

**PROVINCE OF QUEBEC
MUNICIPALITY OF PONTIAC**

MINUTES of the regular municipal council meeting held on Tuesday, March 11, 2014 at 7:30 p.m. at the Luskville Community Center, situated at 2024, route 148, Pontiac.

Those who were present:

Mr. Roger Larose, Mayor, Brian Middlemiss, Pro-Mayor, and Councillors, Inès Pontiroli, Dr. Jean Amyotte, R. Denis Dubé and Nancy Draper-Maxsom.

Also present Mr. Sylvain Bertrand, Director General, Mr. Benedikt Kuhn, Assistant Director General, and several ratepayers.

Excused absence: Thomas Howard, councillor.

The meeting began at 7:30 p.m.

FLOOR TO THE PUBLIC AND QUESTION PERIOD

Glen Leach	- Community Center
Bernard Marquis	- Community Center
Jane Gardner	- Paving of Braun road
Jeff Campbell	- Community Center
Pat Carty	- Community Center
James Eggleton	- Community Center - Praise the Municipal Council for their transparency

14-03-1853

ADOPTION OF THE AGENDA

- 1. Opening of the meeting**
- 2. Floor open to public and questions**
- 3. Adoption of the agenda**
- 4. Adoption of the minutes of previous meetings**
 - 4.1 Minutes of the regular meeting held on February 11, 2014
- 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 March
 - 5.4 Adoption of by-law 03-14 – Code of ethics of the elected members
 - 5.5 Working capital- By-laws 04-13 and 02-14
 - 5.6 Working capital – Facade of the town hall
 - 5.7 Request for support – Resolution C.M. 2014-01-18 – Route 148
 - 5.8 Cultural development funds of the MRC des-Collines-de-l’Outaouais
 - 5.9 Support – Call for proposals for the development of the Ottawa River banks
 - 5.10 Request for premises – Grenier des Collines
- 6. Public security**
 - 6.1 Use of green flashing lights - Firefighters
- 7. Public works**
- 8. Public hygiene**
 - 8.1 Recycling bin- Factory -St-Vincent-de-Paul
 - 8.2 Supply of the containers – Eco-center
- 9. Urban renewal and zoning**
 - 9.1 Request to the CPTAQ - 1927 route 148 – Lots 2 683 455 and 4 061 724
- 10. Recreation and culture**
 - 10.1 Skating rink and supervision -Luskville Park
 - 10.2 Call for tenders – Maintenance of green spaces

11. **Miscellaneous**
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 February 2014
14. **Public question period**
15. **Closing of meeting**

It is

Moved by : R. Denis Dubé
 Seconded by : Brian Middlemiss

AND RESOLVED to adopt the agenda with the following modifications:

- | | | |
|----------------|---------|-------------------------------------------------------------------------------------------------------|
| Additions : | 5.11 | Notice of motion – Borrowing by-law for the purchase of a grader |
| | 5.12 | Survey – Municipalisation of Mèlèze crescent and Wilmer road |
| | 9.2 | Adoption of by-law 28-13 |
| | 9.3 | Applications for the Planning Advisory Committee |
| | 12.1 b) | Tabling of an update – Pecuniary interests |
| Modifications: | 4.1 | Minutes of the regular meeting held on February 11, 2014 and of the special meeting of March 4, 2014. |

Carried

14-03-1854

ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD ON FEBRUARY 11, 2014 AND OF THE SPECIAL MEETING OF MARCH 4, 2014

It is

Moved by: R. Denis Dubé
 Seconded by: Nancy Draper-Maxsom

AND RESOLVED TO adopt the minutes of the regular meeting held on February 11, 2014 and of the special meeting of March 4, 2014.

Carried

14-03-1855

LIST OF INVOICES TO PAY

It is

Moved by: Inès Pontiroli
 Seconded by: Brian Middlemiss

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to \$ 89, 085.92 (see appendix in file no.102-102) for the period ending February 28, 2014 and to debit budget posts related to the expenses mentioned on said list.

Carried

14-03-1856

LIST OF FIXED AND PRE-APPROVED EXPENSES

It is

Moved by: Brian Middlemiss
 Seconded by: Nancy Draper-Maxsom

AND RESOLVED THAT this Council approves the list of disbursements and withdrawals done from January 28 to February 26, 2014, all for a total amount of \$335,730.98 (see appendix).

Carried

14-03-1857

LIST OF INCURRED EXPENSES FOR THE MONTH OF MARCH 2014

It is

Moved by: Inès Pontiroli
Seconded by: R. Denis Dubé

AND UNANIMOUSLY RESOLVED to accept the incurring expenses that appear in appendix A (see file 102-102), for a total amount of \$ 7, 692.98 taxes included.

Carried

14-03-1858

ADOPTION OF BY-LAW 03-14 – CODE OF ETHICS OF THE ELECTED MEMBERS

BY-LAW NUMBER 03-14 - TO ENACT THE STANDARDS THAT ARE APPLICABLE TO THE MEMBERS OF THE PONTIAC MUNICIPAL COUNCIL – CODE OF ETHICS AND PROFESSIONAL CONDUCT ON A MUNICIPAL LEVEL

WHEREAS on June 10, 2010, the Quebec government introduced a draft of bill 109 concerning the *Act with respect to ethics and professional conduct on a municipal level* submitted by Mr. Laurent Lessard, Minister of Municipal Affairs, which was adopted on November 30, 2010 and sanctioned on December 2, 2010 ;

WHEREAS the *Act with respect to ethics and professional conduct on a municipal level* among others, creates an obligation for local municipalities to adopt a code of ethics and professional conduct that is applicable to elected representatives, which shall be revised following each general election;

WHEREAS the said Act foresees that the rules stated in the code of ethics and professional conduct for elected representatives notably must affect conflicts of interest, favouritism, malpractice, breach of trust or other misconduct, donations and other advantages, the use of the municipality's resources as well as in the aftermath of the mandate;

WHEREAS this council deems it necessary and of public interest to conform to the Ministry of Municipal Affairs demands;

WHEREAS a notice of motion was given at a regular Council meeting held on February 11, 2014 to the effect that the present by-law would be submitted for approval;

FOR THIS REASON, it is

Moved by: Nancy-Draper-Maxsom
Seconded by: R. Denis Dubé

AND RESOLVED THAT it is ordered and ruled on by the Council of the Municipality of Pontiac, and the said municipal Council orders and rules the following by the present by-law :

ARTICLE 1 – PREAMBLE

The preamble is an integral part of the present by-law.

ARTICLE 2 – OBJECT – GENERAL PRINCIPLE

- 2.1 The object of the present by-law is to set a code of ethics and professional conduct for the Council members of the Municipality of Pontiac, notably by subscribing to values based on the integrity, the honour related to the duties of a member of a municipal Council, caution in the pursuit of public interest, respect, loyalty, equity, honesty, objectivity, impartiality, and sound management in a perspective of public interest to govern the Municipality of Pontiac.
- 2.2 The members of the municipal Council must hold office and organize their personal affairs so as to preserve and maintain public trust with integrity, objectivity and impartiality in the Municipality of Pontiac's decisions. Furthermore, the members of municipal Council must act with integrity, objectivity and impartiality but must also preserve appearances and promote transparency by adopting a behaviour that will preserve and maintain public confidence with integrity, objectivity and impartiality of the municipal corporation.

ARTICLE 3 – RANGE OF APPLICATION

Unless otherwise specified, the present by-law applies to all Council members of the Municipality of Pontiac.

ARTICLE 4 – DEFINITIONS

For interpretation purposes of the present by-law, unless the context specifies otherwise, the words and expressions mean the following, without limitation:

- 4.1 **Advantages :** Any gift, donation, favour, reward, service, commission, pay, retribution, indemnity, compensation, benefit, profit, advance, loan, discount or anything else of the same nature that is useful or profitable, or any promise of such advantages.
- 4.2 **Code of ethics:** In an extensive way, the code of ethics is first and foremost an educational tool, a group of rules of conduct, a code of honour, which could lead to the imposition of a sanction of the law, foreseen in articles 31 and 32, section III, of the *Act with respect to ethics and professional conduct on a municipal level*, and have consequences of a political nature for whomever does not comply to its precept.
- 4.3 **Committee:** A committee consisting of the Municipality of Pontiac municipal Council, as constituted by municipal by-law and in virtue of article 82 of the Municipal Code.
- 4.4 **Council:** The municipal Council of the Municipality of Pontiac.
- 4.5 **Professional conduct:** The Professional conduct concerns rules of conduct which are expected under the sense of duty and responsibility and results from values and ethical principles.
- It exercises a regulation in view of directing the conduct and aims at codifying that which is banned and what is permitted. Its application is often quasi-judicial and founded on judicial principles. Its principles have a binding power.
- 4.6 **Employee:** Any officer or salaried personnel in the employ of the Municipality.
- 4.7 **Related organization:** Society, company, cooperative, association or corporation which has a business relation, or other, with a Council member of the Municipality of Pontiac.
- 4.8 **Ethics:** The sense of ethics is a concept which attempts to guide a person in a choice of behaviour to be adopted when faced with a given situation. It's a group of regulations which

outlines the human conduct; its application is founded on a subject's self-discipline.

It is good practice to use one's judgement on the basics of values, standards and issues at hand in order to direct self-conduct and make well informed decisions in a given situation. For practical purposes, it refers to a group of values, rules and judgements which will direct an individual's and a group's behaviour.

It should not be seen as a control system, but rather as the exercise which is responsible for the use of judgement and discretion in difficult situations.

- 4.9 **Honour associated with the duties of a member of the municipal Council :** Every member of the municipal Council protects the honour associated to their duties, which presupposes the constant practical use of values : integrity, prudence, respect, loyalty and equity.
- 4.10 **Integrity:** The members of the municipal Council shall promote honesty, strictness and justice.
- 4.11 **Personal interest:** Interest shown by the person concerned, be it a direct or indirect interest, financial or not, real, apparent or a potential interest. It is distinct, without necessarily being exclusive of that of the public in general, or may be perceived as such by a reasonably informed person. Excluded from this notion, is the case where personal interest consists of payment, allocations, reimbursement of expenses, of fringe benefits, or other conditions related to the duties of the person concerned, within the Municipality or a municipal organization.
- 4.12 **Interest of close relations :** Interest from the spouse of the person concerned, from his/her children, from people in his/her ascending line or interest from a public corporation, a company, a co-op or association with whom he/she has any business relations. It may be of direct or indirect interest, financial or not, real, apparent or a potential interest. It is distinct, without necessarily being exclusive of that of the public in general, or may be perceived as such by a reasonably informed person.
- 4.13 **Loyalty towards the Municipality:** The members of the municipal Council shall seek the interest of the Municipality of Pontiac.
- 4.14 **Member:** A committee member, be it a municipal Council member or not.
- 4.15 **Member of the immediate family :** The spouse, in the sense of the *Act respecting labour standards*, as well as people in his/her ascending line, brothers or sisters and their spouses or a binding entity.
- 4.16 **Member of Council:** The mayor and councillors forming the members of Council of the Municipality of Pontiac.
- 4.17 **Municipality:** The Municipality of Pontiac.
- 4.18 **Municipal Organization:**
1. An organization which the government declares as being an authorized or a municipal agent;
 2. An organization whose council consists in majority of council members of a municipality;
 3. An organization whose budget is adopted by the municipality or whose funding is assured for more than half its worth by the municipality;
 4. A council, a commission or a committee formed by the municipality, which is in charge of examining and studying a question that is submitted by council ;
 5. A business, corporation, company or association in which a person is designated or recommended by the

municipality, in order to represent its interests.

- 4.19 **Resource person:** Person appointed by the municipal Council to participate in the activities of the Planning advisory committee, or other committees, but who is not a member and has no right to vote. The resource person is subjected to the same duties and responsibilities of a member, but may have a contract with the Municipality. The fact that a resource person is an employee of the Municipality or that he/she has a professional mandate as a consultant for the Municipality, is not reputed as being a conflict of interest. Holding an interest, in the sense of article 305 of the *Act respecting elections and referendums in municipalities* is not the intent of the present document.
- 4.20 **Prudence in pursuit of public interest :** The members of the municipal Council assume their responsibilities in view of the mission of public interest, that is incumbent upon them to do. In accomplishing this mission, they shall act with professionalism as well as vigilance and discretion.
- 4.21 **Searching for equity:** The members of the municipal Council shall treat everyone with justice and, as far as possible, by interpreting the laws and regulations, in accordance to their ethics.
- 4.22 **Respect towards other members, the employees of the Municipality and all citizens :** The members promote respect in the aspect of human relations. He/she has the right to this and acts with respect towards all people that they deal with, in the scope of their employment.

ARTICLE 5 – CONFLICT OF INTEREST

- 5.1 For the purpose of the present document, a conflict of interest exists when a personal interest may potentially, or apparently, prevent a member of Council to act objectively, in his/her executive capacity and in the sole interest of the Municipality of Pontiac.
- 5.2 The members of the municipal Council must perform their duties in the interest of the public and take all necessary measures to value the public's interest. To that effect, and without limiting its range, he/she must pay particular attention to each file submitted to committees or others, so as to evaluate their merit, keeping in mind the advantages and inconveniences and the impact on the community as a whole.
- 5.3 The members of the municipal Council must faithfully assume their duties in conformity with the applicable legislations, including the current municipal by-laws. He/she subscribes to and accepts the principles of a sound municipal administration and must fulfill his/her duties and responsibilities with integrity, dignity and impartiality.
- 5.4 The members of the municipal Council must not place themselves in a situation where their personal interest or that of a member of their immediate family could influence them in their executive capacity.
- 5.5 The members of the municipal Council must refrain from soliciting or possessing for themselves, for a close relative or a corporation in which he/she has a personal interest, a contract with the Municipality.
- 5.6 In order to prevent any real or potential situation of conflict of interest, none of the members of the municipal Council may directly or indirectly participate in any invitation to tender, and cannot have a direct or indirect interest in a contract with the municipality or a municipal organization, with the exclusion of the exceptions foreseen in articles 305 of the *Act respecting elections and referendums in municipalities* (L.R.Q. c. E-2.2 and 269 of the Quebec municipal code L.R.Q. c. - 27.1).

- 5.7 None of the members of the municipal Council may solicit, accept, or receive, any payment, profit or advantage whatsoever, other than those provided for by Law, in exchange for a statement regarding a by-law, a resolution or any question submitted or that shall be submitted to the municipal Council or to any of their committees.
- 5.8 Any member of Council, upon their election or during their mandate or employment, who is placed in a situation where there is a conflict of interest, following the implementation of a law, a marriage, common-law marriage or the acceptance of a donation or legacy, must put an end to the situation as soon as possible following the election or the occurrence of an event that will generate the conflict of interest.
- 5.9 The members of Council must make it publicly known on their annual declaration of financial interests, the facts and situations that are directly or indirectly susceptible to create a conflict with the public's interest, or their duties and personal interests or that of their immediate family, in a way that the citizens may establish that he/she is acting within their duties with integrity, impartiality and objectivity or, where appropriate, to observe that he/she is derogating to the correct way of acting by keeping the said declaration to date, as soon as he/she is aware of any fact or situation of this nature, by submitting an amended declaration to the Secretary-treasurer or Director General.
- 5.10 **Communication**
- (i) The members of Council will transmit the Council's decisions with precision and in an adequate fashion even if he/she is in disagreement with a majority decision.
 - (ii) The members must respect the Council's decision-making process.
 - (iii) The members must lead and transmit Council's business in an open and public fashion so that interveners may understand the process, logic and justification used to draw conclusions and make decisions.
 - (iv) The municipal Council will regularly take advantage of official or unofficial occasions to obtain the tax payers' ideas as part of the decision-making process regarding questions that have major repercussions on the community.
 - (v) The members of Council will show respect during discussions concerning their peers, the personnel, the municipality and all of the Council's decisions.
 - (vi) The members of Council will refrain from giving comments that could denigrate their peers or the personnel's professional competence or credibility.

ARTICLE 6 – GIFTS – DONATIONS

- 6.1 The members of the municipal Council must refuse all gifts, offers of hospitality or other advantages, whatever its value may be, that would risk having an influence on their judgement or their duties, or that may give rise to the perception of such risk.
- 6.2 Notwithstanding article 6.1, a member of the municipal Council may receive certain advantages when these advantages:
- a) are conform with the rules of courtesy, of protocol, hospitality or usage ;
 - b) are not from an anonymous source ;
 - c) do not represent a sum of money, an action, an obligation, a commercial paper or any financial title ;
 - d) are not of a nature that would leave any doubt on their integrity, their independence, or their impartiality, that of the Municipality or a municipal organization.
- 6.3 Any donation, act of hospitality or any other advantage received by a member of the municipal Council and that which is not purely of a private nature or aimed at what is applicable to article 6.1, if its value is greater than \$200, the said member

of Council must make a written declaration within 30 days of its reception and submit it to the Secretary-treasurer and Director General of the Municipality of Pontiac. This declaration must include an adequate description of the donation, of the act of hospitality or the advantage received, and specifies the name of the donor as well as the date and the circumstances of its reception. The Secretary-Treasurer and Director General keeps a public register of these declarations.

6.4 The present rule does not apply:

- a) When the act of hospitality or the advantage comes from a government or a municipality, from a government or municipal agency or any of their official representatives ;
- b) If the member of the municipal Council hands over the said advantage that was received, to the Municipality ;
- c) If it consists of a meal enjoyed in the presence of the person who has offered it and is less than \$200.

6.5 When a member of the municipal Council directly or indirectly receives an act of hospitality or another advantage as part of a training activity or professional development, in accordance with article 6.2, he/she must inform the Director General. The declaration of the member of the municipal Council must be the object of a description by the Director General specifying the circumstances. The present article does not apply to an act of hospitality or any other advantage when the member of the municipal Council has received them in his/her executive capacity, on behalf of a representative or a government agency, or a professional association to which he/she is a member of.

6.6 Each donor receives a copy of the present by-law regarding ethics, so that he/she knows that the gift or donation cannot be accepted. Professionals and businesses who do business with the Municipality will receive a copy of the present by-law.

ARTICLE 7 – DUTY OF DISCRETION

7.1 The members of the municipal Council may not use information which he/she receives in their executive capacity and which is not generally passed on to the public, to their personal advantage or benefit.

7.2 The members of the municipal Council may not transmit to a third party, information which he/she receives in their executive capacity and which is not generally passed on to the public.

7.3 The members of the municipal Council may not transmit to a third party, information which is nominative in the sense of the *Act with respect to access to public organization documents and on the protection of personal information*. The Director General is the person responsible, designated in virtue of the said Act, and exclusively possesses the delegated authority to decide on the nominative nature of the information.

7.4 The members of the municipal Council, with the exception of the mayor, may not transmit information that is not nominative and is not generally passed on to or known by the public, without the municipal Council's authorization.

7.5 In order to protect the secret with respect to information of a confidential nature, the members of Council must:

- a) refrain from using such information at the Municipality's prejudice or in view of directly or indirectly obtaining an advantage for him/herself or for others ;
- b) take the necessary measures to ensure that his/her colleagues and entourage do not use or relay such information that has come to their knowledge in their executive capacity,

ARTICLE 8 – USE OF MUNICIPAL RESOURCES – THE NAME – THE TRADEMARK – COAT OF ARMS OR LOGO

- 8.1 The members of the municipal Council must refrain from using or allowing the use of municipal resources, goods or services for other purposes than those intended, or those of municipal organizations, or to use the authority in their executive capacity for their personal interest or that of a member of their immediate family.
- 8.2 Despite article 8.1, a taxpayer may use certain Municipality's goods or services for personal purposes, if it is a service that is offered on a general basis by the Municipality or a municipal organization.
- 8.3 The members of the municipal Council must refrain from using the municipality's name or logo when concluding contracts and agreements in a personal capacity with a third party, so that the other party is not led to believe that the contract or agreement was concluded with the Municipality or that the Municipality becomes surety for them or is implicated in any way whatsoever.
- 8.4 The members of the municipal Council must refrain from using municipal letterhead for their personal activities.
- 8.5 The members of the municipal Council who has or acquires interest in a company or business, must avoid using their position at the Municipality for publicity purposes or promotional support to the business in question.

ARTICLE 9 – BUSINESS WITH THE MUNICIPALITY

The members of the municipal Council must refrain from directly or indirectly having an interest in a contract with the Municipality or a municipal organization, subject to the exceptions provided by the Law.

ARTICLE 10 – RESPECT FOR THE DECISION-MAKING PROCESS – EMPLOYEE RELATIONS – HIRING PROCESS

- 10.1 The members of the municipal Council must respect the legislative and administrative prescription governing the Municipality's and municipal organizations' decision-making process.
- 10.2 The members of the municipal Council must maintain respectful relations with other members of the municipal Council, with the employees and the citizens of the Municipality of Pontiac.
- 10.3 The members of the municipal Council must refrain from participating or influencing anyone when hiring, supervising, promoting or evaluating an employee's performance when the employee is a member of his/her immediate family or a person to which he/she legally or personally is indebted to.
- 10.4 The members of the municipal Council must disclose all family ties or social affiliation via a candidate's possessions that may affect his /her credibility and must withdraw from any selection committee.

ARTICLE 11 – PARTICIPATION IN TRAINING SESSIONS – DECLARATION OF OATH OF THE ELECTED REPRESENTATIVE

- 11.1 The members of the municipal Council shall participate, within four (4) months of assuming his/her duties, to a training session on ethics and professional conduct that is specially created for the municipal sector and to additional information sessions offered periodically for the duration of the mandate.
- 11.2 The members of the municipal Council must take the oath, according the the *Act respecting elections and referendums in municipalities*, in keeping with the rules of the Code of ethics and professional conduct.

ARTICLE 12 – PROCESS OF APPLICATION AND CONTROL – SANCTIONS

- 12.1 Any person who has reasonable motive to believe that a member of the municipal Council has committed a violation of a rule provided for in the code of ethics and professional conduct, which can be applicable to him/her, may contact the Ministry of Municipal Affairs within three years following the end of this

member's mandate, in accordance with articles 20 to 30 of the *Act respecting ethics and professional conduct* on a municipal level.

- 12.2 In order for any complaint, with respect to the present by-law to be complete, it must be written, witnessed on oath, justifiable and accompanied by any supporting document, if necessary.
- 12.3 According to articles 7 and 31 of the *Act respecting ethics and professional conduct* on a municipal level: A breach of the *Code of ethics and professional conduct* by a member of Council of the Municipality of Pontiac may lead to the imposition of the following sanctions:
1. A reprimand.
 2. Handing over to the Municipality, within 30 days of the Quebec Municipal Commission's decision :
 - a. The donation received as a hospitality of advantage, or their value ;
 - b. Any profit taken for the breach of a rule, stated in the municipal Code.
 3. The reimbursement of any payment, allocation or other sums received as a member of the municipal Council, of a committee or a commission of the Municipality or an organization, for the duration that the breach of a rule, provided for in the municipal Code, existed.
 4. The suspension of the member of Council for no more than 90 days, which cannot have effect past the last date of his/her mandate.
- 12.4 When a member of the municipal Council is suspended, he/she may not attend any council meeting, committee or Municipal commission or, in his/her capacity as member of the Municipality of Pontiac Council, of another organization, and may not receive neither payment, allocation or any other sum from the Municipality or a such organization.

ARTICLE 13 – POST-MANDATE

- 13.1 The members of the municipal Council who ceased to perform his/her duties must act in such a way as to avoid drawing unfair advantage of his/her previous duties.
- 13.2 The members of the municipal Council shall refrain from disclosing confidential information that is not available to the public, obtained in the scope of their employment.
- 13.3 The members of the municipal Council must refrain from disclosing confidential information that he/she obtains, or to use it to his/her advantage or someone else's; such information that is not available to the public, obtained while in their executive capacity.

ARTICLE 14 – REVISION OF THE LISTED RULES – CODE OF ETHICS AND PROFESSIONAL CONDUCT

The members of the municipal Council agree to revise and adopt, at the beginning of each new four (4) year mandate, the rules governing the code of ethics and professional conduct in order to reiterate their commitment regarding respect and promoting the rules therein and that it reflects the evolution of local concerns as well as the elected representatives' directions and priorities.

ARTICLE 15 – DECLARATORY PROVISIONS

The masculine and the singular are used in the present by-law without discrimination in order to reduce the size of the document, and include the feminine and the plural.

ARTICLE 16 – COMING INTO EFFECT

16.1 The present by-law will come into effect after the accomplishment of formalities enacted by Law.

Carried

14-03-1859

WORKING CAPITAL – BY-LAWS 04-13 AND 02-14

WHEREAS the borrowing by-laws # 04-13 and 02-14, provide that a sum of \$60,000.00 is to be financed through the working capital of the Municipality;

WHEREAS THAT this resolution will allow the required accounting entries;

It is

Moved by: R. Denis Dubé
Seconded by: Inès Pontiroli

AND RESOLVED THAT the sector of the Village of Quyon, mentioned in the by-laws above, is to reimburse the sum of \$30,000.00 to the working capital over a 10 year period, at the interest rate in effect, that is 4%.

IT IS FURTHERMORE RESOLVED THAT the whole Municipality is to reimburse the sum of \$30,000.00 to the working capital over a period of 10 years, this without interest.

Carried

14-03-1860

WORKING CAPITAL – FACADE OF THE TOWN HALL

WHEREAS in the 2013 budget, it was planned to finance the expenses for the facade of the town hall through the working capital and that the total amount spent for item 23-020-01-722 for the year 2013 is of \$6, 167.91;

WHEREAS THAT this resolution will allow the required accounting entries;

It is

Moved by: Inès Pontiroli
Seconded by: Nancy Draper-Maxsom

AND RESOLVED THAT the sum of \$6, 167.91 will be financed through the working capital, refundable over a 5 year period.

Carried

14-03-1861

REQUEST FOR SUPPORT – RESOLUTION C.M. 2014-01-18 – MRC PONTIAC

WHEREAS the Pontiac MRC has adopted resolution # C.M. 2014-01-18 regarding the restoration of route 148 between l’Isle-Aux-Allumettes and the city of Gatineau;

WHEREAS the Municipality of Pontiac wishes to support this request;

It is

Moved by: R. Denis Dubé
Seconded by: Brian Middlemiss

AND RESOLVED THAT the Municipality of Pontiac supports the Pontiac MRC (resolution C.M. 2014-01-18) in its approach to have the MTQ improve and repair route 148 between l’Isle-Aux-Allumettes and the West boundary of Gatineau.

IT IS FURTHERMORE RESOLVED to ask the Mayors' Council of the MRC des Collines for their support with our request to the MTQ regarding the repairs of route 148.

Carried

14-03-1862

CULTURAL DEVELOPMENT FUNDS OF THE MRC DES-COLLINES-DE-L'OUTAOUAIS

WHEREAS the request for proposal of the Cultural Funds of the MRC des Collines-de-l'Outaouais which ended February 28, 2014;

WHEREAS the delays of the call for project did not make it possible for the Council to make a decision earlier;

WHEREAS the project tabled by the Assistant Director General;

WHEREAS this project fits into the PALSIS (Local action plan for community solidarity and social inclusion) steps taken by the Municipality;

WHEREAS the Council deems appropriate to underline the implication of the volunteer groups who contributed to the development of the Municipality;

It is

Moved by: Inès Pontiroli
Seconded by: R. Denis Dubé

AND RESOLVED to maintain the request for financial assistance with the CLD des Collines-de-l'Outaouais. It is also proposed that the Municipality sets aside the amount of \$3,000.00 for the achievement of the project with the condition that the output budgeting be complemented by other sources of revenue.

Carried

14-03-1863

SUPPORT – REQUEST FOR PROPOSALS FOR THE DEVELOPMENT OF THE OTTAWA RIVER BANKS

WHEREAS the request for proposals from the National Capital Commission for the animation of the public spaces on the Ottawa River banks currently in progress;

WHEREAS the project presented by Mr. Kuhn "*Urban Water Trail - Paddle Network on the Ottawa River*" has undeniable recreational and touristic potential;

WHEREAS the development of the project of the "*Route bleue de la Kichi Sibi*" on the Ottawa River between the Dumoine River and the Aylmer marina;

WHEREAS the achievement of a "*Route bleue*" on the urban portion of the Ottawa River would enable the development of a "*Route bleue*" between the city of Gatineau and the *Route bleue du Haut-St-Laurent* – which would allow a connexion to the *Sentier Maritime du St-Laurent* which stretches all the way to Northern Quebec and the Gaspé Peninsula;

It is

Moved by: Nancy Draper-Maxsom
Seconded by: Brian Middlemiss

AND RESOLVED to support the "*Urban Water Trail Paddle Network on the Ottawa River*" project, as presented by Mr. Kuhn.

Carried

14-03-1864

REQUEST FOR PREMISES – GRENIER DES COLLINES

WHEREAS the request from the volunteers of the St-Vincent-de-Paul for the loan of premises for the distribution, on behalf of le Grenier des Collines, of foodstuffs as part of the sharing-store;

WHEREAS a space can be made available at the Community Center;

It is

Moved by: Inès Pontiroli
Seconded by: R. Denis Dubé

AND RESOLVED THAT the Municipality accepts to loan, without charge, a space at the Lusville Community Center to the organization le Grenier des Collines. A written draft agreement will have to be submitted to the Council before the beginning of the activities of the sharing-store.

Carried

NOTICE OF MOTION

I, the undersigned, **Roger Larose, Mayor** of the Municipality of Pontiac, give notice that I intend to present at a subsequent meeting of this council, a borrowing by-law for the purchase of a grader for the Municipality of Pontiac.

14-03-1865

SURVEY – POSSIBILITY OF MUNICIPALIZATION OF ROADS

WHEREAS the request for the municipalisation of Wilmer road and des Mèlèzes crescent;

It is

Moved by : Dr. Jean Amyotte
Seconded by : Brian Middlemiss

AND RESOLVED to conduct a survey amongst the concerned owners.
IT IS FURTHERMORE RESOLVED THAT the deadline for the survey will be April 17, 2014.

Carried

14-03-1866

USE OF GREEN FLASHING LIGHTS - VOLUNTEER FIREFIGHTERS

WHEREAS volunteer firefighters of the rural municipalities must sometimes travel significant distances with their personal vehicle to get to the fire halls or on the scene of a disaster;

WHEREAS there is a need to warn motorists that these vehicles are travelling for emergency purposes;

It is

Moved by: Brian Middlemiss
Seconded by: Nancy Draper-Maxsom

AND RESOLVED THAT the Municipality of Pontiac asks the provincial competent authority to authorize the volunteer firefighters of the rural municipalities to equip their

personal vehicle of green flashing lights and that this authorization be valid across the entire province of Quebec.

Carried

14-03-1867

RECYCLING BIN- FACTORY - ST-VINCENT-DE-PAUL

WHEREAS the St-Vincent-de-Paul counter hold its activities at the Luskville presbytery;

WHEREAS only one recycling bin is not enough for the needs of the St-Vincent-de-Paul counter;

It is

Moved by : Inès Pontiroli
Seconded by: Brian Middlemiss

AND RESOLVED THAT the Municipality agrees to loan, free of charge, a recycling bin to the St-Vincent-De-Paul organization (presbytery of Luskville). People in charge of this organization must agree, in writing, that they accept and that they will return the recycling bin to the Municipality should the organization cease its activities.

Carried

14-03-1868

SUPPLY OF THE CONTAINERS – ECO-CENTER

It is

Moved by: R. Denis Dubé
Seconded by: Inès Pontiroli

AND RESOLVED THAT the Municipality delegates to the Director General the responsibility for the preparation of specifications for the supply and transportation of containers for the eco-center.

Carried

14-03-1869

REQUEST TO THE C.P.T.A.Q. – 1927 ROUTE 148 – LOT 2 683 455

WHEREAS the request is for the use of an area of about 500 square meters for other than agriculture on lot 2 683 455, that is, for running an incinerator of farm animals to offer an exclusive service to the producers in the Outaouais region;

WHEREAS this site is the best one for the applicant to operate this type of activities since his residence is located on the same lot;

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

CONSEQUENTLY, it is

Moved by: Inès Pontiroli
Seconded by: Brian Middlemiss

AND RESOLVED THAT this Council supports the applicant's request for the use of 500 squares meters for other purposes than agriculture on lot 2 683 455, that is, for running an incinerator of farm animals to offer an exclusive service to the agricultural producers in the Outaouais region.

Carried

14-03-1870

BY-LAW TO AMEND THE SUBDIVISION BY-LAW NO. 178-01, RELATING TO LAND TRANSFERS, TO BE USED FOR PARKS, PLAYGROUNDS AND NATURAL AREAS, APPLICABLE WHEN A SUBDIVISION PERMIT IS ISSUED

- WHEREAS** the Municipality of Pontiac is governed by the *Municipal Code* and subject to the implementation of the *Act respecting land use planning and development*;
- WHEREAS** the Pontiac Municipal council has adopted the zoning by-law no. 178-01, which came into force on December 18, 2001;
- WHEREAS** in compliance with article 117.1 of the *Act respecting land use planning and development*, council wishes to favour the establishment and maintenance of parks and playgrounds as well as their improvement, and the preservation of natural areas;
- WHEREAS** the Council deems it appropriate to increase to 10% the contribution for the establishment, maintenance and improvement of parks and playgrounds and the preservation of natural areas in accordance with Article 117.4 of the Act on the planning and development;
- WHEREAS** Council would like to add "land in an agricultural area where a cadastral operation is done in accordance with the Law on the protection of agricultural land and agricultural activities in Quebec" in section 2.1.3 relating to the case requiring no transfer of land or monetary compensation;
- WHEREAS** Article 2.1.2 « registered contract » must be amended;
- WHEREAS** a motion for the present by-law has been given at the regular meeting of December 10, 2013;

CONSEQUENTLY, it is

Moved by: Inès Pontiroli
 Seconded by: R. Denis Dubé

AND RESOLVED THAT the present by-law 28-13 of the Municipality of Pontiac orders the following:

- ARTICLE 1** The above noted preamble is an integral part of the present by-law.
- ARTICLE 2** Article 2.1, titled "*Land transfer for the development parks, playgrounds or natural areas*" is modified as follows:
- At the beginning of the fourth line, to **replace** the words "*four per cent (4%)*" with the words "*ten per cent (10%)*";
 - To **add** a second paragraph to read as follows:

“The first paragraph prevails on other irreconcilable provisions of the present subdivision by-law or any other municipal by-law”;
- ARTICLE 3** Article 2.2.1, titled "*Financial compensation*" is modified as follows:
- In the third line of the first paragraph, to **replace** the words "*four per cent (4%)*" with the words "*ten per cent (10%)*";
 - At the end of the third paragraph, to **replace** the words "*four per cent (4%)*" with the words "*ten per cent (10%)*";
- ARTICLE 4** -Article 3.10.1, titled "*Presentation of the preliminary subdivision project*" is modified as follows:
- In the twelfth paragraph, to **repeal** the last sentence, to read "*This in order to calculate the 4%*";

ARTICLE 5 -Article 3.13, titled “*Presentation of the allotment plan*” to be modified as follows:

- In paragraph 9, to **repeal** the last sentence, to read “*This in order to calculate the 10%*”;

ARTICLE 6 -The article 2.1.3 is modified to include lands in an agricultural area where a cadastral operation is done in accordance with the Law on the protection of agricultural land and agricultural activities in Quebec;

ARTICLE 7 - Article 2.1.2 “registered contract” is amended as follows:

“For all land subdivision where a land transfer for parks, playgrounds, pedestrian pathways and open spaces is required, a formal agreement describing the land to be transferred and/or the amount to be paid to the Municipality will have to be signed by the applicant before the permit is issued. Subsequently, the fees for the notarized contract and any other fees that could come from a land transfer for a park or a playground will be the responsibility of the owner-assignee”.

ARTICLE 8 COMING INTO FORCE

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

Carried

14-03-1871

APPLICATIONS – MEMBERS OF THE PAC

WHEREAS there is a vacant position for a member sitting on the Planning Advisory Committee;

WHEREAS call for applications is needed;

It is

Moved by: R. Denis Dubé
Seconded by: Nancy Draper-Maxsom

AND RESOLVED THAT the Municipality publishes a call for application for a representative from the public to sit on the Planning Advisory Committee. Applications from ward 1 or 4 will be favoured in order to ensure a good representation of the population.

Carried

14-03-1872

SKATING RINK AND SUPERVISION -LUSKVILLE PARK

WHEREAS the Municipality contracts out the annual maintenance and supervision of the Luskville Park, including the winter maintenance of the skating rink;

WHEREAS the Municipality has requested a written offer from at least 2 contractors;

It is

Moved by: Inès Pontiroli
Seconded by: Brian Middlemiss

AND RESOLVED THAT the Municipality grants the contract for the annual maintenance and supervision of the Luskville Park, including the winter maintenance of the skating rink to Mr. Brent Mainville for the amount of \$ **11, 200.00**, non-taxable, for the period of January 1, to December 31, 2014.

IT IS FURTHERMORE RESOLVED THAT this present resolution abrogates resolution # 13-12-1792.

Carried

14-03-1873

CALL FOR TENDERS – MAINTENANCE OF GREEN SPACES

WHEREAS the estimate tabled by the Director General to the elected members for the maintenance of green spaces;

It is

Moved by: R. Denis Dubé
Seconded by: Brian Middlemiss

AND RESOLVED THAT the Municipality authorizes the Director General to publish a call for tenders for the maintenance of green spaces. The said call for tenders will have to be published in at least one local newspaper.

Carried

QUESTION PERIOD FROM THE PUBLIC

- | | |
|----------------------|-----------------------------------------------------------------------------------|
| David Birt | - Grader |
| Sheila McCrindle | - To publish a brief report regarding the Community Center |
| Barry Marfleet | - Community Center |
| Joan Belsher | - Community Center |
| Suzanne Parker | - Questions about item 5.9
- Community Center |
| Diane Mainville | - Community Center |
| Madeleine Carpentier | - Web Site
- Information for people residing in the area of the slaughterhouse |
| Ann Burse | - Widening of route 148 – Information for the affected owners |
| Ricky Knox | - Community Center – Payments |
| Bill Twolan | - 4%
- Community Center |
| Jean-Claude Carisse | - French – at the beginning of the meeting |

14-03-1874

CLOSING OF THE MEETING

It is

Moved by: R. Denis Dubé
Seconded by: Brian Middlemiss

AND RESOLVED to close the meeting at 9:21 p.m. having gone through the agenda.

Carried

MAYOR

DIRECTOR GENERAL

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