

**PROVINCE OF QUEBEC
MUNICIPALITY OF PONTIAC**

MINUTES of the regular municipal council meeting held on Tuesday, February 9, 2010 at 8:00 p.m. at the Pontiac community centre situated at 2024 route 148, Pontiac, those who were present :

Edward McCann, mayor, Dr. Jean Amyotte, acting mayor and councillors, Roger Larose, Lynne Beaton, Jim Coyle, Inès Pontiroli and Brian Middlemiss.

ALSO PRESENT : the director general and several ratepayers.

The meeting began at 8:00 p.m.

FLOOR OPEN TO PUBLIC

Bobby Gordon

- Tax bill – property on 2nd avenue

Nancy Maxsom

- Mrs. Maxsom questions the merit of paying \$30 to employees as a Christmas gift
- Asks if the employees take Christmas holidays on their own time, i.e. holidays, accumulated hours
Answer : Yes
- Business taxes: She has not seen any promotion done the monies collected from business taxes. Has there been any offenders ?
To be verified.

Jean-Claude Carisse

- As secretary of an association, he is dissapointed to receive the 1st instalment only at the end of February.
- Update on the file regarding sewage.
- Update on the file regarding the incinerator project.

Tyler Lamont

- Arrangements for taking possession of his horse.

10-02-43

ADOPTION OF THE AGENDA

1. **Opening of the meeting**
2. **Floor open to public**
3. **Adoption of the agenda**
4. **Adoption of the minutes of previous meetings**
 - 4.1 Minutes of the special council meetings held on January 7th, 12th, 19th and the 26th, 2010
5. **Administration**
 - 5.1 List of invoices to pay
 - 5.2 List of fixed expenses
 - 5.3 List of incurred expenses for the month of February
 - 5.4 Request « Desjardins free-business solutions »
 - 5.5 Appropriation of credit (fixed expenses)
 - 5.6 Tendering procedure – purchase of various vehicles and equipment for the public works department
6. **Public security**
 - 6.1
7. **Public works**
 - 7.1 Guard rails – Terry-Fox road
 - 7.2 Subsidy – help for the improvement of the municipal road network
8. **Public hygiene**
 - 8.1 Notice of motion - Drinking water system - Quyon
9. **Urban renewal and zoning**
 - 9.1 Housing project – 1558, route 148 – Lise Massé
 - 9.2 Incinerator project – Urban planning by-law
 - 9.3 Violation - nuisances – 190, chemin Cedarvale – Chantal Lemay
 - 9.4 Appointment – members of the P.A.C.
 - 9.5 O.M.H.
10. **Recreation and culture**
 - 10.1 Gymnasium - Vallée-des-Voyageurs school in Luskville
 - 10.2 Financial assistance – Recreation
 - 10.3 Municipality of Shawville
11. **Miscellaneous**
 - 11.1 Canada Post – community mail boxes
12. **Various reports and correspondence**
 - 12.1 Tabling of various municipal reports: a) animals
13. **Tabling of the registre of correspondence**
 - 13.1 Register of the correspondence received in January 2010
14. **Question period**
15. **Closing of meeting**

It is

Moved by Inès Pontiroli
Seconded by Jim Coyle

AND RESOLVED to adopt the agenda with the following modifications:

Additions: 5.7 Auction sale – horse
7.3 4 x 4 Ford F150 truck
7.4 Trench – municipal dump
7.5 Sign – work on bridge – Egan street
7.6 Applying sand – côte McKay
10.4 “Quyon Waterfront Committee”

Carried

10-02-44

**ADOPTION OF THE MINUTES OF THE SPECIAL COUNCIL MEETINGS
HELD ON JANUARY 7TH, 12TH, THE 19TH AND 26TH, 2010**

Moved by Dr. Jean Amyotte
Seconded by Inès Pontiroli

AND RESOLVED to adopt the minutes of the special council meetings held on January 7th, 12th, the 19th and the 26th, 2010 as written and distributed.

Carried

10-02-45

LIST OF INVOICES TO PAY

Moved by Brian Middlemiss
Seconded by Jim Coyle

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to \$ 82,028.93 (see appendix in file no.102-102) for the period ending February 1, 2010 and to debit budget posts related to the expenses mentioned on said list.

Carried

10-02-46

LIST OF FIXED EXPENSES

Moved by Inès Pontiroli
Seconded by Lynne Beaton

AND RESOLVED THAT this Council approves the list of expenses from the history of cheques which includes:

- fixed expenses;
- payments via Internet;
- the true amount of invoices paid following approval by incurring expenses or by resolution;

all for a total of **\$197,897.76** (see appendix) for the period ending January 28, 2010 and to debit related budget accounts for the expenses mentioned on said list.

Carried

10-02-47

LIST OF INCURRED EXPENSES FOR THE MONTH OF FEBRUARY

Moved by Dr. Jean Amyotte
Seconded by Roger Larose

AND UNANIMOUSLY RESOLVED to accept the incurring expenses that appear in annex A (see file 102-102), for a total amount of **\$3,363.61** taxes included.

Carried

10-02-48

REQUEST "DESJARDINS FREE-BUSINESS SOLUTIONS"

It is

Moved by Jim Coyle
Seconded by Roger Larose

AND RESOLVED THAT the Municipality of Pontiac is authorized to ask "Service des Cartes Desjardins" for a request to issue a credit card; credit margin and financing "Accord-D, according to Desjardins free-business solutions":

The limit of \$3,000 in the name of the Municipality of Pontiac.

IT IS FURTHER RESOLVED THAT the director general, Mr. Sylvain Bertrand and the mayor, Mr. Edward McCann are hereby authorized to sign in the name of the Municipality, any document necessary in order for the present to have effect.

Carried

10-02-49

APPROPRIATION OF CREDIT (FIXED EXPENSES)

WHEREAS, in accordance with the requirements of the Quebec Municipal Code, and the book regarding the presentation of municipal financial information, any expense made by

the municipality must be the object of an assignment for specific credits voted by the municipal council;

WHEREAS in order to standardize these requirements related to fixed expenses the assignment of credits can be made at the beginning of the fiscal year. The fixed expenses are set or inevitable expenses that we must assume by reason of a contracted obligation or the necessity to own certain goods in order to function;

CONSEQUENTLY, it is

Moved by Dr. Jean Amyotte
Seconded by Inès Pontiroli

AND RESOLVED THAT this Council authorize that the following fixed expenses be paid on reception of the invoice for the year 2010 and that a report be submitted to council at the meeting following payment of these expenses. The following expenses were either approved by council when adopting the 2010 budget or by a specific motion, or by incurring expenses, for these ends:

- remuneration of council members;
- municipal employees' salaries;
- our share of expenses at the M.R.C. des Collines-de-l'Outaouais;
- expenses for heating oil;
- expenses for electricity;
- expenses for the telephone;
- expenses for gasoline;
- insurance contract for municipal property;
- contract – legal adviser;
- caretaker's contract;
- snow removal contracts;
- contract for garbage collection;
- contract for animal control;
- contract for mowing grass;
- contract for the caretaker at the dump;
- contract for alarm central;
- contract for carpets;
- invoices paid with credit card;
- maintenance contract for the photocopier;
- maintenance contract for the stamp machine;
- maintenance contract for the computers;
- quarterly payments for the libraries;
- expenses related to postage or parcel services;
- other expenses of the same nature;
- monthly remittances to provincial and federal governments;
- vehicle registration and mechanical verification;
- chlorine for drinking water system;

- tablets for testing drinking water;
- photocopier paper;
- expenses related to petty cash;
- contract Internet services;
- contract – exterminator;
- contract - auditor

Carried

10-02-50

TENDERING PROCEDURE – PURCHASE OF VARIOUS VEHICLES AND EQUIPMENT FOR THE PUBLIC WORKS DEPARTMENT

WHEREAS numerous vehicle and equipment purchases are required by the Public works department to support its operational plan and budget for 2010;

WHEREAS the purchase of these vehicles and equipment will require a “request for tendering” procedure;

WHEREAS the “request for tendering” procedure does not commit the municipality to any purchase agreement;

WHEREAS the vehicles and equipment required have been foreseen, itemized, and provided for in the 2010 municipal budget;

- a hay chopper ;
- mechanical broom (roads) ;
- chipper ;
- 1-ton truck ;
- Case tractor

CONSEQUENTLY, it is

Moved by Roger Larose
Seconded by Jim Coyle

AND RESOLVED THAT council instruct the director general to proceed with the tendering procedure for any and all vehicles and equipment, itemized in the 2010 budget, as approved by the Public works committee.

Councillors Inès Pontiroli and Brian Middlemiss vote against the motion.

Carried on a divided vote

10-02-51

AUCTION SALE – HORSE

WHEREAS on November 18, 2009, the municipality was informed of a horse running free on River road;

WHEREAS for the safety of motorists, the municipality decided to capture the animal;

WHEREAS the horse's owner was officially informed of the situation and the associated fees;

WHEREAS articles 942 and 943 of the Quebec civil code;

CONSEQUENTLY, it is

Moved by Inès Pontiroli
Seconded by Roger Larose

AND RESOLVED THAT on Monday, February 15th, council begin the procedures for an auction sale for with a deadline of at least 10 days following the publication of a notice for the said sale, stating its nature, place and time.

Carried

10-02-52

GUARD RAILS – TERRY-FOX ROAD

It is

Moved by Dr. Jean Amyotte
Seconded by Jim Coyle

AND RESOLVED THAT the Municipality of Pontiac inform the city of Gatineau of its approval of work to be done regarding the installation of guard rails on Terry-Fox road.

Carried

10-02-53

SUBSIDY – HELP FOR THE IMPROVEMENT OF THE MUNICIPAL ROAD NETWORK

WHEREAS this Council accepts the work on municipal roads in the amount of \$35,416 and that there are no other subsidies pertaining to this work;

Is is

Moved by Jim Coyle
Seconded by Dr. Jean Amyotte

AND RESOLVED THAT this council approve the expenses for the work done on the road (s) for the subsidized amount of \$27,000.00, according to the Department of Transport requirements (file no. 00015290-1-82030(07) – 2009-06-29-14).

IT IS FURTHER RESOLVED THAT the work has been done according to the present expenses on the road (s) to which the responsibility lies with the municipality and that that the working papers have been settled (see attached list).

Carried

10-02-54

4 X 4 FORD F150 TRUCK

WHEREAS offers received for a 4 x 4 Ford F150 truck;

WHEREAS the lowest offer in compliance with our specifications was from Shawville Ford Inc. in the amount of \$28,518.03 (taxes included);

It is

Moved by Roger Larose
Seconded by Jim Coyle

AND RESOLVED THAT the municipality hereby proceed with the purchase of the 4 x 4 Ford F150 truck from Shawville Ford for the sum of \$28,518.03, as submitted.

Councillor Brian Middlemiss votes against the motion.

Carried on a divided vote

10-02-55

TRENCH – MUNICIPAL DUMP

It is

Moved by Roger Larose
Seconded by Dr. Jean Amyotte

AND RESOLVED THAT the sum of \$4,627.87 be granted to Mr. Raymond Bélisle for digging a trench at the municipal dump.

Carried

10-02-56

SIGN – WORK ON BRIDGE – EGAN STREET

It is

Moved by Jim Coyle
Seconded by Lynne Beaton

AND RESOLVED THAT, due to bridge repairs on Egan street, the municipality ask that the Quebec ministry of Transport ensure that signs indicate the closure of the said bridge on Egan street are installed at the intersection of Stanton road, Egan street, and Murray road and highway 148.

Carried

10-02-57

SAND – CÔTE McKAY

It is

Moved by Dr. Jean Amyotte
Seconded by Inès Pontiroli

AND RESOLVED THAT a \$200.00 budget is granted for applying sand on the road at “côte McKay” for festivities organized in that area on February 27th.

Carried

NOTICE OF MOTION

Notice of motion is hereby given by councillor Jim Coyle that at a subsequent council meeting he intends to present a borrowing by-law in order to pay for the expenses of the potable water system in Quyon.

Signature

10-02-58

HOUSING PROJECT – LOT : 2 684 043 – 1558, route 148 – Lise Massé

WHEREAS the applicant wishes to subdivide lot 2 684 043 in order to create two (2) new residential lots;

WHEREAS during the regular meeting held on September 8th 2009, council adopted resolution 09-09-34;

WHEREAS the subdivision plan prepared by land surveyor Mr. Michel Fortin is not in conformity with resolution no. 09-09-34;

WHEREAS the new proposed road must first be subject to receive an authorization from the Quebec ministry of Transport;

CONSEQUENTLY, it is

Moved by Dr. Jean Amyotte

Seconded by Inès Pontiroli

AND RESOLVED that council does not support the subdivision plan of lot 2 684 043 as prepared by land surveyor Mr. Michel Fortin.

Councillor Roger Larose votes against the motion.

Carried on a divided vote

10-02-59

INCINERATOR PROJECT – URBAN PLANNING BY-LAW

WHEREAS the incinerator project in zone no. 41 of the zoning plan PZ-01;

WHEREAS the professional advice of Mr. Pierre-Yves Guay, urban planning consultant;

WHEREAS zoning by-law 177-01 and zoning plan PZ-01 need to be changed in order to allow the usage of class P (public building) in zone no. 41;

CONSEQUENTLY, it is

Moved by Inès Pontiroli

Seconded by Roger Larose

AND RESOLVED that council give the urban planning consultant Mr. Pierre-Yves Guay, the mandate to prepare a draft by-law.

Councillor Brian Middlemiss votes against the motion.

Carried on a divided vote

10-02-60

VIOLATION – Nuisances – 190 Cedarvale road – Chantal Lemay

WHEREAS the nuisance by-law 04-07;

WHEREAS numerous violation notices were sent to the owner, regarding the run-down buildings;

WHEREAS the inspection report from the fire department dated November 9th, 2009;

WHEREAS the certificate of valuation dated April 23rd 2009 states that the buildings have lost 50% or more of their value;

WHEREAS this Council acknowledges that there has been a violation;

CONSEQUENTLY, it is

Moved by Dr. Jean Amyotte
Seconded by Inès Pontiroli

AND RESOLVED that this Council hereby authorizes the transfer of this file to our legal advisors for procedures of renovations or demolition of the run-down buildings located at 190 Cedarvale.

Carried

10-02-61

NOMINATION – PLANNING ADVISORY COMMITTEE

WHEREAS by-law no. 05-08 concerning the planning advisory committee;

WHEREAS applications received;

CONSEQUENTLY, it is

Moved by Dr. Jean Amyotte
Seconded by Inès Pontiroli

AND RESOLVED THAT council accepts the following candidates as members of the P.A.C for a 2-year term :

Mr. David Birt
Mr. Pierre Lafrance

Carried

10-02-62

O.M.H.

It is

Moved by Jim Coyle
Seconded by Lynne Beaton

AND RESOLVED THAT the municipality pay the sum of \$7,275 to the Pontiac OMH, which represents its share of the deficit (10%).

Carried

10-02-63

PURCHASE OF EQUIPMENT – GYMNASIUM

It is

Moved by Brian Middlemiss
Seconded by Dr. Jean Amyotte

AND RESOLVED THAT the Municipality of Pontiac hereby inform management at the Vallée-des-Voyageurs school in Luskville that it agrees to pay 25% of the cost of equipment noted on the list showing on Mrs. Kim Anne De Champlain's e-mail dated February 1, 2010, that is, the sum of \$800.00 of the total purchase of \$3,200.00, upon presentation of supporting documents.

Carried

10-02-64

FINANCIAL ASSISTANCE – RECREATION ORGANIZATIONS

WHEREAS the recommendations of Mrs. Lynne Beaton, responsible for the recreation department;

It is

Moved by Lynne Beaton
Seconded by Inès Pontiroli

AND RESOLVED to grant financial assistance to the following organizations:

<u>Name</u>	<u>Amount</u>
Quyon « C Kidz Kan »	\$6,467.10
Groupe Action Jeunesse (Luskville)	\$5,600.00

Carried

10-02-65

MUNICIPALITY OF SHAWVILLE

It is

Moved by Lynne Beaton
Seconded by Roger Larose

AND RESOLVED THAT the municipality pay the sum of \$4,674 to the Municipality of Shawville, which represents its share for the use of the arena by Pontiac residents.

Carried

10-02-66

QUYON WATERFRONT COMMITTEE

It is

Moved by Edward McCann
Seconded by Lynne Beaton

AND RESOLVED THAT the Municipality of Pontiac hereby recognizes the "Quyon Waterfront Committee" as being the sole representative of the revitalization project for the waterfront area (property and building) close to the Beach Barn in the village of Quyon.

A vote is requested and registered as follows:

FOR
Edward McCann
Lynne Beaton
Roger Larose
Inès Pontiroli

AGAINST
Jim Coyle
Dr. Jean Amyotte
Brian Middlemiss

Carried on a divided vote

10-02-67

COMMUNITY MAIL BOXES

WHEREAS Canada Post has replaced the old "group mail boxes" with the modern "community mail boxes" located in the eastern part of our municipality;

WHEREAS the "community mail boxes" provide enhanced services to our residents;

WHEREAS the residents of the western part of our municipality are serviced through the old "group box system";

WHEREAS these residents are deprived of these enhanced services;

WHEREAS the general condition and appearance of these old "group mail boxes" are deemed to be less than desirable;

WHEREAS only thirteen "boxes" are required to be changed;

WHEREAS up to 130 households are affected;

WHEREAS only seven locations are affected;

CONSEQUENTLY, it is

Moved by Jim Coyle
Seconded by Roger Larose

AND RESOLVED THAT this council instruct the director general to take the appropriate action, to advise Canada Post of our desire to have this upgrade to "community mail boxes" completed as soon as possible in 2010.

Carried

VARIOUS REPORTS AND CORRESPONDENCE

- Tabling of various municipal reports: a) animals;

TABLING OF DOCUMENTS

- Registre of the correspondence received in January 2010.

QUESTION PERIOD

10-02-68

ADJOURNMENT OF THE MEETING

It is

Moved by Jim Coyle
Seconded by Lynne Beaton

AND RESOLVED to close the meeting at 9:45 p.m., having gone through the agenda.

Carried

MAYOR

DIRECTOR GENERAL

« I, mayor Edward McCann, hereby certify that the signature on the present minutes is equivalent to the my signature on each and every resolution herein, as specified in article 142 (2) of the Municipal Code».