

**PROVINCE OF QUEBEC  
MUNICIPALITY OF PONTIAC**

MINUTES of the regular municipal council meeting held on Tuesday, August 9, 2011 at 8:00 p.m. in the hall at the Quyon Lions Hall, situated at 2 Ferry road, Pontiac. Those who were present :

Edward McCann, mayor, Dr. Jean Amyotte, pro-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**

Madeleine Carpentier	Ditches in the Luskville area, to be cleaned and rectified Inspection report from 2010 Library's roof
Leonard Lloyd	Fights on the streets during the night Condition of Stanton road Sidewalks close to the school Street lights Maison de la Famille Submission of a letter
Nancy Maxsom	Lieutenant position, fire brigade
Georges Bergeron	Shooting range Distance from residences Quads and motorcycle; noise regulation

**11-08-802**

**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 regular meeting held on July 12th and of the special meeting held on July 19th 2011
- 5. Administration**
  - 5.1 Budgetary transfers
  - 5.2 List of invoices to pay
  - 5.3 List of fixed expenses
  - 5.4 List of incurred expenses for the month of August
  - 5.5 Position – Responsible for purchases and supplies
  - 5.6 Position-Taxation clerk
  - 5.7 2010 O.M.H. statements
  - 5.8 Final payment – renovation work
  - 5.10 Invoice-Services Pierre Alary
  - 5.11 Invoice- CTM
  - 5.12 Discretionary funds
  - 5.13 Nuiances
  - 5.14 Replacement –General clerk position
- 6. Public Security**
  - 6.1 Appointment- fire prevention inspector
  - 6.2 Condition-remuneration-director of the fire department
- 7. Public works**

- 7.1 Notice of motion reducing speed limit- de la Baie road
- 7.2 Snowploughing contract- sector A
- 7.3 Stanton road
- 7.4 Asphaltting du Marquis and Omkar roads
- 7.5 Ditches- Highway 148
- 8. Public hygiene**
  - 8.1 Water line-Quyon river
  - 8.2 Extension of Hydro Network-potable water
  - 8.3 Closing of the dump
- 9. Urban renewal and zoning**
  - 9.1 Violation and litigious file-127 Sumac road
  - 9.2 Violations and litigious files- 371 des Pins road
  - 9.3 Request to the C.P.T.A.Q.- 1, Chamberland road, Karine Chamberland
  - 9.4 Violation-169 des Pêcheurs road
  - 9.5 Draft by-law 01-11-usage class C6- automobile recycling and storage
  - 9.6 Violation and litigious file- 344 Lelièvre road
  - 9.7 Violation and litigious file- 36 Gingembre road
  - 9.8 Notice of motion- zoning by-law
- 10. Recreation and culture**
  - 10.1
- 11. Miscellaneous**
  - 11.1
- 12. Various report and correspondence**
  - 12.1 Tabling of various municipal reports: a) animals
- 13. Tabling of the register of correspondence**
  - 13.1 Register of the correspondence received in July 2011
- 14. Question period**
- 15. Closing of meeting**

It is

Moved by Dr. Jean Amyotte  
 Seconded by Jim Coyle

AND RESOLVED to adopt the agenda with the following modifications :

**Additions :**

- 7.5 Ditches highway 148
- 8.3 Closing of the dump
- 9.8 Notice of motion- zoning by-law

**Withdrawals**

- 5.10 Invoice-Services Pierre Alary
- 5.12 Discretionary funds
- 5.13 Nuisances
- 7.3 Stanton road
- 9.2 Violations and litigious files- 371 des Pins road
- 9.4 Violation 169 des Pêcheurs road

Carried

**11-08-803**

**ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD ON  
 JULY 12TH AND THAT OF THE SPECIAL MEETINGS ON JULY 19<sup>TH</sup> 2011**

Moved by Dr. Jean Amyotte  
 Seconded by Inès Pontiroli

AND RESOLVED to adopt the minutes of the regular meeting held on July 12<sup>th</sup> and that of the special meetings on July 19<sup>th</sup>.

Carried

**11-08-804**

**BUDGETARY TRANSFERS (August 2011)**

It is

Moved by Inès Pontiroli  
Seconded by Brian Middlemiss

AND RESOLVED THAT the municipality carry out the budgetary transfers as described on the attached list in the amount of **\$16,463.00**.

Carried

**11-08-805**

**LIST OF INVOICES TO PAY**

Moved by Dr. Jean Amyotte  
Seconded by Inès Pontiroli

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to **\$70,796.54** (see appendix in file no.102-102) for the period ending July 26, 2011 and to debit budget posts related to the expenses mentioned on said list.

Carried

**11-08-806**

**LIST OF FIXED EXPENSES**

Moved by Jim Coyle  
Seconded by Inès Pontiroli

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 **\$ 246,607.29** (see appendix) for the period ending July 26, 2011 and to debit related budget accounts for the expenses mentioned on said list.

Carried

**11-08-807**

**LIST OF INCURRED EXPENSES FOR THE MONTH OF AUGUST 2011**

Moved by Lynne Beaton  
Seconded by Jim Coyle

AND UNANIMOUSLY RESOLVED to accept the incurring expenses that appear in appendix A (see file 102-102), for a total amount of **\$12,515.91** taxes included.

Carried

**11-08-808**

**PERSON RESPONSIBLE FOR PURCHASES AND SUPPLIES - POST**

WHEREAS the importance of centralizing our operations and procedures with respect to purchases and supplies;

WHEREAS the post had been created as a temporary one and that the 90-day expiry falls on August 8, 2011;

WHEREAS council is in the process of having all administrative positions evaluated by an external consultant in order to maximize the work of employees;

It is

Moved by            Jim Coyle  
Seconded by        Inès Pontiroli

AND RESOLVED THAT the municipality extend the post of Person responsible for purchases and supplies – assistant director general for an extra 90 days, conditional to the union’s approval.

The director general is authorized to appoint an employee to fill this temporary position under the existing conditions.

Councillors Roger Larose and Brian Middlemiss vote against the motion.

Carried on a divided vote

**11-08-809**

**TAXATION CLERK – POST**

WHEREAS the vacancy in the position of “clerk – taxation department”;

WHEREAS the position was posted according to the provisions of the collective agreement;

WHEREAS aptitude tests were given to validate competency;

WHEREAS Mrs. Anick Bigras obtained very good results on these tests;

It is

Moved by            Dr. Jean Amyotte  
Seconded by        Inès Pontiroli

AND RESOLVED THAT the municipality of Pontiac appoint Mrs. Anick Bigras to the position of “clerk – taxation department”.

The conditions stated in the collective agreement apply.

Councillor Roger Larose votes against the motion because he was not able to consult Mrs. Bigras’ résumé before she was actually hired.

Carried on a divided vote

**11-08-810-A**

**2010 O.M.H. FINANCIAL STATEMENTS**

It is

Moved by Jim Coyle  
Seconded by Lynne Beaton

AND RESOLVED THAT the municipality accepts the O.M.H. financial statements, as submitted.

Carried

**11-08-810-B**  
**FINAL PAYMENT-EXTENSION**

It is

Moved by Dr. Jean Amyotte  
Seconded by Inès Pontiroli

AND RESOLVED THAT the municipality of Pontiac pays the amount of \$ 31 403.19 to DLS Construction.

Councillor Brian Middlemiss votes against the motion.

Carried on a divided vote

**11-08-811**  
**INVOICE – CTM**

It is

Moved by Jim Coyle  
Seconded by Inès Pontiroli

AND RESOLVED THAT the municipality of Pontiac agrees to pay the amount of \$1,083.43 for the return of communication equipment.

Carried

**11-08-812**  
**REPLACEMENT – OFFICE CLERK POSITION**

WHEREAS the vacancy in the position of “office clerk”;

WHEREAS Mrs. Chantal Beaudoin, permanent staff in this position presently occupies the temporary position of “person responsible for purchases and supplies”;

WHEREAS Mrs. Beaudoin will soon be on leave;

It is

Moved by Dr. Jean Amyotte  
Seconded by Inès Pontiroli

AND RESOLVED THAT the director general is authorized to appoint an employee by interim, to the position of office clerk. The provisions of the collective agreement apply.

Carried

**11-08-813**

**APPOINTMENT – FIRE PREVENTION INSPECTOR**

WHEREAS the fire prevention inspector's unavailability within the fire department;

WHEREAS the urgent work to be done, such as issuing permits to burn and the follow-up;

WHEREAS the recommendation of Mr. Mario Allen, the interim director of the fire department,

It is

Moved by Dr. Jean Amyotte

Seconded by Jim Coyle

AND RESOLVED THAT the municipality appoint Mrs. Sheryl Hardwick to the post of fire prevention inspector at an hourly rate of \$ 19.26 for the work done in this capacity.

Carried

**11-08-814**

**CONDITIONS – REMUNERATION – DIRECTOR OF THE FIRE DEPARTMENT**

It is

Moved by

Seconded by

AND RESOLVED THAT the conditions for the director of the fire department's remuneration are set as follows :

1. \$1,000 per month for 40 hours work in general;
2. \$25 an hour for work in addition to the 40 hours mentioned previously, to be authorized by the director general.

These conditions are applicable as of July 1, 2011.

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

Rejected

**NOTICE OF MOTION**

Notice of motion is hereby given by councillor Inès Pontiroli that at a subsequent council meeting she intends to present a by-law which aims at reducing the speed limit on chemin de la Baie.

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Inès Pontiroli

**11-08-815**

**SNOWPLOUHING CONTRACT – SECTOR A**

WHEREAS a call for tenders for the snow ploughing in sector A;

WHEREAS the tender submitted by Mr. Pierre Joanisse;

It is

Moved by Roger Larose  
Seconded by Inès Pontiroli

AND RESOLVED THAT the municipality award the snow ploughing contract for sector A to Mr. Pierre Joannis, in the amount of \$ 30,814.43 (taxes included) for the winters of 2011-2012, 2012-13 and 2013-2014, as tendered.

Carried

**11-08-816**

**ASPHALTING – DU MARQUIS AND OMKAR ROADS**

WHEREAS the citizens acceptance of the borrowing by-law for asphaltting du Marquis and Omkar roads, during the day of the register that was held;

WHEREAS it is necessary to proceed quickly;

It is

Moved by Dr. Jean Amyotte  
Seconded by Inès Pontiroli

AND RESOLVED THAT the municipality hereby authorizes the director general to proceed with a call for tenders for asphaltting of du Marquis and Omkar roads and to award the contract to the lowest bidder who is in compliance with the specifications, on the condition that the amount of the bid falls within the amount provided for in the borrowing by-law and the Ministry of Municipal Affairs' approval.

Carried

**11-08-817**

**CLEANING OF DITCHES ON HIGHWAY 148**

It is

Moved by Brian Middlemiss  
Seconded by Inès Pontiroli

AND RESOLVED THAT the municipality of Pontiac as the MTQ

- 1- To continue cleaning the ditches along the four lanes in the Luskville area
- 2- To provide the inspection report of the drainage installation done in 2010
- 3- To proceed to all necessary rectification and correction of the drainage of highway 148, especially in front of lot 11-A, 12-A and 13-A

Carried.

Councillor Brian Middlemiss steps out at 8:57 p.m.

**11-08-818**

**WATER LINE – NORTH-WEST SECTOR OF THE VILLAGE OF QUYON**

WHEREAS the results of samples taken on the Quyon river bank;

WHEREAS it is necessary to proceed quickly in this file;

It is

Moved by Roger Larose  
Seconded by Lynne Beaton

AND RESOLVED THAT the municipality of Pontiac ask Mr. Patrick Maguire of the Co. *Exp* to submit a proposal for the preparation of plans and specifications and the call for tenders, regarding directional drilling under the Quyon river bed and for the installation of a water line to replace the existing one with a connection to the network.

Carried

Councillor Brian Middlemiss returns at 9:00 p.m.

**11-08-819-A**

**EXTENSION OF THE HYDRO NETWORK – POTABLE WATER**

It is

Moved by Jim Coyle  
Seconded by Lynne Beaton

AND RESOLVED THAT the municipality authorizes the director general to sign the agreement and the letter of acceptance for the extension of the Hydro Quebec network to service the drinking water treatment plant.

Carried

Coucillor Brian Middlemiss steps out at 9:02 p.m.

**11-08-819-B**

**CLOSING OF THE DUMP**

WHEREAS Fondex-Shermont's offer for the official closing of the dump dates back to 2009;

WHEREAS this business has since changed its name;

WHEREAS it is necessary to update the amounts since some of the work has already been done;

It is

Moved by Jim Coyle  
Seconded by Dr. Jean Amyotte

AND RESOLVED THAT the municipality of Pontiac accepts the offer of EXP for the work and the report from the third party expert for the closing of the dump in the amount of \$3,997.00.

Carried

Councillor Brian Middlemiss returns at 9h05 p.m.

**11-08-820**

**VIOLATIONS AND LITIGIOUS FILE – 127 Sumac**

WHEREAS construction that does not comply with municipal regulations has been done;



WHEREAS violation notices were sent to the owner in regards to the work that has been done;

WHEREAS delays given to the owner to comply;

WHEREAS to this day, the owner is still not in compliance;

WHEREAS Council acknowledges that there is a violation;

It is

Moved by Dr. Jean Amyotte  
Seconded by Inès Pontiroli

IT IS RESOLVED that the Municipality of Pontiac authorizes the director of the urban department, Mrs. Isabelle Côté, to submit the file on 127 Sumac to our legal advisors to start proceedings.

Carried

**11-08-821**

**REQUEST TO THE C.P.T.A.Q – 1, chemin chamberland – Karine Chamberland**

WHEREAS the object of the request is to obtain authorization for the usage of part of lot 2683488 for other than agricultural purposes, in order to build a single family dwelling;

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

WHEREAS Mrs. Chamberland wishes to ensure that the farm will be taken over;

WHEREAS a limited inventory of lots in residential zoning;

CONSEQUENTLY, it is

Moved by Brian Middlemiss  
Seconded by Roger Larose

AND RESOLVED that this Council supports the applicant's request and authorizes the usage of part of lot 2683488 for other than agricultural purposes.

Carried

**11-08-822**

**BY-LAW N<sup>O</sup> 01-11 Entitled : «AMENDMENT TO ZONING BY-LAW 177-01 to modify specification grid and zoning plan PZ-01, in order to prohibit usage class C6 in zone 40 and authorizing said usage in zone 41».**

WHEREAS the Municipality of Pontiac is governed by the *Municipal Code* and the *Act respecting land use, planning and development*;

WHEREAS the Municipal Council has adopted by-law number 177-01, which came into force in March 2002;

WHEREAS the Municipal Council wishes to prohibit from the agricultural zone, the usage of class "C6 – automobile recycling business" which is included in zone 40 of zoning plan PZ-01;

WHEREAS this council judges it more appropriate to include class "C6- automobile recycling business", in a non- agricultural territory, such as zone number 41;

WHEREAS notice of motion of the present by-law was duly given at a regular Council meeting held on July 12<sup>th</sup> 2011;

**CONSEQUENTLY**, it is

Moved by            Jim Coyle  
Seconded by        Dr. Jean Amyotte

**AND RESOLVED THAT THE PRESENT DRAFT BY-LAW NUMBER 01-11 OF THE MUNICIPALITY OF PONTIAC DECREES AND ORDERS THE FOLLOWING:**

**ARTICLE 1 :**

The zoning plan of zoning By-law no. 177-01 is modified to prohibit usage class C6-automobile recycling business, in zone 40 and to add it to zone 41;

**ARTICLE 2 :**

The zoning plan of zoning By-law no. 177-01 is modified to exclude usage class C6-automobile recycling business, from agricultural zone number 40 and to include it to zone 41;

**ARTICLE 3**

The By-law will come into force following the accomplishment of formalities foreseen by law.

Councillors Inès Pontiroli and Brian Middlemiss vote against the motion

Carried on a divided vote

**11-08-823**

**VIOLATIONS AND LITIGIOUS FILE – 344, croissant Lelièvre**

WHEREAS construction work not in compliance with municipal regulation, has been done;

WHEREAS violation notices were sent to the owner in regards to the work that has been done;

WHEREAS delays given to the owner to comply;

WHEREAS to this day, the owner is still not complying;

WHEREAS Council acknowledges that there is a violation;

It is

Moved by            Dr. Jean Amyotte  
Seconded by        Jim Coyle

IT IS RESOLVED that the Municipality of Pontiac gives authorisation to the director of the urban department, Mrs. Isabelle Côté, to transmit to our legal advisors for procedures the file 344, croissant Lelièvre.

Carried

**11-08-824**

**VIOLATIONS AND LITIGIOUS FILE – 36 Gingembre**

WHEREAS in 2009, the file was passed on to our legal advisors to begin proceedings;

WHEREAS an additional delay was granted to the property owner to comply with the construction by-law 179-01;

WHEREAS permits have expired and the installation of siding on exterior walls is incomplete;

WHEREAS to this day, the owner has offered no follow-up in order to regularize the situation;

WHEREAS Council acknowledges that there is a violation;

It is

Moved by            Jim Coyle  
Seconded by        Inès Pontiroli

AND RESOLVED THAT the Municipality of Pontiac authorizes the director of the urban department, Mrs. Isabelle Côté, to hand over the file on 36 Gingembre to our legal advisors to begin proceedings.

Carried

### **NOTICE OF MOTION**

Notice of motion is hereby given by the mayor, Mr. Edward McCann, that at a subsequent council meeting he intends to present a by-law that will modify the zoning by-law no. 177-01 in order to limit the number of apartments and units in existing buildings in the village of Quyon area.

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Edward McCann

### **VARIOUS REPORTS AND CORRESPONDENCE**

- Tabling of various municipal reports: a) animals;

### **TABLING OF DOCUMENTS**

- Register of the correspondence received in July 2011.

### **QUESTION PERIOD**

11-08-825

### **ADJOURNMENT OF THE MEETING**

It is

Moved by            Jim Coyle  
Seconded by        Inès Pontieoli

AND RESOLVED to close the meeting at 9h20 p.m., having gone through the agenda.

Carried

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MAYOR

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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».*