

**PROVINCE OF QUEBEC
MUNICIPALITY OF PONTIAC**

MINUTES of the regular municipal council meeting held on Tuesday, February 8, 2011 at 8:00 p.m. at the Luskville Community centre, situated at 2024 route 148, Pontiac.
Those who were present :

Edward McCann, mayor, Dr. Jean Amyotte, pro-mayor and councillors, Roger Larose, Lynne Beaton, Jim Coyle and Brian Middlemiss.

EXCUSED ABSENCE : Inès Pontiroli, councillor.

Also present the director general and several ratepayers.

The meeting began at 8:00 .pm.

FLOOR OPEN TO PUBLIC

11-02-531

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 meetings held on January 11th and 18th, 2011
- 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 Meeting place
 - 5.5 Credit margin
 - 5.6 Caretaker – contract
 - 5.7 Contract – caretaker – Breckenridge fire hall
 - 5.8 O.M.H. – 2011 budget review
 - 5.9 Budgetary transfers
 - 5.10 Policy on granting monies for training
 - 5.11 Training
 - 5.12 Request for purchase – budgetary transfers
- 6. Public security**
 - 6.1 Fire protection – Prime minister’s cottage
- 7. Public works**
 - 7.1 Construction Edelweiss – Paving project
- 8. Public hygiene**
 - 8.1 Accepting the 2010 contingency plan – water and sewers
 - 8.2 Tecknika HBA service offer - Feasibility study – Terratube system
 - 8.3 Construction – committee - drinking water
- 9. Urban renewal and zoning**
 - 9.1 Subdivision – 5 chemin Elm – William Twolan
 - 9.2 Violations – 29 chemin du Cerfeuil
 - 9.3 Appointment – Member of Planning advisory committee
 - 9.4 Request to the C.P.T.A.Q.- 3152, Route 148 – Simone Chevrier
 - 9.5 Subdivision – 889, chemin des Diamants – Gilbert Fournier et Louise Bard
 - 9.6 Violation – 169, chemin des Pêcheurs
- 10. Recreation and culture**
 - 10.1 Request for financial assistance – Société Pièce sur pièce – « the other Outaouais » project
 - 10.2 Maintenance – skating rink – Davis park

- 10.3 ATV trails
- 10.4 Snowmobile trails
- 10.5 Ottawa river – aeronautical gathering
- 11. Miscellaneous**
 - 11.1
- 12. Various reports and correspondence**
 - 12.1 Tabling of various municipal reports: a) animals; b) Agreement with the Attorney general – fines - numbered roads
- 13. Tabling of the registre of correspondence**
 - 13.1 Register of the correspondence received in January 2010
- 14. Question period**
- 15. Closing of the meeting**

It is

Moved by Dr. Jean Amyotte
 Seconded by Jim Coyle

AND RESOLVED to adopt the agenda as prepared and read.

Carried

11-02-532

ADOPTION OF THE MINUTES OF THE SPECIAL MEETINGS HELD ON JANUARY 11 AND 18TH, 2011

Moved by Dr. Jean Amyotte
 Seconded by Jim Coyle

AND RESOLVED to adopt the minutes of the special meetings held on January 11th and 18th, 2011.

Carried

11-02-533

LIST OF INVOICES TO PAY

Moved by Dr. Jean Amyotte
 Seconded by Roger Larose

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to **\$84,827.54** (see appendix in file no.102-102) for the period ending January 28, 2011 and to debit budget posts related to the expenses mentioned on said list.

Carried

11-02-534

LIST OF FIXED EXPENSES

Moved by Roger Larose
 Seconded by Jim Coyle

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 **\$227,701.45** (see appendix) for the period ending January 28, 2011 and to debit related budget accounts for the expenses mentioned on said list.

Carried

11-02-535

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 **\$28,428.46** taxes included.

Carried

11-02-536

LOCATION OF MEETINGS

It is

Moved by Jim Coyle
Seconded by Dr. Jean Amyotte

AND RESOLVED THAT council hereby chooses the following locations to hold the regular council meetings :

May 10, 2011 : Breckenridge fire hall, 1491 route 148
August 9, 2011 : Beach Barn, 2 Ferry road

Councillor Brian Middlemiss votes against the motion.

Carried on a divided vote

11-02-537

CREDIT MARGIN

It is

Moved by Jim Coyle
Seconded by Dr. Jean Amyotte

AND RESOLVED THAT the municipal council hereby authorizes the director general to negotiate a credit margin with the Caisse populaire, necessary for the functioning of the municipality, which is based on the letters of authority for loans signed by the Ministry of municipal affairs (M.A.M.R.O.T.).

Councillor Brian Middlemiss votes against the motion.

Carried on a divided vote

Coucillor Roger Larose steps out at 8:15 p.m.

11-02-538

CARETAKER CONTRACT

It is

Moved by Jim Coyle
Seconded by Dr. Jean Amyotte

AND RESOLVED THAT the municipality extend the contract with the caretaker Mr. Daniel Leblond until June 1st, 2011 in order to have the time necessary to prepare a detailed and precise scope of work and to finish the works related to the extension and renovations.

Carried

Councillor Roger Larose returns at 8:17 p.m.

11-02-539

CARETAKER CONTRACT – BRECKENRIDGE FIRE HALL

It is

Moved by Dr. Jean Amyotte
Seconded by Roger Larose

AND RESOLVED THAT the municipality request tenders for the janitorial and administration duties of the premises at the Breckenridge fire hall.

AMENDMENT

It is

Moved by Jim Coyle
Seconded by Roger Larose

AND RESOLVED to suggest an extension of the agreement with the Pontiac firefighters association to June 1st, and to handle all of the contracts pertaining to the caretaker position at the same time.

A vote is requested and registered as follows :

All five councillors vote in favour.

Carried

11-02-540

O.M.H. BUDGET REVIEW

It is

Moved by Jim Coyle
Seconded by Lynne Beaton

AND RESOLVED THAT the municipality hereby accepts the O.M.H. budget review as accepted by the Société d'Habitation du Québec (*Quebec housing agency*).

Carried

11-02-541

BUDGETARY TRANSFERS (ON FEBRUARY 1st, 2011)

It is

Moved by Brian Middlemiss
Seconded by Lynne Beaton

AND RESOLVED THAT the municipality carry out the budgetary transfers as described on the attached list in the amount of **\$4,226.00**.

Councillors Jim Coyle and Roger Larose vote against the motion, because in their opinion, it is too soon in the new year to make budgetary adjustments.

Carried on a divided vote

11-02-542

POLICY FOR GRANTING MONIES FOR TRAINING

It is

Moved by Dr. Jean Amyotte
Seconded by Jim Coyle

AND RESOLVED THAT the municipality hereby accepts to pay for employees' training according to the following :

1. Any request for training shall be sent to and accepted by council before the beginning of a course;
2. The municipality will pay for the registration fee, the parking and travelling;
3. Meals will be payable by the employee, if the duration of the course is less than 4 hours per day;
4. The employee shall reimburse all fees related to the course if he/she quits or fails the course, or if he/she quits their employment with the municipality within a 2 year period following the end of the course.

Carried

11-02-543

TRAINING

It is

Moved by Jim Coyle
Seconded by Dr. Jean Amyotte

AND RESOLVED THAT the municipality accepts to pay the fees of an *English* course to Mrs. Christiane Prince and that of *Contract management* to the director general, Mr. Sylvain Bertrand and to another employee of his choice, all for a cost of \$956.96.

Carried

11-02-544

REQUEST FOR PURCHASE – BUDGETARY TRANSFERS

WHEREAS budgetary transfers are a mandatory function of the municipal accounting system;

WHEREAS the occurrence of these « transfers » is a direct result of the need to spend over te budgeted amount for budget line items;

WHEREAS the occurrence of these « transfers » will result in the reduction of available budget for other goods and services;

WHEREAS the establishment and the controlled spending of departmental budgets, is a function of the department manager;

WHEREAS the need to foresee any budget overspending and the subsequent affects;

It is therefore,

Moved by Jim Coyle
Seconded by Roger Larose

AND RESOLVED THAT council instruct the director general to prepare appropriate procedures to ensure that department managers anticipate any budget overspending of line items at the time of request for purchase and submit a request for budgetary transfer at the same time.

Councillor Brian Middlemiss votes against the motion.

Carried on a divided vote

11-02-545

FIRE PROTECTION – HARRINGTON LAKE

WHEREAS the Prime Minister of Canada’s cottage is situated at Harrington Lake and is on the territory of the municipality;

WHEREAS according to the outline on risk coverage, we must ensure that there is fire protection, or at the very least, that we negotiate an agreement with a neighbouring municipality;

It is

Moved by Jim Coyle
Seconded by Lynne Beaton

AND RESOLVED THAT the municipality appoint the director general, the mayor and the pro-mayor to negotiate the basis of an agreement for the fire protection at the Prime Minister’s cottage at Harrington lake.

Carried

11-02-546

CONSTRUCTION EDELWEISS – PAVING PROJECT

WHEREAS on August 24, 2010 the municipal council adopted resolution number 10-08-349 authorizing the call for tenders for pavement repairs on various streets in the municipality;

WHEREAS the bids received with regard to the above mentioned call for tenders were opened on November 5, 2010, at 2:00 p.m.;

WHEREAS the bids for repairing the pavement on various streets in the municipality are clearly higher than the municipality was expecting to pay to have this work done;

WHEREAS the municipality has reserved the right to accept none of the tenders received;

WHEREAS for a healthy management of public funds, it is necessary to proceed with the rejection of all tenders received;

CONSEQUENTLY TO THE PREVIOUS, it is

Moved by Jim Coyle
Seconded by Dr. Jean Amyotte

AND RESOLVED THAT all tenders received relating to the call for tenders received on November 5, 2010 for the repairs of pavement on various streets in the municipality, are turned down.

Carried

Councillor Brian Middlemiss steps out at 8:30 p.m.

11-02-547

ACCEPTING THE 2010 CONTINGENCY PLAN – WATER AND SEWERS

It is

Moved by Lynne Beaton
Seconded by Jim Coyle

AND RESOLVED THAT the municipality hereby accepts the 2010 contingency plan for the water and sewer pipes, as prepared by Mr. Patrick Maguire of Teknika-HBA and that we hereby authorize the presentation of the final document to the M.A.M.R.O.T.

Carried

11-02-548

FEASIBILITY STUDY – TERRATUBE SYSTEM

It is

Moved by Dr. Jean Amyotte
Seconded by Jim Coyle

AND RESOLVED THAT the municipality hereby grant the mandate for a feasibility study on the Terratube system used for the treatment of septic waste in the municipality, to Mr. Patrick Maguire of Tecknika HBA, as per the revised proposal of January 25, 2011 for a total not exceeding \$8,400.00 (plus taxes).

Carried

Councillor Brian Middlemiss returns at 8:33 p.m.

11-02-549

CONSTRUCTION COMMITTEE – DRINKING WATER TREATMENT PLANT

It is

Moved by Dr. Jean Amyotte
Seconded by Jim Coyle

AND RESOLVED to appoint councillors Mr. Jim Coyle, Mrs. Lynne Beaton, Mr. Roger Larose, the mayor Mr. Edward McCann and the director general, Mr. Sylvain Bertrand to the construction committee on the drinking water treatment plant.

Carried

11-02-550

SUBDIVISION – 7 Elm, William Twolan

WHEREAS the decision no. 363228 of the C.P.T.A.Q. dated March 10th 2010;

WHEREAS the request is in conformity with subdivision by-law 178-01;

WHEREAS part of lots to be created under numbers 4 8687 236, 4 687 237 and 4 687 238 will be sold to the owners of adjacent lots;

CONSEQUENTLY,

Moved by Dr. Jean Amyotte
Seconded by Jim Coyle

AND RESOLVED that council ask Mr. Towlan to submit a revised plan indicating the servitude lines, the right of way or roads that are adjacent to lots 4 687 236, 4 687 237, 4687 238, 4 687 239 and 4 687 240 as shown on the plan prepared by land surveyor Michel Fortin, under his minutes 20732 dated November 11th, 2010.

Carried

11-02-551
VIOLATIONS – 29 Cerfeuil Road

WHEREAS the judgment made on December 21, 2010;

It is

Motioned by
Seconded by

IT IS RESOLVED that the Municipality of Pontiac gives the mandate to Paradis Monpetit Beauchamp bailiff's firm to enforce the judgment.

Having no one propose the motion, it is therefore rejected.

Rejected

11-02-552
APPOINTMENT – PLANNING ADVISORY COMMITTEE MEMBER

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

WHEREAS applications received;

CONSEQUENTLY, it is

Moved by Dr. Jean Amyotte
Seconded by Jim Coyle

AND RESOLVED THAT council accepts the following candidate as member of the P.A.C for a 2 year term :

Mr. Denis Dubé
Mr. Stéphane Alary

IT IS FUTHER RESOLVED THAT council accepts to renew Mrs Hélène Bélisle and Mr. Patrice Séguin's mandate for a 2 year term.

Carried

11-02-553

REQUEST TO THE C.P.T.A.Q – 3152, route 148, Simone Chevrier

WHEREAS the object of the request is for an authorization of alienation and the usage for other than agricultural purposes on lot 2 750 711, on a total area of 25 391.40 sq meters;

WHEREAS the request is in conformity with the zoning by-law 177-01;

WHEREAS the inventory of residential lot is limited;

CONSEQUENTLY, it is

Moved by Jim Coyle
Seconded by Roger Larose

AND RESOLVED that council supports the applicant's request for alienation and an authorization for a usage other than agricultural purposes on lot 2 750 711, in order to build a single family dwelling;

Carried

11-02-554

SUBDIVISION – 889, Diamants Road – Gilbert Fournier et Louise Bard

WHEREAS the applicant wishes to join lots 2 682 358 and 2 682 360, therefore creating lot 4 780 304;

WHEREAS the request is in conformity with subdivision by-law 178-01;

CONSEQUENTLY, it is

Moved by Roger Larose
Seconded by Jim Coyle

AND RESOLVED that council supports the applicant's request as shown on the plan prepared by land surveyor Hubert Carpentier under his minutes 3361 dated January 21st, 2010.

Carried

11-02-555

VIOLATION – 169 DES PÊCHEURS

WHEREAS during the regular meeting held on September 14, 2010, council adopted resolution #10-09-384, refusing to grant a minor derogation;

WHEREAS during the special meeting held on November 2, 2010, council rejected resolution #10-11-431;

WHEREAS in a letter dated December 15, 2010, the property owner was formally notified that he should submit a request for a permit as well as all the related documents, and to do so by February 1st;

WHEREAS by way of a letter dated February 1st, the property owner has requested a six (6) month delay in order to obtain the required permits and complete the work related to said permits.

It is

Moved by Jim Coyle
Seconded by Roger Larose

AND RESOLVED THAT council accepts the property owner's request, granting him an additional six (6) months to obtain the required permits and to complete the work related to said permits.

Carried

11-02-556

A GUIDE ON THE DISCOVERY OF OUR HERITAGE - SOCIÉTÉ PIÈCE SUR PIÈCE

It is

Moved by Dr. Jean Amyotte
Seconded by Lynne Beaton

AND RESOLVED THAT the municipality hereby accepts to contribute the sum of \$500 for the Société Pièce sur Pièce project « *A guide on the discovery of our heritage* »

This amount will be taken from budget item 02-62200-447.

Carried

11-02-557

MAINTENANCE – SKATING RINK – DAVIS PARK

WHEREAS Mr. Christian Lauzon's offer for the maintenance of the Davis park skating rink;

WHEREAS the director of public works has checked if people who could do the work were interested and this approach has turned out to be negative;

It is

Moved by Dr. Jean Amyotte
Seconded by Roger Larose

AND RESOLVED THAT the municipality hereby accepts Mr. Christian Lauzon's offer and pay the sum of \$3,000.00 for the maintenance of the Davis park skating rink for the winter 2010-2011, to be taken from budget item 02-70190-970 as two payments, that is on February 15th and March 15th 2011.

Carried

11-02-558

ATV TRAILS

WHEREAS the Pontiac Quad Club is asking for our support in developing a trail circuit that will serve all of Pontiac;

WHEREAS there already exists a few ATV trails in the municipality;

WHEREAS it is council's will to expand the ATV trail network;

WHEREAS our trails cannot connect with the rest of the Pontiac network because the Municipality of Bristol has not yet established any trails on their territory;

WHEREAS this activity is considered an important driving force for recreational tourism, producing significant economical spin-offs;

WHEREAS the Honourable Mr. Normand MacMillan, Minister of transportation, wishes to see the province of Québec equipped with a permanent trail system;

CONSEQUENTLY, it is

Moved by Dr. Jean Amyotte
Seconded by Roger Larose

AND RESOLVED THAT the municipality forward a letter showing our support to the Pontiac Quad Club.

IT IS FURTHER RESOLVED:

THAT the Municipality of Pontiac ask the Municipality of Bristol to go about developing trails in order to be able to link ours with the network that serves the rest of Pontiac, and this, in collaboration with the Pontiac Quad Club.

THAT the municipality send a letter to the Honourable Mr. Normand MacMillan showing our interest in the development of a section of the Québec-wide trail system in our municipality.

THAT a copy of the said letter be sent to all municipalities in the MRC Pontiac and the MRC des Collines, so that they also make similar requests.

Carried

11-02-559

SNOWMOBILE TRAILS

WHEREAS snowmobile clubs in the region are looking for a permanent solution for developing trails in the Outaouais region;

WHEREAS the Municipality of Pontiac is the entrance way to a vast territory that is favourable for this type of activity;

WHEREAS economical spin-offs from snowmobiling activities;

It is

Moved by Brian Middlemiss
Seconded by Lynne Beaton

AND RESOLVED THAT the Municipality of Pontiac inform the regional interveners of its interest in working towards finding a permanent solution for snowmobile trails.

IT IS FURTHER RESOLVED:

THAT the municipality send a letter to the Honourable Mr. Normand MacMillan showing our interest in the development of a section of the Québec-wide trail system in our municipality.

THAT a copy of the said letter be sent to all municipalities in the MRC Pontiac and the MRC des Collines, so that they also make similar requests.

Carried

11-02-560

OTTAWA RIVER - AERONATICAL GATHERING (FLY-IN)

It is

Moved by Dr. Jean Amyotte
Seconded by Jim Coyle

AND RESOLVED THAT the municipality pay for a portable toilet for this gathering on February 26, 2011 on the Ottawa river and proceed with sanding côte McKay if necessary before this gathering.

Carried

VARIOUS REPORTS AND CORRESPONDENCE

- Tabling of various municipal reports: a) animals; b) Agreement with the Attorney general – fines - numbered roads

TABLING OF DOCUMENTS

- Register of the correspondence received in January 2011.

QUESTION PERIOD

11-02-561

ADJOURNMENT OF THE MEETING

It is

Moved by Jim Coyle
Seconded by Lynne Beaton

AND RESOLVED to close the meeting at 9:05 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».