

**PROVINCE OF QUEBEC
MUNICIPALITY OF PONTIAC**

MINUTES of the regular municipal council meeting held on Tuesday, February 14, 2012 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 Béaton, Inès Pontiroli and Brian Middlemiss.

Also present the director general and several ratepayers.

The meeting began at 8:00 p.m.

QUESTION PERIOD

- | | |
|-------------------------|--|
| Mr. Jean-Claude Carisse | - Mountain road – repairs
- Multifunctional centre – Quyon
- Results – water analysis report
- 400 th anniversary of Champlain |
| Mr. Leonard Lloyd | - Automated teller machine – Quyon
- Inventory of street lights - lights at skating rink |
| Mrs. Jane Gardner | - Paving – Braun road
- Maintenance cost – paving
- Pre-paving work |
| Craig Butlet | - Paving – Braun road |
| Robert Lussier | - Acknowledgement – Breckenridge community centre |
| Nancy Maxsom | - NCC – public consultation
- Evaluation – disagreement |

12-02-985-1

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 January 17th and that of the special meetings on January 24th and 31st, 2012
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 Advertising space – 2012 travel guide
 - 5.5 Office clerk position
 - 5.6 Loisir Sport Outaouais
6. **Public security**
 - 6.1 Registration of new officers – « Firefighter II » course
 - 6.2 Specifications document – fire engine (pumper)
7. **Public works**
 - 7.1 Ford truck rental
 - 7.2 Ministry of Transport – expropriation
8. **Public hygiene**
 - 8.1 Medical centre
9. **Urban renewal and zoning**
 - 9.1 By-law to modify/abrogate by-law no. 04-08 concerning price setting of permits and certificates, in order to add the price for items dropped off at the eco-centre
10. **Recreation and culture**
 - 10.1 Municipality of Shawville
 - 10.2 Contract – Conception Plein Air - coordination - Pontiac bicycle path
 - 10.3 Pontiac Recreation and community action committee
 - 10.4 Subsidy for the Pontiac bicycle path (Breckenridge sector)
 - 10.5 Chats Falls Park
 - 10.6 Representative to the Commission culturelle des Collines
11. **Miscellaneous**
 - 11.1
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 2012
14. **Période de questions – Question period**
15. **Levée de la séance – Closing of meeting**

It is

Moved by Dr. Jean Amyotte
Seconded by Inès Pontiroli

AND RESOLVED to adopt the agenda with the following modifications :

- Additions :**
- 5.7 Automatic teller machine – National Bank
 - 7.3 Public works
 - 7.4 Traffic study – Mountain road – route 148
 - 8.2 Disposal of domestic and commercial garbage
 - 8.3 Ecocentre operations
 - 10.5 MTQ Subsidy – Pontiac bicycle trails – “politique vélo)
 - 10.6 Chats Falls park
 - 10.7 Representative at the Commission culturelle des Collines
 - 10.8 Multifunctional centre
 - 10.9 Floor – Albert Kennedy Centre

Carried

12-02-986

**ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD ON
JANUARY 17TH 2012 AND THAT OF THE SPECIAL MEETINGS HELD ON
JANUARY 24TH AND THE 31ST 2012**

Moved by Brian Midlemiss
Seconded by Inès Pontiroli

AND RESOLVED to adopt the minutes of the regular meeting held on January 17, 2012 and that of the special meeting held on January 24th and the 31st 2012.

Carried

12-02-987

LIST OF INVOICES TO PAY

Moved by Inès Pontiroli
Seconded by Dr. Jean Amyotte

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to **\$128,056.22** (see appendix in file no.102-102) for the period ending February 1st, 2012 and to debit budget posts related to the expenses mentioned on said list.

Carried

12-02-988

LIST OF FIXED EXPENSES

Moved by Dr. Jean Amyotte
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 \$ **310,713.91** (see appendix) for the period ending February 3, 2012 and to debit related budget accounts for the expenses mentioned on said list.

Carried

12-02-989

LIST OF INCURRED EXPENSES FOR THE MONTH OF FEBRUARY 2012

Moved by Dr. Jean Amyotte
Seconded by Lynne Beaton

AND UNANIMOUSLY RESOLVED to accept the incurring expenses that appear in appendix A (see file 102-102), for a total amount of \$ **10,763.83** taxes included.

Carried

12-02-990

PONTIAC TRAVEL GUIDE

It is

Moved by Inès Pontiroli
Seconded by Brian Middlemiss

AND RESOLVED THAT the municipality contribute the sum of \$500.00 maximum for advertising space in the 2012 Pontiac travel guide which is published by « the Pontiac Printshop / The Equity ».

Carried

12-02-991

OFFICE CLERK POSITION

WHEREAS article 9.4 of the collective labour agreement regarding the probationary period for all new employees;

WHEREAS Mrs. Claire Romain has completed the probationary period with complete satisfaction;

It is

Moved by Dr. Jean Amyotte
Seconded by Inès Pontiroli

AND RESOLVED to accept Mrs. Claire Romain as a regular salaried employee for the Municipality of Pontiac in the position of office clerk.

The councillor Roger Larose votes against the motion, because we are paying for a consultant to guide us in the organization and that granting a permanent status in his opinion is out of place.

Carried

12-02-992

SUBSCRIPTION TO LOISIRS SPORTS OUTAOUAIS

It is

Moved by Dr. Jean Amyotte
Seconded by Brian Middlemiss

AND RESOLVED THAT the municipality renew its membership to Loisirs Sports Outaouais at a cost of \$762.52 (taxes included).

Carried

12-02-993

AUTOMATIC TELLER MACHINE – NATIONAL BANK

It is

Moved by Roger Larose
Seconded by Lynne Beaton

AND RESOLVED THAT the municipality inform the National Bank of its disagreement with the dismantling of the automatic teller machine in Quyon and to delay this project.

Carried

12-02-994

REGISTRATION OF NEW OFFICERS – « FIREFIGHTER II » COURSE

It is

Moved by Dr. Jean Amyotte
Seconded by Roger Larose

AND RESOLVED THAT the Municipality of Pontiac authorizes the fire chief, Mr. Mario Allen to register the following new officers with the Commission Scolaire Cœurs des Vallées to the « Firefighter II » course :

- Pierre-Louis Chartrand
- Cheryl Hardwick
- Evan Prest
- Kevin Mansey
- Francis Madore
- Chris Davis
- Serge Laforest
- Mario Allen

Carried

12-02-995

SPECIFICATIONS DOCUMENT – FIRE ENGINE (PUMPER)

It is

Moved by Roger Larose
Seconded by Brian Middlemiss

AND RESOLVED to authorize the fire chief, Mr. Mario Allen, to proceed with preparing the specifications document for the future purchase of a pumper truck.

Carried

12-02-996

TRUCK - URBAN PLANNING DEPARTMENT

WHEREAS offers requested for the purchase or rental of a Ford Ranger truck for the urban planning department;

It is

Moved by Dr. Jean Amyotte
Seconded by Brian Middlemiss

AND RESOLVED THAT the Municipality purchase a 2012 Ford Ranger truck at Dupont Ford a cost of \$ 422.91 per month, for the urban planning department.

Councillor Lynne Beaton votes against the motion.

Carried on a divided vote

12-02-997

EXPROPRIATION OF PROPERTY – BRECKENRIDGE FIRE HALL

WHEREAS the project to widen highway 148 in the Breckenridge area;

WHEREAS the Quebec Ministry of Transport's offer;

It is

Moved by Dr. Jean Amyotte

Seconded by Inès Pontiroli

AND RESOLVED THAT the municipality hereby accepts the Quebec Ministry of Transport's offer in the amount of \$10,664.00 for the parcels of land # 74 and 68, as shown in the plan submitted by the Q.M.T.

Carried

12-02-998

PUBLIC WORKS – INVENTORY

WHEREAS council needs to be well informed;

WHEREAS it is the duty of the director of public works to inform council;

WHEREAS it is important for council to be able to inform taxpayers of the work intended for this year;

It is

Moved by Roger Larose

Seconded by Brian Middlemiss

AND RESOLVED THAT the director of public works prepare an inventory of all the road signs, civic numbers and street lights throughout the municipality that need to be changed or repaired and that he produce a written report a report to council stating when the work will be accomplished.

IT IS FURTHER RESOLVED THAT the director of public works prepare a schedule with a date and the time needed to accomplish the work as well as the number of men required to do so.

IT IS ALSO RESOLVED THAT a schedule be made up for grading roads, changing culverts, ditching and brush cutting and to submit this schedule to council for the month of April 2012.

A vote is requested and registered as follows :

FOR

Brian Middlemiss
Inès Pontiroli
Roger Larose

AGAINST

Dr. Jean Amyotte
Lynne Beaton

Carried on a divided vote

The mayor, Mr. Edward McCann informs the director general that he wishes to veto this motion.

12-02-999

STUDY – TRAFFIC – MOUNTAIN ROAD – HIGHWAY 148

It is

Moved by Brian Middlemiss
Seconded by Inès Pontiroli

AND RESOLVED THAT the municipality request that the Quebec Ministry of Transport perform a study on the traffic on highway 148 at the intersection of Mountain road, and also request that the MRC public security perform a study on the traffic at the highway 148 and Crégheur road intersection.

A vote is requested and registered as follows :

FOR

Brian Middlemiss
Inès Pontiroli
Roger Larose

AGAINST

Dr. Jean Amyotte
Lynne Beaton

Carried on a divided vote

12-02-1000

MEDICAL CENTRE

It is

Moved by
Seconded by

AND RESOLVED THAT the mayor and the director general are hereby authorized to negotiate an agreement with the CSSS for a financial contribution towards a future walk-in clinic within the limits of our municipality.

AMENDMENT

It is

Moved by Edward McCann
Seconded by Brian Middlemiss

AND RESOLVED THAT the mayor and the director general are hereby authorized to negotiate an agreement with the Shawville hospital for a financial contribution towards a future medical centre situated within the limits of the municipality.

Carried

12-02-1001

CALL FOR TENDERS – DISPOSAL OF DOMESTIC AND COMMERCIAL GARBAGE

It is

Moved by Edward McCann
Seconded by Dr. Jean Amyotte

AND RESOLVED to authorize the director general to prepare and publicize a call for tenders for the disposal of the municipal garbage to a registered disposal site for a term three years with a possible extension of two years; the deadline for the reception of the said offers being March 15th, 2012 at 4:00 p.m.

Councillor Roger Larose vote against the motion because too much data is lacking at the moment.

Carried on a divided vote

12-02-1002

CALL FOR TENDERS – OPERATION OF THE MUNICIPAL ECOCENTRE

It is

Moved by Edward McCann
Seconded by Dr. Jean Amyotte

AND RESOLVED to call for a tendered service offer for the complete operation of the municipal ecocentre. The proposal must include all aspects of the operation of the ecocentre including supervision, fee collection, disposal of items received, ground maintenance, and all applicable environmental laws must be respected.

Councillor Roger Larose votes against the motion.

Carried on a divided vote

12-02-1003

BY-LAW NUMBER 03-12

ABROGATING BY-LAW # 04-08 ON THE PRICE SETTING OF MUNICIPAL PERMITS AND CERTIFICATES

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

WHEREAS the municipality has the legal capacity to govern cases where a permit is required, to stipulate the cost, the conditions and methods for issuing the permit, as well as the rules for suspending or revoking it;

WHEREAS Council wishes to adopt the present by-law no. 03-12 pertaining to the price setting of municipal permits and certificates;

WHEREAS a notice of motion for the present by-law was duly given at a Council meeting held on January 17, 2012.

It is

Moved by Dr. Jean Amyotte

Seconded by Inès Pontiroli

CONSEQUENTLY, RESOLVED THAT THE PRESENT BY-LAW NO. 03-12 OF THE MUNICIPALITY OF PONTIAC DECREES AND ORDERS THE FOLLOWING:

ARTICLE 1 The above-noted preamble is an integral part of the present by-law.

ARTICLE 2 DECLARATORY AND INTERPRETATIVE PROVISIONS

2.1 Object and range of application

The present by-law no. 03-12, titled "*By-law abrogating by-law # 04-08 on the price setting of municipal permits and certificates*" stipulates the fees applicable to all permits issued and the certificates that are required by the various municipal by-laws including by-law no. 176-01, titled *By-law on the administration and interpretation of urban by-laws*, as well as by-law no. 03-08 titled *By-law pertaining to business permits*.

2.2 Regulation similarities

The present by-law applies concurrently with other municipal by-laws. In case of incompatibility between the applicable provisions of one or various municipal by-laws, the following rules apply:

- the special provision prevails over the general provision.
- the provision that is the most demanding or restrictive prevails on the least demanding or least restrictive one.

2.3 Rules of interpretation

For interpretation purposes of the present by-law, titles and symbols used are an integral part of the by-law, for all legal purposes. In the case of contradiction between a title, a symbol and the text, in the strict sense of the word, the text prevails.

Whatever tense of the verb is used in the present by-law, any provision is in effect at all times and under any circumstance it may apply to.

The plural includes the singular and vice-versa, unless stated otherwise. The same goes for the masculine and the feminine.

If necessary, any reference to a law or a by-law of federal, provincial or municipal jurisdiction also includes any amendment to the said law or by-law.

ARTICLE 3 ADMINISTRATION AND IMPLEMENTATION OF THE BY-LAW

3.1 Designated municipal officers

The administration and implementation of the present by-law are confided by Council to the designated municipal officer(s) for these purposes, hereinafter named "the designated municipal officer". In the designated municipal officer's absence or inability to act, the director general assures the interim; for these purposes, he is invested with all powers associated with its duties.

3.2 Duties of a designated municipal officer

Within his duties, any designated municipal officer must notably:

- enforce the provisions of the present by-law;
- before issuing any permit or certificate required by municipal by-laws, obtain payment of the fees set in the present by-law;
- keep a register of sums received;

ARTICLE 4 FEES FOR ISSUING PERMITS AND CERTIFICATES

The fees for issuing municipal permits and certificates are described in the following chart:

Type	Cost	Remarks
Wastewater treatment		
wastewater treatment system	\$250	Refund of \$100 upon reception of the certificate of compliance
sealed tank	\$250	
replacement/repairs of septic tank	\$250	Refund of \$100 upon reception of the certificate of compliance
Tapping of ground water	\$250	Refund of \$100 upon reception of the drill log
Subdivision – first and second lot	\$100 ea.	
Additional lots	\$50 ea.	
Main building – residential, commercial, industrial, community	\$0.35/sq.ft. or \$3.77/sq.m.	
extension of liveable space / addition of a unit	\$100	
Accessory building (gazebo, garage, shed, etc.)	\$25 if less than 10'X10'	\$50 if larger than 10'X10'
agricultural building (hay, farming equipment, vehicle)	\$50	
agricultural building (winter shelter for animals)	\$150	
renovation, modification, extension, etc.	\$50	

Certificates of authorization		
change of usage	\$50	
work within riverfront areas	\$100	
commercial tree cutting	\$150	
business permit	\$50	annually, from January 1 st to December 31
Permits		
Sign	\$50	
fence	\$25	
minor derogation	\$750	including publication fees
demolition / moving	\$50	
balcony, patio, terrace	\$25	
pool (including the fence and deck)	\$50	
dock	\$25	
veranda / solarium	\$50	
Mobile cantine		
	\$400	annual
	\$200	seasonal (6 months)
	\$25	daily
Renewal of permit for new construction, main building	0.20\$/sq.ft. or 2.15\$/sq.m.	
Cancellation of a request for a permit or certificate	\$25	non-refundable – in the event of a cancellation

ARTICLE 5 OTHER FEES: DISPOSAL OF OBJECTS AT THE ECOCENTRE

Cumbersome objects	Free	
Metal	Free	
Car, van and truck tires (smaller than 48 in.) rims taken off	Free	
Car, van and truck tires (smaller than 48 in.) rims still on	\$15.00	
Construction material (dry)	\$140.00 / tonne	
Contaminated garbage	\$140.00 / tonne	
Wood	\$140.00 / tonne	
Concrete	\$140.00 / tonne	

Tires 48 in. and over, up to a maximum 70 in.(exterior diameter)	\$2.00 / inch Maximum \$100.00	
Minimum fee	\$25.00 for 250 kg or less	

ARTICLE 6 ABROGATION AND REPLACEMENT

The present by-law abrogates and replaces by-law no. 04-08 titled *By-law on the price setting of municipal permits and certificates*.

ARTICLE 7 COMING INTO EFFECT

The present by-law will come into effect according to the Law.

Carried

12-02-1004

MUNICIPALITY OF SHAWVILLE

It is

Moved by Lynne Beaton
Seconded by Brian Middlemiss

AND RESOLVED THAT the municipality pay the sum of \$4,756 to the Municipality of Shawville, which represents its share for the use of the arena by Pontiac residents.

Carried

12-02-1005

CONTRACT- CONCEPTION PLEIN AIR (DAVID MASSÉ)

It is

Moved by Dr. Jean Amyotte
Seconded by Inès Pontiroli

AND RESOLVED to renew the agreement with Conception Plein Air (David Massé) under the conditions proposed in his letter dated January 12, 2012 for the coordination of the Pontiac bicycle trail.

Councillor Brian Middlemiss votes against the motion.

Carried on a divided vote

12-02-1006

PONTIAC RECREATION AND COMMUNITY ACTION COMMITTEE

WHEREAS the Pontiac Recreation and community action committee has closed their bank account and has given us a cheque in the amount of \$1,021.58;

It is

Moved by Inès Pontiroli
Seconded by Brian Middlemiss

AND RESOLVED THAT the municipal council accepts the monies given and create a reserve in the same amount under the committee's name.

Carried

12-02-1007

SUBSIDY – QUEBEC MINISTRY OF TRANSPORT – PONTIAC BICYCLE TRAIL

It is

Moved by Dr. Jean Amyotte
Seconded by Roger Larose

AND RESOLVED to ask that the Quebec Ministry of Transport defer the \$12,500.00 subsidy provided for in the « Route verte » program regarding the development of the bicycle path in the Breckenridge area, for work to be done in the Spring of 2012.

Carried

12-02-1008

SUBSIDY – QUEBEC MINISTRY OF TRANSPORT – PONTIAC BICYCLE TRAIL

It is

Moved by Dr. Jean Amyotte
Seconded by Inès Pontiroli

AND RESOLVED to ask that the Quebec Ministry of Transport defer the \$12,500.00 subsidy provided for in the « Politique sur le vélo » program regarding the development of the bicycle path in the Breckenridge area, for work to be done in the Spring of 2012.

Carried

12-02-1009

REGIONAL PARK – Sault des Chats (Pontiac) Chats Falls

Considering that the area studied within the scope of the Chats Falls land-use management concept has witnessed grand moments in Canadian history: the meeting between First Nation and Europeans explorers, the fur trade, the growth of the forestry industry, the beginning of colonization;

Considering that the history of the area has seen the creation of the regions first fur trading post, the development of a horse railway between two steam boat ports, the construction of a saw mill and a village by John Egan as well as a huge unfinished public works project to create the Georgian Bay Canal;

Considering that the area has spurred the interest citizens, local historians and nature enthusiasts over several decades;

Considering that the area within the scope of the Chats Falls land-use planning concept comprises of several wildlife habitats and exceptional ecosystems that are inhabited several species at risk;

Considering the important biodiversity of the area, that also comprises alvars, has been recognized by the MRNF who, in conjunction with the Nature Conservancy of Canada, is presently carrying out a project to create a wildlife refuge in the eastern portion of the area, specifically in the Bristol marches.

Considering that the current perimeter of the park is under an Interim Control By-Law in the MRC of Pontiac and MRC des Collines-de-l'Outaouais that determines permitted activities;

Attendu que le périmètre du parc fait l'objet d'un Règlement de contrôle intérimaire de la part de la MRC de Pontiac et de la MRC des Collines-de-l'Outaouais pour encadrer les activités permises ;

Considering that the proposed area presents undeniable potential in regards to historical and natural interpretation, as well as for the practice of recreational activities that could have important spinoffs at the regional level;

Considering that the regional park status will enable to frame the development of the Chats Falls project in a process of local development and management carried out in close collaboration with governments, public and private partners, as well as the local population and residents of the area;

Considering that it is understood that there will be public consultations carried out within the framework of the land-use planning and management and that this will be done in the spirit of respecting existing rights already present in the territory;

Considering that a preliminary land-use planning and management plan must be drafted to ensure a better harmonization of the project with the concerns of the local population, residents of the area as well as project partners, in particular the MRNF, Nature Conservancy of Canada and Hydro-Québec;

Considering that the Chats Falls management committee recommends that the preferred future status of the Chats Falls Park be that of a regional park;

It is

Moved by Lynne Beaton
Seconded by Dr. Jean Amyotte

AND UNANIMOUSLY RESOLVED THAT the municipality of Pontiac is in favour of the creation of a regional park for the area considered for the Chats Falls Park.

Carried

12-02-1010

REPRESENTATIVE – COMMISSION CULTURELLE DES COLLINES

It is

Moved by Dr. Jean Amyotte
Seconded by Roger Larose

AND RESOLVED THAT the municipality designates Mrs. Inès Pontiroli as representative to the Commission culturelle des Collines for the municipality.

Carried

12-02-1011

MULTIFUNCTIONAL CENTRE

It is

Moved by Lynne Beaton
Seconded by Inès Pontiroli

AND RESOLVED THAT the director general request and receive preliminary plans from three technologists and/or architects for a new multifunctional community centre in Quyon. The sum of \$5000.00 is authorized for this purpose.

The director general is authorized to award the contract to the lowest bidder in conformity with our requirements.

Carried

12-02-1012

FLOOR – ALBERT KENNEDY CENTRE

It is

Moved by Lynne Beaton

Seconded by Inès Pontiroli

AND RESOLVED THAT the director of public works prepare a scope of work and request tenders for the removal of the hardwood, levelling the floor and installation of plywood on the floor at the Albert Kennedy centre.

Carried

VARIOUS REPORTS AND CORRESPONDENCE

- Tabling of various municipal reports: a) animals;

TABLING OF DOCUMENTS

- Register of the correspondence received in January 2012.

FLOOR OPEN TO PUBLIC

- | | |
|-------------------------|---|
| Mr. Denis Dubé | - Notice to boil drinking water |
| | - Public consultation –multifunctional centre |
| | - Ecocentre |
| | - Public consultations |
| Mr. Jean-Claude Carisse | - Bicycle path – English-French name |

12-02-1013

ADJOURNMENT OF THE MEETING

It is

Moved by

Seconded by

AND RESOLVED to close the meeting at 10:10 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».

“However, my signature is not valid on resolution number 12-02-998 to which I exercise the right of veto power, provided for in article 142 (3) of the Municipal Code”.