

**PROVINCE OF QUEBEC  
MUNICIPALITY OF PONTIAC**

MINUTES of the regular municipal council meeting held on Tuesday, April 8, 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, R. Denis Dubé and Nancy Draper-Maxsom, Thomas Howard .

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

Excused absence: Dr. Jean Amyotte, Councillor.

The meeting began at 7:30 p.m.

**FLOOR TO THE PUBLIC AND QUESTION PERIOD**

**14-04-1882**

**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 March 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 April
  - 5.4 Renewal – Chamber of Commerce
  - 5.5 Contract renewal SDUrbanisme
  - 5.6 Electrical work – Repair and preventive maintenance - Municipal buildings
  - 5.7 Memorandum of agreement MRC – Installation of an antenna and electrical panels
  - 5.8 Award of a bond issuance in response to requests for public tenders – by-laws 12-07(tanker truck), 06-14 (paving of Davis and Soulière roads), 06-13(paving of Lavigne road) and 06-10 (paving of various roads)
  - 5.9 Borrowing by-laws 12-07(tanker truck), 06-14(paving of Davis and Soulière roads), 06-13(paving of Lavigne road) and 06-10(paving of various roads)- Harmonization
  - 5.10 Borrowing by-law 12-07(tanker truck), 06-14(paving of Davis and Soulière roads), 06-13(paving of Lavigne road) and 06-10(paving of various roads)-Short term
  - 5.11 WIFI access in the municipal buildings
  - 5.12 Resolution – Member of the Cultural Commission des Collines
  - 5.13 Short-term investment – Municipal funds
  - 5.14 Collective application for the program municipalité amie des aînés (MADA)
  - 5.15 Loan of premises – Serge Bélair Center
  - 5.16 Tabling of the 2013 financial statements
  - 5.17 Notice of motion – Borrowing by-law no. 04-14 for the purchase of one grader
  - 5.18 Tabling of by-law 04-14 for the purchase of one grader
  - 5.19 Support program for municipal family policies
  - 5.20 Repairs to truck # 118
- 6. Public security**
- 7. Public works**
  - 7.1 Cleaning of the ditches by the MTQ – Route 148
  - 7.2 Installation of a gasoline tank – Municipal vehicle fleet
  - 7.3 Geotechnical study
  - 7.4 Grading of the roads, North sector of the Municipality
  - 7.5 Condition of the roads – Egan road

- 7.6 Ditches – Part of route 148 between de la Montagne and Crégheur road
- 7.7 Maintenance of Lac-des-Loups road
- 7.8 Tenders – Specifications for grader
- 8. Public hygiene**
  - 8.1 Call for tenders - Action plan for the cross connections
  - 8.2 Tabling of documents - Résumé du projet H2O des Collines 2013
  - 8.3 Call for tenders - Update regarding the contingency plan – Drinking water pipes – Village of Quyon
  - 8.4 Notice of motion -Amendment to by-law 08-08(taxation and levy of taxes for the extension or connection to the water and sewer network) and tabling of a draft by-law for the use of drinking water
  - 8.5 Contract for the collection and transportation of garbages and recyclables
- 9. Urban renewal and zoning**
  - 9.1 Designation for the Management Committee – Chats Falls Park
  - 9.2 Invoicing – Parks and playgrounds fund
  - 9.3 Request to the CPTAQ – 1854 de la Montagne road – 2 750 617
  - 9.4 Minor exemption – 87 de la Rivière road – 2 683 424
  - 9.5 Request to the CPTAQ - 511 Crégheur road – 2683 747 and 2 872 205
  - 9.6 Access to the development housing project of Quyon
  - 9.7 By-law no. 24-13 amending the by-law regarding the administration and interpretation of urban by-laws no. 176-01to include the definition of natural high water line
  - 9.8 By-law no. 25-13 to modify the zoning by-law no. 177-01 in order to include new standards applicable to the protection of the riverbanks, shores and floodplains
  - 9.9 By-law no. 26-13 to modify the zoning by-law no. 177-01 in order to include new standards applicable to the zones exposed to landslides
  - 9.10 By-law no. 27-13 to modify the subdivision by-law no. 178-01 in order to include new standards applicable to the zones exposed to landslides
  - 9.11 By-law no.28-13 to amend the subdivision by-law no.178-01 relating to land transfers, to be used for parks, play grounds and natural areas, applicable when a subdivision permit is issued
- 10 Recreation and culture**
- 11. Miscellaneous**
  - 11.1 Support for the acknowledgment of the Canadian horse
- 12. Various reports 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 March 2014
  - 13.2 Tabling of documents
- 14. Public question period**
- 15. Closing of meeting**

It is

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

AND RESOLVED to adopt the agenda with the following modifications:

Additions:	5.21	External audit
	5.22	Letter of congratulations – Mr. André Fortin
	7.9	Maintenance of green spaces

Carried

**14-04-1883**

**ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD ON MARCH 11, 2014**

It is

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

AND RESOLVED TO adopt the minutes of the regular meeting held on Mars 11, 2014.

Carried

**14-04-1884**

**LIST OF INVOICES TO PAY**

It is

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

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to \$ **27, 377.24** (see appendix in file no.102-102) for the period ending March 31, 2014 and to debit budget posts related to the expenses mentioned on said list.

Carried

**14-04-1885**

**LIST OF FIXED AND PRE-APPROVED EXPENSES**

It is

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

AND RESOLVED THAT this Council approves the list of disbursements and withdrawals done from February 27 to March 25, 2014, all for a total amount of \$ **365, 577.93** (see appendix).

Carried

**14-04-1886**

**LIST OF INCURRED EXPENSES FOR THE MONTH OF APRIL 2014**

It is

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

AND UNANIMOUSLY RESOLVED to accept the incurring expenses that appear in appendix A (see file 102-102), for a total amount of \$ **35, 024.88** taxes included.

Carried

**14-04-1887**

**RENEWAL – CHAMBER OF COMMERCE**

It is

Moved by: Thomas Howard  
Seconded by: Inès Pontiroli

AND RESOLVED THAT the Municipality renew its contribution to the Pontiac Chamber of Commerce at the cost of \$ 125.00 for the year 2014-2015.

The vote is requested :

For : Thomas Howard  
Inès Pontiroli

Against : R. Denis Dubé  
Brian Middlemiss  
Nancy Draper-Maxsom

Rejected

**14-04-1888**

**CONTRACT RENEWAL - SDURBANISME**

WHEREAS the tabling of subdivision files on the Municipality's territory;

WHEREAS there is a need to ask for external expertise for these files;

WHEREAS there is a need to have external resource support for the urban planning department, for the follow-up of the by-law changes, amongst other things;

It is

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

AND RESOLVED THAT the Assistant Director General is authorized to call upon the firm SDUrbanisme for the Municipality's need for the follow-up of the housing development in Quyon, for Domaine des Chutes and in support to the urban planning department, all at the hourly rate of \$ 85.00, and a maximum of eighty (80) hours.

Carried

**14-04-1889**

**ELECTRICAL WORK – REPAIR AND PREVENTIVE MAINTENANCE - MUNICIPAL BUILDINGS**

WHEREAS the various electrical repairs and preventive work to be done at some of the municipal buildings;

WHEREAS the tenders received to that effect;

WHEREAS the company R. Parent Électrique is the lowest bidder;

It is

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

AND RESOLVED THAT the Municipality authorizes the Director of Public Works to have the various work of electrical nature done by the company R. Parent Électrique for the amount of \$ 7, 149.78, taxes included, as per the estimation prepared to that effect.

Carried

**14-04-1890**

**MEMORANDUM OF AGREEMENT MRC – INSTALLATION OF AN ANTENNA AND ELECTRICAL PANELS**

WHEREAS the discussions with the MRC des Collines for the installation of a communication antenna on the roof of our building located at 5 Egan;

WHEREAS THE needs for public security cover for both parties involved in this project;

WHEREAS THE draft of memorandum of agreement submitted the MRC;

It is

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

AND RESOLVED THAT the Municipality accepts to sign the memorandum of agreement with the MRC des Collines regarding the installation of a communication antenna and of an electrical panel on the roof at our building located at 5 Egan.

Carried

**14-04-1891**

**AWARD OF A BOND ISSUANCE IN RESPONSE TO REQUESTS FOR PUBLIC TENDERS – BY-LAWS 12-07(TANKER TRUCK), 06-14 (PAVING OF DAVIS AND SOULIÈRES ROADS), 06-13 (PAVING OF LAVIGNE ROAD) AND 06-10(PAVING OF VARIOUS ROADS)**

WHEREAS, in conformity with borrowing by-laws 12-07, 06-14, 06-13 and 06-10, the Municipality of Pontiac wishes to issue a series of bonds, that is one bond per deadline;

WHEREAS the Municipality of Pontiac, via the electronic financial information system « *Service d'adjudication et de publication des résultats de titres d'emprunts émis aux fins du financement municipal* », requested to that effect tenders for the sale of this bond issue dated April 22, 2014, in the amount of \$ 2, 030, 000 ;

WHEREAS, following this request, the Municipality of Pontiac received the tenders outlined below:

Name of the tenderer	Offered price	Amount	Rate	Deadline	Actual cost
Valeurs Mobilières Desjardins Inc.	98,32200	\$128, 000.00	1,50000%	2015	2,77245%
		\$132, 000.00	1,60000%	2016	
		\$136, 000.00	1,85000%	2017	
		\$140, 000.00	2,10000%	2018	
		\$1, 494, 000.00	2,45000%	2019	
Valeurs Mobilières Banque Laurentienne Inc.	98,48200	\$128, 000.00	1,45000%	2015	2,77519%
		\$132, 000.00	1,60000%	2016	
		\$136, 000.00	1,80000%	2017	
		\$140, 000.00	2,15000%	2018	
		\$1, 494, 000.00	2,50000%	2019	
Financière Banque Nationale	98,47300	\$128, 000.00	1,50000%	2015	2,78538%
		\$132, 000.00	1,65000%	2016	
		\$136, 000.00	1,85000%	2017	
		\$140, 000.00	2,20000%	2018	
		\$1, 494, 000.00	2,50000%	2019	

WHEREAS the offer from Valeurs Mobilières Desjardins Inc. is the most advantageous;

It is

Moved by : Brian Middlemiss  
 Seconded by : Inès Pontiroli

AND RESOLVED

THAT Valeurs Mobilières Desjardins Inc. be awarded the responsibility to issue the bonds in the amount of \$ 2, 030, 000 for the Municipality of Pontiac;

THAT the request be made to Valeurs Mobilières Desjardins Inc. to mandate *Services de dépôt et de compensation CDS Inc. (CDS)* to register this issuance;

THAT the Mayor and the Assistant Director General be authorized to sign the bonds covered by this issuance, that is, term bonds;

THAT CDS act on behalf of its members as the account registration, bondholding agent, paying agent and responsible for bondholder transactions made with respect to its members, as described in the agreement signed between the "Minister of Municipal Affairs, Regions and land Occupancy" (MAMROT) and CDS;

THAT CDS proceed to the transfer of funds in accordance with the legal requirements of the bond. To this end, the Council authorizes the Assistant Director General to sign the documents required by the Canadian banking system "Authorization for the pre-authorized debit for plan businesses".

Carried

14-04-1892

**BORROWING BY-LAWS 12-07(TANKER TRUCK), 06-14 (PAVING OF DAVIS AND SOULIÈRES ROADS), 06-13 (PAVING OF LAVIGNE ROAD) AND 06-10 (PAVING OF VARIOUS ROADS) - HARMONIZATION**

WHEREAS, in accordance with the following borrowing by-laws and for the amounts indicated for each of them, the Municipality of Pontiac wishes to issue a series of bonds, that is a bond for each term, for a total amount of \$ 2, 030, 000:

BORROWING BY-LAW #	AMOUNT \$
12-07	\$145, 100
06-14	\$60, 100
06-13	\$39, 900
06-10	\$1, 784, 900

WHEREAS, for the purpose of the said issuance, it is necessary to amend the by-laws under which these bonds are issued;

It is

Moved by : Brian Middlemiss  
Seconded by : Inès Pontiroli

AND RESOLVED UNANIMOUSLY

THAT previously listed borrowing by-laws be amended, if needed, in order to comply with what is listed below, this, in regard to the amount of bonds previously specified regarding by-laws to which the \$ 2, 030, 000 bond issue is related;

THAT the bond, that is term bonds, be dated April 22, 2014;

THAT the bonds be registered in the name of *Services de dépôt et de compensation CDS Inc. (CDS)* and be filed with CDS;

THAT CDS act on behalf of its members as the account registration agent, bondholding agent, paying agent and responsible for bond-holder transactions made with respect to its members, as described in the memorandum of understanding, signed between the MAMROT and CDS;

THAT CDS proceed to the fund transfer in accordance with the legal requirements of the bond. To this end, the Council authorizes the Assistant Director General to sign the documents required by the Canadian banking system entitled "Authorization for a pre-authorized debit plan for businesses";

THAT in order to make the payments to the members by electronic funds transfer, CDS be authorized to make direct debit in payment of principal and interest from the account of the following financial institution: Caisse Populaire de Masham-Luskville 88 Principale East, La Pêche, Qc, J0X 2W0;

THAT interests be payable semi-annually, on April 22 and October 22 of each year;

THAT the bonds are non-callable; however, they may be redeemed with the consent of the holders in accordance with the Act respecting municipal debts and loans (LRQ., c. D-7);

THAT the bonds be signed by the Mayor and the Assistant Director General. As authorized by law, the Municipality of Pontiac mandated CDS to act as authenticator financial agent and bonds will come into force only after they have been authenticated;

Carried

**14-04-1893**

**BORROWING BY-LAW 12-07 (TANKER TRUCK), 06-14 (PAVING OF DAVIS AND SOULIÈRES ROADS), 06-13 (PAVING OF LAVIGNE ROAD) AND 06-10 (PAVING OF VARIOUS ROADS)-SHORT TERM**

It is

Moved by: Brian Middlemiss  
Seconded by: Inès Pontiroli

AND RESOLVED THAT in order to make the loan totaling \$ 2,030,000, under by-laws number 12-07, 06-14, 06-13 and 06-10, the Municipality of Pontiac must issue bonds for a shorter term than that stipulated in borrowing by-laws , that is to say for a term of :

**Five (5) years** (starting on April 22, 2014); for the annual amortization of capital provided for the years 2020 and following, instead of the prescribed term of the said amortization for borrowing by-laws number 06-14, 06-13 and 06-10, each subsequent issue shall be for the balance or part of the balance owing on the loan.

Carried

**14-04-1894**

**WI-FI ACCESS IN THE MUNICIPAL BUILDINGS**

WHEREAS the demands and the need of Internet service inside our various public premises (meeting rooms, libraries, etc.);

WHEREAS a wireless connection is readily available at these premises;

It is

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

AND RESOLVED THAT the Municipality displays the password from our wireless internet system in all municipal buildings in order to give internet access to the citizens.

Carried

**14-04-1895**

**MEMBER OF THE CULTURAL COMMISSION DES COLLINES**

It is

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

AND RESOLVED THAT the Municipality delegates Mr. Jean-Claude Carisse as a citizen representative for the Cultural Commission des Collines.

Carried

**14-04-1896**

**SHORT-TERM INVESTMENT – MUNICIPAL FUNDS**

It is

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

AND RESOLVED THAT the Municipality authorizes the Assistant financial services to invest the monies from the municipal funds in a short term investment, redeemable at any time, at the Caisse Populaire Masham-Luskville.

Carried

**14-04-1897**

**COLLECTIVE APPLICATION FOR THE PROGRAM MUNICIPALITÉ AMIE  
DES AÎNÉS (MADA)**

WHEREAS THE MADA (*Municipalité Amie Des Aînés*) program aims to give to the municipalities a policy and an action plan for the senior citizen;

WHEREAS THE MRC des Collines-de-l'Outaouais has adopted on May 16, 2013 a resolution making the MRC part of the MADA program (Resolution # 13-05-155);

WHEREAS THIS could help for the realisation of the strategic objectives;

WHEREAS a confirmation of respondents for the Municipality should be made;

THEREFORE, it is

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

AND RESOLVED to delegate Mr. Benedikt Kuhn as the person in charge of the elderly files at the Municipality of Pontiac.

FURTHERMORE, IT IS RESOLVED to delegate Mr. R. Denis Dubé as the Councillor in charge of the elderly files at the Municipality of Pontiac.

Carried

**14-04-1898**

**LOAN OF PREMISES – SERGE BÉLAIR CENTER**

WHEREAS the Serge Bélaïr Center offers a service to the families with a member living with an intellectual deficiency, more specifically through their activity centers in Fort-Coulonge and Shawville;

WHEREAS this service offers to these people the chance to enjoy activities that are motivating and adapted to their needs and to break out of isolation, all this while bringing support to their primary caregivers;

WHEREAS the Serge Bélaïr Center presently has several people waiting for its service, with a lot of them living within the Municipality of Pontiac, but the present transportation distances are keeping the Center from serving the majority of these people;

WHEREAS there is availability at the Breckenridge Community Center and that these premises would be adequate for the Serge Bélaïr Center and its clients;

It is

Moved by: Inès Pontiroli  
Seconded by: Brian Middlemiss

AND RESOLVED THAT the Municipality of Pontiac mandates the Assistant Director General to negotiate a memorandum of agreement with the Serge Bélaïr Center for the use of the Breckenridge Community Center, for 3 days a week between 8:30 a.m. and 2:30 p.m. , which will be submitted to the Council for endorsement.

Carried

**TABLING OF THE 2013 FINANCIAL STATEMENTS**

In accordance with article 176.1 of the Municipal Code, the Assistant Director General tables the 2013 financial statements.



## **NOTICE OF MOTION**

I, the undersigned, **Brian Middlemiss**, Councillor of the electoral district number **5**, in the Municipality of Pontiac, give notice that I intend to present at a subsequent meeting, a by-law which decrees a loan and expense for the purchase of one grader for the Municipality of Pontiac.

The reading of the by-law is not necessary since the request for waiving the reading is done at the same time as the notice of motion and that a copy of the by-law has been immediately given to all present Council members and to the others two juridical days before the meeting at which it will be carried and if, during this meeting, all present members of the Municipal Council declare having read it and waive its reading (art. 445 C.M.)

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## **TABLING OF BY-LAW NO. 04-14 FOR THE PURCHASE OF ONE GRADER**

### **“BY-LAW No. 04-14 WHICH DECREES A LOAN AND EXPENSE FOR THE PURCHASE OF ONE GRADER FOR THE MUNICIPALITY OF PONTIAC”**

**WHEREAS** the notice of motion of the present by-law has been duly given during a regular council meeting held on April 4, 2014;

**CONSEQUENTLY**, it is

Moved by:

Seconded by:

**AND RESOLVED THAT** this council decrees and gives a ruling on the following:

### **“BY-LAW No. 04-14 WHICH DECREES A LOAN AND EXPENSE FOR THE PURCHASE OF ONE GRADER FOR THE MUNICIPALITY OF PONTIAC”**

**ARTICLE 1 :** Council is authorized to purchase one (1) grader for the municipality of Pontiac.

**ARTICLE 2 :** Council is authorized to spend a sum not exceeding \$249, 000.00, including net taxes, for the purpose of the present by-law, this sum includes the expenses, provincial taxes and contingencies.

**ARTICLE 3 :** Council is hereby authorized to borrow a sum not exceeding \$249, 000.00 including net taxes, on a 10-year period for the purpose of paying the foreseen expenses by the present by-law.

**ARTICLE 4 :** To provide for committed expenses for interests and the reimbursement of the capital of annual payments, it is required and each year, during the term of the loan on all the taxable real properties, a special tax at a sufficient rate according to the value of each taxable real property in the municipality will be deducted, as it appears on the municipality’s current assessment role.

**ARTICLE 5 :** If the amount of an authorized appropriation by the present by-law is higher the amount spent in relation to this approval, the council is authorized to use the excess to pay any other expense decreed by the present by-law and to which the appropriation would prove to be insufficient.

**ARTICLE 6:** The present by-law will come into force in accordance with the law.

**14-04-1899**

**SUPPORT PROGRAM FOR MUNICIPAL FAMILY POLICIES**

WHEREAS the Ministry of families is offering a financial support to the MRC's so they can assume a coordination role with the local municipalities for the creation of municipal family policies;

WHEREAS that at the MRC Des-Collines-de-l'Outaouais Mayor's meeting of March 20, 2014, it was agreed upon to verify and mention the interest of the local municipalities in order to participate in a collective approach;

WHEREAS April 17 is the deadline to file a request to the Ministry of family;

WHEREAS the creation of a family policy would allow the municipality to better identify the priorities in this area, specifically concerning the need of the population;

WHEREAS the Municipality has recently started its participation to the MADA program (*Municipalité Amie Des Aînés*) led by the MRC Des-Collines-de-l'Outaouais and there is numerous benefits to link the MADA program with the creation of a family policy;

CONSEQUENTLY, it is

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

AND RESOLVED to show the interest of the Municipality of Pontiac to participate in the support program for municipal family policy by a collective approach with the MRC des Collines-de-l'Outaouais and the participating municipalities.

Carried

#### **14-04-1900**

#### **REPAIRS TO THE TRUCK # 118**

It is

Moved by: Brian Middlemiss  
Seconded by: Thomas Howard

AND RESOLVED THAT the Municipality pays the maximum amount of \$ 2, 400.00 to Gordon's Mobile for the repair of truck # 118, as described in the estimate of Mr. Gordon, dated March 31, 2014.

Carried

#### **14-04-1901**

#### **EXTERNAL AUDIT**

WHEREAS the 2013 Audit Report presented by the external auditor to the Council March 28, 2014;

WHEREAS the Municipality of Pontiac ended the 2013 year with an operating deficit for tax purposes of \$128, 292.00, thereby bringing the unaffected surplus balance to -\$11, 290.00;

WHEREAS the auditor's recommendation annexed to the 2013 Audit Report by the external auditor;

WHEREAS in the recommendations, are underlined some aspects that need to be reviewed regarding the functioning of our organization;

WHEREAS these items are being served as a recurring report, for a second year and which are resolved;

WHEREAS these items seems to be related to errors, omissions or oversights and have the effect of depriving the Municipality of certain sums of money that are not charged and/or not perceived;

WHEREAS the Council has a duty to ensure efficient functioning of all aspects of the Municipality;

WHEREAS the committee of finance and administration recommendation to verify further;

It is

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

AND RESOLVED THAT the mandate of the licensed professional accounting firm CPA J. Ethier Inc., to do a further internal audit on the tasks and the departments of municipal administration in order to ensure the proper functioning and see if there are abnormalities in the operations and other aspects of the following:

1. The Urban Planning Department in order to ensure that the revenue for which the Municipality would be entitled are received;
2. An analysis of wages (holidays, overtime, contract compliance, etc.) of various departments of the Municipality;
3. Analysis of contracts, to ensure compliance with the standards of award for the years 2010, 2011, 2012 and 2013;

IT IS ALSO RESOLVED THAT following the verification, an internal audit report be produced with recommendations and that said report be presented exclusively to the Mayor and the Councillors of the Municipality of Pontiac;

FURTHERMORE, IT IS RESOLVED to allocate the money necessary for audit purposes in the amount of \$19, 500.00 plus taxes;

FINALLY, IT IS RESOLVED THAT the necessary monies are to be taken from the working capital, which will be repaid in full in December 2014 if the funds are available from the unaffected surplus, otherwise to be repaid in full from the budget of 2015.

Carried

#### **14-04-1902**

#### **LETTER OF CONGRATULATIONS TO MR. ANDRÉ FORTIN**

It is

Moved by: Brian Middlemiss  
Seconded by: Inès Pontiroli

AND RESOLVED THAT the Municipality sends a letter of congratulations to Mr. André Fortin for his victory at the Provincial elections.

Carried

#### **14-04-1903**

#### **CLEANING OF THE DITCHES BY THE MTQ – ROUTE 148**

WHEREAS the lack of maintenance of the ditches on the North and the South sides of route 148 between Kennedy and Cochrane roads;

WHEREAS the question of security at the corner of the municipal roads and when exiting a driveway;

WHEREAS the MTQ has mentioned during the meeting of December 13, 2013, that this work would be done after the brush would be cut along Lac-des-Loups road;

It is

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

AND RESOLVED THAT the Municipality asks the MTQ to priorities cutting the brush along route 148 between Kennedy and Cochrane roads and, if needed, to do it before they cut the brush along Lac-des-Loups road.

Carried

**14-04-1904**

**INSTALLATION OF A GASOLINE TANK – MUNICIPAL VEHICLES FLEET**

WHEREAS the absence of service-station in Pontiac, in the center area of the municipality, for the supply of gasoline for part of the municipal vehicle fleet;

WHEREAS the time it takes and the related costs for supplying part of our vehicles fleet when we need to go towards the West end of the municipality;

WHEREAS the costs for getting supply from a tank located in the garage of the municipality is less than  
\$25, 000.00 per year;

WHEREAS THAT even with the cost of the insurance rider, it is more cost effective to get supply from a tank located in the garage of the municipality for part of our fleet;

It is

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

AND RESOLVED THAT the Municipality authorizes the Director of Public Works to have a tank installed at 2024 route 148, for the supply in gasoline for part of our fleet;

IT IS ALSO RESOLVED THAT the company Pétro-Pontiac will install the tank at its own expense and will supply the gasoline for the Municipality for part of our fleet, in accordance with laws and by-laws in force;

FURTHERMORE, IT IS RESOLVED THAT the Municipality and the company Pétro-Pontiac will ratify a formal memorandum of agreement or contract before the installation of the tank and the supply in gasoline.

FINALLY, IT IS RESOLVED THAT the Assistant Director General will edict, in writing, a policy for the management and the control for the distribution of the gasoline intended for the municipal vehicles. He will ensure that the Director of Public Works monitors it and that a consumption register be kept up to date. Furthermore, they must ensure that said policy and register be communicated, explained and understood by all the municipal employees that will have to use these installations. This management and control policy will be applicable to the two type of fuel used, that is the gasoline and the diesel.

Carried

**14-04-1905**

**GEOTECHNICAL STUDY**

WHEREAS the Municipality of Pontiac is planning to repair part of de la Montagne road between Crégheur and Townline roads;

WHEREAS it is necessary to find out the base condition of this road in order to plan the work that must be done;

It is

Moved by: Brian Middlemiss  
Seconded by: Inès Pontiroli

AND RESOLVED THAT the Assistant Director General be authorized to prepare a call for tenders and obtain tenders for a geotechnical study to be done on part of de la Montagne road, between Crégheur and Townline roads.

Carried

**14-04-1906**

**GRADING OF THE ROADS IN THE NORTH SECTOR OF THE MUNICIPALITY**

WHEREAS the related costs when sending our grader to do the maintenance of Lac Beauclair, Joannis, Lac La Pêche, Gauvin, Pellerin roads and the crossing of Lac La Pêche road, all for a total length of approximately 9.8 km;

WHEREAS the prices negotiated with the Municipality of La Pêche;

WHEREAS the offer received from Vaillant Nivelage;

It is

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

AND RESOLVED THAT the Municipality awards the contract for the grading of Lac Beauclair, Joannis, Lac La Pêche, Gauvin, Pellerin roads and the crossing of Lac La Pêche road for 2014, to Vaillant Nivelage, at the cost of \$9,460.00 plus taxes.

FURTHERMORE, IT IS RESOLVED THAT an agreement will have to be prepared and signed by both parties.

IT IS ALSO RESOLVED THAT the Council authorises the Mayor and the Assistant Director General to sign the necessary documents.

Carried

**14-04-1907**

**ROAD CONDITION – EGAN ROAD**

WHEREAS a significant subsidence has appeared in front of 49 Egan;

WHEREAS the maintenance of this road is under the responsibility of the MTQ;

It is

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

AND RESOLVED THAT the Municipality asks the MTQ to carry out the necessary work in order to resolve the subsidence problem in the asphalt in front of 49 Egan.

Carried

**14-04-1908**

**DITCHES – PART OF ROUTE 148 BETWEEN DE LA MONTAGNE AND CRÉGHEUR ROADS**

WHEREAS the problems of water flow on route 148 in the area located between de la Montagne and Crégheur roads;

It is

Moved by: Thomas Howard  
Seconded by: Brian Middlemiss

AND RESOLVED THAT the Municipality asks the MTQ to dig the ditches, where necessary, on the North and South part of route 148 between de la Montagne and Crégheur roads.

Carried

**14-04-1909**

**MAINTENANCE OF LAC-DES-LOUPS ROAD**

WHEREAS during the meeting of December 13, 2013 with the MTQ, it was requested that a special attention be brought to the maintenance of Lac-des-Loups road;

It is

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

AND RESOLVED THAT the Municipality reiterates its request to the MTQ to bring special attention to the maintenance of Lac-des-Loups road, more specifically regarding the drainage, the maintenance of the ditches, the grading, the culverts and the paving of the road.

Carried

**14-04-1910**

**ESTIMATE – SPECIFICATIONS FOR GRADER**

It is

Moved by : Thomas Howard  
Seconded by : Brian Middlemiss

AND RESOLVED THAT the Municipality asks the Director of Public Works to prepare an estimate with specifications for a call for tenders for the purchase of a John Deere grader model # 770G/GP, to be tabled at a subsequent council meeting.

Carried

**14-04-1911**

**MAINTENANCE OF GREEN SPACES**

WHEREAS the deadline for the reception of documents regarding the call for tenders for the maintenance of green spaces was April 7, 2014 at 2:00 p.m.;

WHEREAS THAT following the opening of the tenders, it was determined that the lowest bid was deem compliant;

It is

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

AND RESOLVED THAT the Municipality awards the contract for the maintenance of green spaces to the company 8110123 Canada Inc., (Marc Kingsbury), for the amount of \$ 56, 734.63 for 3 years.

Carried

**A 10 minute break is requested, from 8:42 p.m. until 8:52 p.m.**

**14-04-1912**

**CALL FOR TENDERS - ACTION PLAN FOR THE INVERTED CONNECTIONS**

WHEREAS the MAMROT is asking for an action plan for the elimination of the inverted connections before tabling and receiving any grants in relation with addressing this situation;

It is

Moved by: R. Denis Dubé  
Seconded by: Thomas Howard

AND RESOLVED THAT the Municipality authorizes the Assistant Director General to proceed with tenders with at least two (2) specialized firms for the preparation of an action plan for the elimination of the inverted connections in accordance with the requests of the MAMROT.

Carried

**Tabling of documents – « Résumé du projet H2O des Collines 2013 »**

**14-04-1913**

**CALL FOR TENDERS - UPDATE REGARDING THE CONTINGENCY PLAN – DRINKING WATER LINE – VILLAGE OF QUYON**

It is

Moved by: R. Denis Dubé  
Seconded by: Thomas Howard

AND RESOLVED THAT the Municipality authorizes the Assistant Director General to proceed with tenders with at least two (2) specialized firms, for the update regarding the contingency plan for the renewal of the drinking water line, sewers and roads for the Village of Quyon.

Carried

**NOTICE OF MOTION**

I, the undersigned, **R. Denis Dubé**, Councillor of the electoral district number **2**, in the Municipality of Pontiac, give notice that I intend to present at a subsequent meeting, a draft amendment to the by-law number 08-08 pertaining to the taxation and levy of taxes for the extension or connection to the water and sewer network in order to withdraw articles 9, 10 and 11 and to table a draft municipal by-law to establish the standards and regulate the use of drinking water coming from the municipal drinking water distribution network, in order to preserve the quality and resource and allow the watering of horticultural production activities.

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**14-04-1914**

**CALL FOR TENDERS - CONTRACT FOR THE COLLECTION AND TRANSPORTATION OF GARBAGES AND RECYCLABLES**

WHEREAS the end of the contract for the collection and transportation of garbages and recyclables on May 31, 2014;

WHEREAS it is necessary to prepare and publish a call for tenders with that respect;

It is

Moved by: Brian Middlemiss  
Seconded by: Inès Pontiroli

AND RESOLVED THAT the Assistant Director General be authorized to prepare and publish a call for tenders for the contract for the collection and transportation of garbages and recyclables. The call for tenders' document will have to be submitted to the elected members for comments, if needed, before its publication on the SEAO site.

Carried

**14-04-1915**

**APPOINTMENT FOR THE MANAGEMENT COMMITTEE – CHATS FALLS PARK**

WHEREAS the advanced state of the Chats Falls Park project;

WHEREAS, for efficiency purposes, the Municipality should appoints two (2) representatives for the project's management committee;

It is

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

AND RESOLVED THAT the Municipality appoints Mr. Thomas Howard and Mr. Benedikt Kuhn as representatives for the Chats Falls project's committee. The committee will be reporting to the Council if needed.

Carried

**14-04-1916**

**INVOICING – PARKS AND PLAYGROUNDS FUNDS**

WHEREAS invoicing for the parks and playgrounds funds was not done within existing standards;

WHEREAS in order to ensure fairness, all the amounts that were billed since 2011 should be given back to the ratepayers or cancelled from the accounts receivable in the Municipality's books;

It is

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

AND RESOLVED THAT the Municipality cancels all invoices from 2011, 2012 and 2013 related to parks and playgrounds funds (4%) and that the amounts already paid be given back to the ratepayers without delay. The amounts receivable will have to be cancelled from our books, all for a total of \$41, 229.58, to be taken from the parks and playgrounds funds.

Carried

**14-04-1917**

**REQUEST TO THE C.P.T.A.Q. – 1854 MONTAGNE ROAD – 2 750 617**

WHEREAS the request is for the acquisition of a part of the lot, approximately 3 acres, and the construction of a single-family dwelling along with a garage and a pool;

WHEREAS this location is close to the barn that was built in 2011;

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

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

CONSEQUENTLY, it is

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

AND RESOLVED THAT this Council supports the applicant's request for the acquisition of part of the lot, approximately 3 acres, and the construction of a single-family dwelling along with a garage and a pool.

Carried

**14-04-1918**

**MINOR EXEMPTION – 87 DE LA RIVIÈRE ROAD – 2 683 424**

WHEREAS it is impossible to build the planned structure anywhere else on the lot because of the restrictions and existing constraints such as protected riparian edge which completely blocks the back part of the lot;



WHEREAS the West side margin of 5.38 meters is too restricted and trees of substantial size are found there;

WHEREAS on the West side, it would be necessary to review the inside of the house entirely because there is no access to the property on that side ;

WHEREAS the front part of the lot is completely monopolized by the septic installation;

WHEREAS the members of the PAC recommend that Council refuse the applicant's minor exemption as presented;

WHEREAS the members of the PAC recommend that Council agrees to the side margin being reduced to a minimum of 4 metres;

WHEREAS the members of the PAC recommend that Council agrees to the front margin being reduced to 7.8 metres;

WHEREAS the members of the PAC recommend that Council agrees to the construction of a single car garage in order to reduce the total area to 15 % of the property;

WHEREAS the Council members obtained additional information that the PAC members did not receive;

It is

Moved by            Brian Middlemiss  
Seconded by        Inès Pontiroli

AND RESOLVED THAT this Council supports the applicant's request for a minor exemption for the construction of a double car garage attached to the house and that the front margin will be at 7.8 meters, that the side margin will be at 1.5 metres and that the total area will be 18 % of the property.

The vote is requested:

<u>For</u> :	Inès Pontiroli	<u>Against</u> :	R. Denis Dubé
	Brian Middlemiss		Thomas Howard
			Nancy-Draper-Maxsom

Rejected

Councillor Nancy Draper-Maxsom vote against the resolution following the PAC's recommendation to refuse the request as tabled.

#### **14-04-1919**

#### **REQUEST TO THE C.P.T.A.Q. – 511 CRÉGHEUR ROAD – 2 683 747 AND 2 872 205**

WHEREAS the request is for the construction of a residence including a parental suite on the location of the ancestral house at the farm in the hopes of establishing a vineyard on this farm;

WHEREAS this is the most adequate emplacement for the applicants since they have already planted 11,000 vines between 2006 and 2013 and the first harvest in 2013 allowed selling 2,800 pounds of grapes to 2 vineyards in the Outaouais Region;

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

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

CONSEQUENTLY, it is

Moved by:            Brian Middlemiss  
Seconded by:        Inès Pontiroli

AND RESOLVED THAT this Council supports the applicant's request for the construction of a multi-generational residence on the location of the ancestral farm house in order to expend, pursue and develop wine culture.

Carried

**14-04-1920**

**ACCESS TO THE HOUSING DEVELOPMENT PROJECT OF QUYON**

WHEREAS a new district of more or less 340 housing units is in the planning stage by private developers on the lot P-232 in the Village of Quyon, located at 5001 Route 148;

WHEREAS according to the resolution no. 12-10-1313 adopted by the municipal Council on October 23, 2012, this new district should include a commercial area;

WHEREAS the marketing function is fundamental to the economic and the social development of Quyon and its surroundings, there is little land properly positioned for this type of use and there is a critical shortage of local shops and services in the sector;

WHEREAS the viability of this commercial sector depends on the optimal access to Highway 148 and the municipal Council considers that a new intersection at Highway 148 is necessary to provide access to the new neighbourhood and particularly to its commercial sector;

WHEREAS the creation of a new intersection at Highway 148 must be authorized by the Ministry of Transport of Quebec;

It is

Moved by: Nancy Draper-Maxsom

Seconded by: R. Denis Dubé

AND RESOLVED THAT the Municipality is committed to supporting private developers in their efforts to obtain authorization from the Ministry of Transport of Quebec for the construction of an intersection providing access to the new neighbourhood and particularly to its commercial sector;

IT IS FURTHER RESOLVED THAT to demonstrate its support, the Municipality will make representations to the Ministry of Transport of Quebec and will diligently keep the private developers informed of its efforts;

IT IS FINALLY RESOLVED THAT to avoid unduly prolonging the process of municipal approval for the proposed residential development of Quyon, the Municipality will further discuss the question of access to Highway 148 at the regular Council meeting scheduled on October 14, 2014 unless an event occurs beyond its control.

Carried

**14-04-1921**

**BY-LAW NO. 24-13 AMENDING THE BY-LAW REGARDING THE ADMINISTRATION AND INTERPRETATION OF URBAN BY-LAWS NO. 176-01 TO INCLUDE THE DEFINITION OF NATURAL HIGH WATER LINE**

**(See annex)**

Moved by: R. Denis Dubé

Seconded by: Inès Pontiroli

Carried

**14-04-1922**

**BY-LAW NO. 25-13 TO MODIFY THE ZONING BY-LAW NO. 177-01 IN ORDER TO INCLUDE NEW STANDARDS APPLICABLE TO THE PROTECTION OF THE RIVERBANKS, SHORES AND FLOODPLAINS**

**(See annex)**

Moved by: Inès Pontiroli  
Seconded by: Brian Middlemiss

Carried

**14-04-1923**

**BY-LAW NO. 26-13 TO MODIFY THE ZONING BY-LAW NO. 177-01 IN ORDER TO INCLUDE NEW STANDARDS APPLICABLE TO THE ZONES EXPOSED TO LANDSLIDES**

**(See annex)**

Moved by: Brian Middlemiss  
Seconded by: Inès Pontiroli

Carried

**14-04-1924**

**BY-LAW NO. 27-13 TO MODIFY THE SUBDIVISION BY-LAW NO. 178-01 IN ORDER TO INCLUDE NEW STANDARDS APPLICABLE TO THE ZONES EXPOSED TO LANDSLIDES**

**(See annex)**

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

Carried

**14-04-1925**

**BY-LAW NO.28-13 TO AMEND THE SUBDIVISION BY-LAW NO.178-01 RELATING TO LAND TRANSFERS, TO BE USED FOR PARKS, PLAY GROUNDS AND NATURAL AREAS, APPLICABLE WHEN A SUBDIVISION PERMIT IS ISSUED**

**(See annex)**

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

Carried

**14-04-1926**

**SUPPORT FOR THE ACKNOWLEDGMENT OF THE CANADIAN HORSE**

It is

Moved by: Inès Pontiroli  
Seconded by: Brian Middlemiss

AND RESOLVED THAT the Municipality sends a letter of support to the *Association québécoise du cheval canadien* in recognition of the importance of this breed in our Municipality.

Carried

**QUESTION PERIOD FROM THE PUBLIC**

- |                      |  |
|----------------------|--|
| Madeleine Carpentier | - Urban Planning by-laws- Date of notice of motion   |
| David Birt           | - Short term investment (Item 5.10)<br>- Item 5.17 and 5.18 – Grader<br>- Amount of the loan |
| Kim Farr             | - Item 5.7<br>- Item 8.5 – Amounts<br>- Item 9.2 – Requests explanations                     |

- Item 9.6
- Meeting regarding Quyon Community Center

Madeleine Carpentier

- Gasoline (temporary)
- Green spaces
- Minutes of the meeting – April 1<sup>st</sup>

James Eggleton

- Communication transparency
- Request explanation regarding items 9.7 and 9.8
- Community Center
- Ward meeting

Joan Belsher

- External audit

Ricky Knox

- Garbage contract – Costs analysis
- Purchasing a grader vs. renting

**14-04-1927**

**CLOSING OF THE MEETING**

It is

Moved by: Brian Middlemiss  
Seconded by: Thomas Howard

AND RESOLVED to close the meeting at 10:05 p.m. having gone through the agenda.

Carried

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MAYOR

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ASSISTANT 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».*