

The regular meeting of the Bristol Council was held in the Townhall on November 7th, 2011 at 8:00 p.m. with Mayor Brent Orr, and Crs. Steve Forbes, Keith Smith, Colette O'Malley, Greg Graham, Brian Drummond and Debbie Kilgour.

- (11-11-203)** Motion Cr. Forbes that the minutes from the October 3rd meeting be adopted as presented. Crd. The Mayor abstains from voting.
- (11-11-204)** Motion Cr. Drummond that the minutes from the October 25th special meeting be adopted as circulated. Crd. The Mayor abstains from voting.
- (11-11-205)** Motion Cr. Drummond to adopt the agenda with the additions. Crd. The Mayor abstains from voting.

The meeting was opened to the visitors present.

Bruce Robertson stated that there is glass in front of the recycling bins at the transfer station and inquired if this could be cleaned up.

Bill Beveridge questioned the status of the paving of Elmside Road.

Bruce Robertson inquired about the cost of paving Elmside Road.

Ted Ambridge stated that he has questions concerning the trial balance and requested a meeting with the Director General and he also questioned how the dispute involving the waste disposal contract would affect ratepayers in 2012 for the waste disposal costs.

Paul Hinch questioned the status of the public information meeting previously discussed for the Sault-des-Chats project.

Leonard Hall inquired if there was any update concerning the hi-ho owned by Pat Smart and stored on the property of Gavin Maloney on River Road.

- (11-11-206)** Motion Cr. Forbes to adopt By-Law # 292 for the Code of Ethics. Crd. The Mayor abstains from voting.

**CODE OF ETHICS AND GOOD CONDUCT FOR ELECTED MUNICIPAL
OFFICERS OF THE MUNICIPALITY OF BRISTOL BY-LAW # 292**

Whereas the *Municipal Ethics and Good Conduct Act* (the “Act”), which came into force on December 2, 2010, requires that every local municipality or regional county municipality whose warden is elected by its citizens must have a code of ethics and good conduct which applies to its elected municipal officers;

Whereas the council of any municipality that does not have a code of ethics and good conduct that meets the requirements of the Act must adopt one not later than December 2, 2011;

Whereas the formalities contemplated by the Act have been duly complied with;
and

Whereas a notice of motion has been given;

Now therefore it is moved by Cr. Forbes

And duly resolved

THAT a Code of Ethics and Good Conduct be adopted as follows:

SECTION 1: TITLE

The title of this code is: “Code of Ethics and Good Conduct of Municipal Officers of the Municipality of Bristol.”

SECTION 2: SCOPE

This code applies to every member of the council of the Municipality of Bristol.

SECTION 3: PURPOSE OF THIS CODE

The purpose of this code is as follows:

- 1) To give priority to those values on which individual members of the municipal council base their decisions, and to contribute toward a better understanding of the values of the municipality;
- 2) To establish standards of behaviour which promote these values as being integral to the process of decision making by elected officers, and in their general conduct as well;
- 3) To prevent ethical conflicts and, if they arise, help in resolving them effectively and judiciously;
- 4) To ensure measures to enforce this code are applied in case of any breach of conduct.

SECTION 4: VALUES OF THE MUNICIPALITY

The following values shall serve as guides to decision making; to the general conduct of the members of the council of the municipality in their capacity as elected officials; and particularly when situations are encountered that are not explicitly provided for in this code or in the municipality's various policies.

1) Integrity

Members shall promote the values of honesty, rigorousness and justice.

2) Prudence in pursuit of the public interest

Members shall endeavour to meet their responsibilities toward the public duties entrusted to them. In fulfilling this mission, they shall act with professionalism, diligence and good judgment.

3) Respect for other members, municipal employees and citizens

Members shall promote respect in human relations. They have a right to respect in turn, and shall act respectfully toward all those with whom they have dealings in the course of their official duties.

4) Loyalty to the municipality

Members shall work in the best interests of the municipality.

5) Fairness

Members shall treat all people justly by acting, as far as possible, in the spirit of the laws and regulations.

6) Honour attached to municipal councillors

Members shall safeguard the honour of their position, which presupposes constant practice of the five above-mentioned values: integrity, prudence, respect, loyalty and fairness.

SECTION 5: RULES OF CONDUCT

5.1 Scope

The rules in this section should guide the conduct of elected officers as members of the council, committee or commission of:

- a) the municipality, or
- b) any other body in their capacity as members of the municipal council.

5.2 Purpose

These rules are intended, in particular, to prevent:

1. Any situation in which council members' private interest might impair their independence of judgment in course of their official duties;
2. Any situation that would be contrary to sections 304 and 361 of the Municipal Elections and Referendums Act (R.S.Q. chapter E-2.2)
3. Favouritism, embezzlement, breach of trust or other misconduct.

5.3 Conflict of interest

5.3.1 Members of council are prohibited from acting, or attempting to act, or omitting to act, in the course of their official duties, so as to further their private interest or improperly further the interest of any other person or persons.

5.3.2 Members of council are prohibited from using their position to influence or attempt to influence another person's decisions so as to further their private interest or improperly further the interest of any other person or persons.

However, members are not considered to have violated this section when they benefit from the exceptions mentioned in paragraphs 4 and 5 of subsection 5.3.6.

5.3.3 Members are prohibited from soliciting, eliciting, accepting or receiving any benefit, whether for themselves or for another person or persons, in exchange for taking a position on a matter that may be brought before a council, committee or commission on which the council member sits.

5.3.4 Members are prohibited from accepting any gift, mark of hospitality or other benefit, whatever its value, that might impair their independence of judgment in course of their official duties, or otherwise compromise their integrity.

5.3.5 If a council member receives any gift, mark of hospitality or other benefit that is not of a purely private nature or not prohibited under subsection 5.3.4, but that exceeds \$200 in value, the member must file a written disclosure statement with the Director General of the municipality within 30 days of receiving the benefit. The disclosure statement must contain an accurate description of the gift, mark of hospitality or benefit received, and state the name of the donor, the date and the circumstances under which it was received. The Director General shall keep a public register of these disclosure statements.

5.3.6 Members may not knowingly have a direct or indirect interest in a contract with the municipality or public body contemplated in section 5.1

A member is deemed not to have such interest if:

- 1) The member acquires such interest as part of an inheritance or donation, and renounces or disposes of it as soon as possible;
- 2) The member's interest consists of holding shares in a company of which the member is not an owner, director or senior executive, and in which the member holds less than 10% of the voting stock;
- 3) The member's interest is based on the fact that he or she is a member, director or officer of another municipal or public body within the meaning of the Access to Public Documents and Protection of Personal Information Act (R.S.Q., chapter A-2.1), a non-profit organization, or an body of which he or she is required by law to be a member, director or officer in his or her capacity as a member of the municipal council or municipal body;
- 4) The contract is for remunerations, allowances, reimbursement of expenses, social benefits, goods or services to which the member is entitled as a condition of employment associated with his or her office in the municipality or municipal body;
- 5) The contract is for the member's appointment to an official post or employment which the member is eligible to hold without prejudice to his or her office;
- 6) The contract is for the delivery of general services provided by the municipality or municipal body;
- 7) The contract is for the sale or rental of an immovable on non-preferential terms;
- 8) The contract is in the form of bonds, notes or other public securities offered by the municipality or municipal body, or is for the acquisition of the securities on non-preferential terms;
- 9) The contract is for services or goods that the member is required by statute or regulation to supply or render to the municipality or municipal entity;
- 10) The contract is for the supply of goods by the municipality or municipal body and was signed before the member assumed office in the municipality or municipal body, and before he or she entered as a candidate for office or was elected to office;

11. In case of *force majeure*, the general interest of the municipality or municipal body requires that the contract be awarded in preference to all other offers.

5.3.7 A council member who is present at a session when a matter arises in which he or she has a private pecuniary interest, whether directly or indirectly, must disclose the general nature of his or her interest before debate on the matter begins. Interested members must also abstain from taking part in discussion or debate, voting or attempting to influence a vote on the matter.

In a closed session, the member must, in addition to the preceding, disclose the general nature of his or her interest, and then leave the session and remain absent until the matter has been debated and voted upon.

If the matter on which a council member has a pecuniary interest is taken up during a session when the member is absent, the member, once he or she becomes aware that matter is under discussion, must disclose the general nature of his or her interest to the first session at which he or she is present.

This subsection does not apply in cases where the council member's interest consists of remunerations, allowances, reimbursement of expenses, social benefits, goods or services to which the member is entitled as a condition of employment associated with his or her office in the municipality or municipal body;

Nor does it apply in a case where a council member's interest is so small that the member cannot reasonably be expected to be influenced by it.

5.4 Use of municipal resources:

Members are prohibited from using the resources of the municipality or any other body referred to in section 5.1 for personal use or for purposes other than activities related to their official duties.

This prohibition does not apply when a council member uses a resource generally available to citizens, and does so on non-preferential terms.

5.5 Use or communication of confidential information

Council members must respect the confidentiality of information not generally available to the public but which they have obtained in the course of their official duties. This confidentiality applies both during and after their terms of office, and they are further prohibited from using or communicating, or attempting to use or communicate, such information so as to further their private interests or those of another person or persons.

5.6 After term of office

During the 12 months after the end of council members' respective terms of office, they are prohibited from serving as a director, officer or senior executive of a corporation, or hold employment or any other position so as to obtain undue benefit for themselves or another person, based on their previous office as members of the municipal council.

5.7 Breach of trust and embezzlement

Council members are prohibited from diverting goods belonging to the municipality for their private use or use by a third party.

SECTION 6: MECHANICS AND ENFORCEMENT

6.1 Any violation of a rule or rules of this Code of Ethics and Good Conduct by a member of a municipal council may result in one or more of the following sanctions:

- 1) A reprimand;
- 2) The delivery to the municipality, within 30 days after the decision of the Commission municipale du Québec, of:
 - a) the gift, mark of hospitality or benefit received, or its equivalent value;
 - b) any profit obtained in violation of a rule or rules of this code;
- 3) Repayment of the remuneration, allowance or other amounts received as a member of a municipal council, committee or commission, or as a member of a body contemplated in section 5.1, while the violation of the rule or rules continued;
- 4) Suspension of the municipal council member for a period of up to 90 days and not exceeding the expiry date of the member's term of office.

When suspended, a municipal council member may not sit on any council, committee or commission of the municipality, or on any other body in his or her capacity as a municipal council member; nor receive any remuneration, allowance or other amounts from the municipality or such body.

SECTION 7: ENTRY INTO FORCE

This regulation shall come into force according to the relevant provisions of the Act.

- (11-11-207) Motion Cr. O'Malley to send letters of invitation to tender for the supply of supreme gasoline, stove oil, furnace oil and clear diesel. Crd. The Mayor abstains from voting.
- (11-11-208) Cr. Drummond gives notice of motion to adopt the SQ by-laws. Crd. The Mayor abstains from voting.
- (11-11-209) Motion Cr. Forbes to support the application of Bert Sheppard to use 5000 m2 of his agricultural land located at 97 Route 148, for commercial purposes. Crd. The Mayor abstains from voting.
- (11-11-210) Motion Cr. Drummond to support the application of Peter Haughton to operate a bed & breakfast on his property located at 46 Bristol Road since it complies with our zoning by-laws. Crd. The Mayor abstains from voting.
- (11-11-211) Resolution for Termination of Service Agreements for Emergency Call Answering Service 9-1-1
- WHEREAS some of our residents and visitors are unilingual Anglophones;
- WHEREAS some dispatchers of your service call center 9-1-1 do not speak English;
- WHEREAS after numerous complaints on the territory of our MRC, bilingual service did not improve significantly;
- WHEREAS the residents' lives may be at risk because of this deficiency;
- WHEREAS according to section 14.1 of the primary agreement, a written notice shall be sent to you at least ninety days before terminating the agreement
- THEREFORE, It is moved by Cr. Kilgour and resolved to terminate the service agreement Entente, centre de réponse primaire urgence 9-1-1, 2008-2017 also called SERVICE AGREEMENT, Pertaining to the supply of an emergency call answering service (9-1-1) as of April 1st, 2012. This agreement was signed between Monique Charette, for the company CARVG which became Groupe CLR following the sale of the company, and the Municipality of Bristol. Crd. The Mayor abstains from voting.

- (11-11-212)** Motion Cr. Graham to send a list of our firefighters with their qualifications to the Municipality of Shawville. Crd. The Mayor abstains from voting.
- (11-11-213)** Motion Cr. Smith to send Tom Orr Cartage Construction a letter stating that we are opposed to further discussions concerning the waste disposal dispute and to proceed with legal action if inclined. In addition, inform them that we will be maintaining our recycling with CFER. Crd. The Mayor abstains from voting.
- (11-11-214)** Motion Cr. Forbes to grant The Pontiac Tourism Association permission to connect the lighting system for illumination of the Information Kiosk located at the Heritage Centre to the existing electric system providing that they install a timer on the lights. Crd. The Mayor abstains from voting.
- (11-11-215)** Motion Cr. Forbes to indicate our interest to the MRC for the services of a civil engineer and request information on the costs associated. Crd. The Mayor abstains from voting.
- (11-11-216)** Motion Cr. Graham to support the following resolution and to request that they consider extending the rail to Bristol Village. Crd. The Mayor abstains from voting.

Non-Exclusive Collaboration with Mobility Ottawa-
Outaouais: Systems & Entreprises Inc.

- WHEREAS** Bristol is functionally integrated with Canada's National Capital Region, in terms of employment, business, access to services, post-secondary education, recreation, culture, social and family networks, ecological landscape, and other factors;
- AND WHEREAS** the socio-economic resilience of Bristol through the coming decades would be enhanced with cost-effective, prompt, comfortable and ecologically sound passenger rail service that integrates with other transit, cycling, pedestrian and automobile infrastructure throughout Ottawa, Gatineau, and surrounding rural and semi-rural areas;
- AND WHEREAS** Bristol encourages private-sector-led initiatives that complement its economic, environmental and social objectives;

AND WHEREAS Bristol is committed to effective maintenance and efficient use of existing capital infrastructure for the general advantage of its citizens and visitors;

AND WHEREAS Mobility Ottawa-Outaouais: Systems & Enterprises Inc. (mOOse Inc.) is a federally incorporated commercial firm whose purpose is to develop a region-wide open and collaborative undertaking called “the mOOse Consortium”. The Consortium would operate cost-effective, prompt, comfortable and ecologically sound passenger transit services based upon 400 km of existing infrastructure throughout Canada’s National Capital Region, in a six-pointed star pattern that radiates from the urban core of Ottawa/Gatineau to the rural areas;

- Wakefield (La Pêche) QC
- Smith Falls ON
- Arnprior ON
- Papineauville / Montebello QC
- Norway Bay (Bristol) QC
- Casselman/Maxville/Alexandria ON

AND WHEREAS mOOse Inc. and its partners are developing a whole-region transit planning model, and a feasibility study of whole-region passenger railway services, which they plan to share openly with all stakeholders in regional transit to enhance business and public sector investment decisions;

AND WHEREAS mOOse Inc. and its partners are preparing inspections and technical reports on the current state, and minimum Class 3 upgrade requirements of existing railways in the region, and are preparing infrastructure funding applications and permission requests to implement priority railway upgrade work as soon as practicable (during the 2012 construction season to the extent possible);

THEREFORE BE IT RESOLVED THAT the Corporation of Bristol shall send to mOOse Inc. a written, non-binding, non-exclusive “Expression of Interest” in the mOOse Consortium plan for a transit service throughout the National Capital Region and its adjacent areas, which the company may append to funding applications, to its website, and to other communications;

AND BE IT FURTHER RESOLVED THAT the Corporation of Bristol recognizes transportation interdependence amongst all municipalities of the National Capital Region and its adjacent areas, and therefore commits to prompt communication and collaboration within its resources and capacities, to advance analysis and planning for a whole-region transit service;

AND BE IT FURTHER RESOLVED THAT the Corporation of Bristol will pro-actively identify and offer data in its possession that could be useful towards whole-region transportation modelling, towards the economic feasibility analysis of a whole-region transit service, and towards investment decisions by business and public sector stakeholders in whole-region transit.

I, Christina Peck, Director General of the Municipality of Bristol, certify that there are credits available to pay the expenses below.

Christina Peck, Director General

- (11-11-217)** Motion Cr. Forbes that invoices totalling \$92 659.63 be paid for the month of October. Crd. The Mayor abstains from voting.
- (11-11-218)** Motion Cr. Kilgour to accept the financial statement for the month of September, as per the new method of presenting these statements with a month delay for improved accuracy. Crd. The Mayor abstains from voting.
- (11-11-219)** Motion Cr. Drummond to reduce the speed limit to 30 km on Ragged Chute Road from November 8th to 13th in the vicinity of Timberland, 36 Ragged Chute, for the Bristol Dryland Canadian Championship Dog Races scheduled for November 12th & 13th. Crd. The Mayor abstains from voting.
- (11-11-220)** Motion Cr. Drummond to send a registered letter to Martin Roth containing the same information as the letter previously mailed. Crd. The Mayor abstains from voting.
- (11-11-221)** Motion Cr. O'Malley to purchase 8 tires for the tandem from Commercial Tire at a cost of \$225 each, taxes extra. Crd. The Mayor abstains from voting.

- (11-11-222) Motion Cr. Forbes to purchase a slide in sander for the 2010 GMC Sierra at the discretion of the Road Foreman, Derek O'Malley. Crd. The Mayor abstains from voting.
- (11-11-223) Motion Cr. Forbes to send a thank-you to the Bristol Golden Age Euchre Club for their \$500 donation towards the use of the Jack Graham Bristol Community Centre. Crd. The Mayor abstains from voting.
- (11-11-224) Motion Cr. O'Malley to close the meeting. Crd. The Mayor abstains from voting.

Mayor Brent Orr

Director General Christina Peck