Mr Daniel Lechasseur  
**SECONDED BY:** Mr Pierre Piché  
**AND UNANIMOUSLY RESOLVED**

**THAT** the municipality of Bolton-Est closes the bank account bearing the number 103229, entitled Funds reserve Reg. 215 and to transfer monies to the current account of the municipality.

**CARRIED**

**12.19 Adoption of by-law 235**

**WHEREAS** section 78.1 and following of the Municipal Powers Act (RSQ c. C-47) imposes an obligation on every local municipality whose territory includes the site of a quarry or a sandpit to establish a Reserve Fund for the rehabilitation and maintenance of certain public roads (municipal roads) and collect the prescribed fee to fill them;

**WHEREAS** Notice of Motion has been given to the special council meeting of November 15, 2010;

**WHEREAS** the Board members received copies of the draft bylaw, which they declare they have read and waive the reading;

2010-12-363

**THEREFORE,**

**IT IS MOVED BY:** Mr Daniel Lechasseur  
**SECONDED BY:** Mr Rudy Giordano  
**AND UNANIMOUSLY RESOLVED**

**THAT** Council adopt the law number 235-2010 entitled Regulations on fees for pits and quarries and the creation of a fund reserved for certain local public roads (municipal roads).

**CARRIED**

**12.20 Approval of forms - permit - declaration - inspection**

**WHEREAS** section 78.1 and following of the Municipal Powers Act (RSQ c. C-47) imposes an obligation on every local municipality whose territory includes the site of a quarry or a sandpit to establish a Reserve Fund for the rehabilitation and maintenance of certain public roads (municipal roads) and collect the prescribed fee to fill them;

**WHEREAS** several forms are necessary for the development of accurate documentation to able the municipality to properly perform the work required;

2010-12-364

**THEREFORE,**

**IT IS MOVED BY:** Mr Daniel Lechasseur  
**SECONDED BY:** Mr Roger Gagné  
**AND UNANIMOUSLY RESOLVED**

**THAT** the Board after reviewing the forms, approved them as presented.

**CARRIED**

**12.21 Payment approval - Municipality of Potton - Vallée de la Missisquoi Nord**

**WHEREAS** we received an invoice from the Municipality of the Township of Potton for fees and expenses for Suzanne Montel. These invoices are from April 24 to October 15 as well as invoices for the Web site, etc;

2010-12-365

**THEREFORE,**

**IT IS MOVED BY:** Mrs Ginette Breton  
**SECONDED BY:** Mr Daniel Lechasseur  
**AND UNANIMOUSLY RESOLVED**

**THAT** Council authorizes payment of \$ 3793.17 to the Municipality of the Township of Potton.

**CARRIED**

*Expenditure Item : 02-622-00 447*

**12.22 Investing - public funds**

**WHEREAS** the Municipality maintains a reserve fund that was set to 0.87% and it would be possible to reinvest this money at 1.40% interest;

**WHEREAS** this investment is redeemable at any time;

2010-12-366

**THEREFORE,**

**IT IS MOVED BY:** Mrs Ginette Breton  
**SECONDED BY:** Mr Daniel Lechasseur  
**AND UNANIMOUSLY RESOLVED**

**THAT** Council authorize the Acting Director General to see to make such investments for the municipality and this with the Eastman Caisse Populaire.

**CARRIED**

**12.23 X-Mas holidays**

**WHEREAS** the municipality for several years, closes the municipal office during the Christmas holiday period;

2010-12-367

THEREFORE,

**IT IS MOVED BY:** Mr Daniel Lechasseur  
**SECONDED BY:** Mr Roger Gagné  
**AND UNANIMOUSLY RESOLVED**

**THAT** Council authorize the closure of the municipal office from December 24, 2010 to January 2, 2011 inclusive.

**CARRIED**

**12.24 Sitting of council - budget**

**WHEREAS** Council wishes to inform citizens of the date of the special meeting to adopt the budget;

2010-12-368

THEREFORE,

**IT IS MOVED BY:** Mr Daniel Lechasseur  
**SECONDED BY:** Mr Pierre Piché  
**AND UNANIMOUSLY RESOLVED**

**THAT** Council will adopt it's budget on December 16, 2010.

**CARRIED**

**12.25 Legal information - by law modifying by law on monies due for the elimination of garbage and recycling**

*The fees under the Regulation have been indexed as of 1 January 2010 pursuant to the notice published in Part 1 of the Gazette officielle du Québec, December 5, 2009, page 1128. (s. 3)*

**3.** Any operator of a disposal site referred to in Article 2 shall, for each tonne of waste received for disposal, paying disposal charges of \$ 10.73

In addition, it must, for each tonne of waste received for disposal during the period of October 1, 2010 to September 30, 2015, pay on top of the fees mentioned in the first paragraph, additional fees of \$ 9.50.

**13. Transportation and Road Maintenance**

**13.1 Infrastructure Committee's Report**

The President of the infrastructure committee reported on the committee activities since the last council meeting and filed the minutes of the meetings held November 11 and 22, 2010. Copies of these reports were distributed to council members who took notice.

**13.2 Repeal resolution number 10-10-298 - SM consultants**

**WHEREAS** the municipality had adopted Resolution 10-10-298 to mandate an engineering firm to prepare the grant application program TECQ;

**WHEREAS** the firm SM has provided a price of \$ 3 000 for technical assistance for the implementation of the application program of the gas tax in Quebec - (2010 -2013 period - TECQ)

2010-12-369

THEREFORE,

**IT IS MOVED BY:** Mr Daniel Lechasseur  
**SECONDED BY:** Mr Pierre Piché  
**AND UNANIMOUSLY RESOLVED**

**THAT** Council rescinds Resolution 10-10-298;

**THAT** the Board award the contract to the firm SM in the amount of \$ 3 000. dollars plus tax.

**CARRIED**

*Expenditure Item : 02-320-00-411*

**13.3 Easement right - dry hydrant**

**WHEREAS** the municipality has installed a dry hydrant at Mr. Robert Levoy and Mrs. Lori-Ann Lamoureux property situated at 196 Mountain Road;

**WHEREAS** the Municipality wishes to obtain an easement that allows the installation of a dry hydrant and right of way to the benefit of the property belonging to the assignee;

2010-12-370

**THEREFORE,**

**IT IS MOVED BY:** Mrs Ginette Breton  
**SECONDED BY:** Mr Roger Gagné  
**AND UNANIMOUSLY RESOLVED**

**THAT** Council authorize the Mayor and the Acting Director General and Secretary-Treasurer or the Assistant Director General and Secretary-Treasurer to sign the necessary documents for said easement;

**THAT** Council authorize payment of \$ 550 plus tax for legal fees and \$ 115 without tax for the costs of the Registration.

**CARRIED**

*Expenditure Item : 02-320-00-411*

#### **13.4 Paysagement l'Unick**

**WHEREAS** the municipality must clean the snow from the dry hydrants on its territory during the winter period;

**WHEREAS** Paysagement l'Unick's price is \$ 50 per terminal for snow removal.

2010-12-371

**THEREFORE,**

**IT IS MOVED BY:** Mr Daniel Lechasseur  
**SECONDED BY:** Mr Rudy Giordano  
**AND UNANIMOUSLY RESOLVED**

**THAT** Council authorizes the expenditure and payment of \$ 200 plus taxes.

**CARRIED**

*Expenditure Item :02-220-02-442*

#### **13.5 Jean-Luc Corbeil**

**WHEREAS** last week we received a call from a citizen stating that there was water coming up into his residence;

**WHEREAS** the beavers had blocked a culvert and it was necessary to clear it;

**WHEREAS** Mr Pierre Plante needed help;

**WHEREAS** in the absence of the Acting Director General and seeing the urgency of the situation, Mr. Pierre Plante contacted the mayor for permission to hire Mr. Corbeil;

2010-12-372

**THEREFORE,**

**IT IS MOVED BY:** Mr Pierre Piché  
**SECONDED BY:** Mr Rudy Giordano  
**AND UNANIMOUSLY RESOLVED**

**THAT** Council authorize the hiring of Mr. Corbeil for a period of five (5) hours and allowed the expenditure and payment.

**CARRIED**

*Expenditure Item : 02-320-00-142*

#### **13.6 Street light**

The board asked Mr. Pierre Plante to obtain prices for a street light for Terrio Park.

#### **14. Miscellaneous**

#### **15. Second Question Period**

Questions and comments are forwarded to council on the following topics:

The Board answered questions from citizens.

**16. Closing of the sitting**

**2010-12-373**

**THEREFORE,**

**IT IS MOVED BY:** Mr Pierre Piché  
**AND UNANIMOUSLY RESOLVED**

**THAT** the sitting be closed, the matters on the agenda have all been treated. It is 10:15 p.m.

Respectfully submitted

\_\_\_\_\_  
Royal Dupuis  
Mayor

\_\_\_\_\_  
Monique Pépin  
Secretary of assembly

I, Royal Dupuis, Mayor of the municipality of East Bolton, attests that the signing of these minutes is equivalent to signing by me of all resolutions contained within the meaning of section 142 (2) of the Municipal Code.

**CERTIFICATE OF AVAILABILITY**

I, the undersigned, Pierre Gagné, Assistant Secretary-Treasurer of the municipality of East Bolton, hereby certify that funds are available for all expenses covered by the resolutions listed below and adopted at the council meeting of December 6, 2010 by the Council:

2010-12-336; 2010-12-340; 2010-12-344; 2010-12-345; 2010-12-346; 2010-12-349;  
2010-12-356; 2010-12-357; 2010-12-360; 2010-12-361; 2010-12-365; 2010-12-369;  
2010-12-370; 2010-12-371 a) & 2010-12-371 b).

*Signed this 7th day of December in the year two thousand ten*

\_\_\_\_\_  
Pierre Gagné,  
Assistant Secretary-Treasurer

