

**PROVINCE OF QUEBEC  
MUNICIPALITY OF PONTIAC**

MINUTES of the regular municipal council meeting held on Tuesday, April 14, 2015 at 7:30 p.m. at the Luskville Community Center, situated at 2024 route 148, Pontiac. Those who were present:

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

Excused absence: Inès Pontiroli, councillor.

Also present: Benedikt Kuhn, Acting Director General, Dominic Labrie, Head of Service – Communications and Assistant to the Directorate General, Mrs. Ginette Chevrier-Bottrill, as well as several ratepayers.

The meeting began at 7:30 p.m.

**FLOOR TO THE PUBLIC AND QUESTION PERIOD**

- |                |  |
|----------------|--|
| Wayne Harris   | - Would like to know what the status and the cost of the work done so far on Braun road  |
| James Eggleton | - Asks what percentage of the "tolerance roads" is paved compared to those that have a gravel surface<br>- Asks for a breakdown of the costs |
| Diane Lacasse  | - Play structures in our municipal parks compared to elsewhere<br>- Question pertaining to the engineer position                             |

**15-04-2335**

**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 10, 2015 and of the special meetings held on March 3 and 17, 2015
- 5. Administration**
  - 5.1 Budgetary transfers
  - 5.2 List of invoices to pay
  - 5.3 List of fixed expenses
  - 5.4 List of incurred expenses for the month of April
  - 5.5 Adoption of by-law 03-15 decreeing a loan to provide for the costs of refinancing the borrowing by-law no. 03-03 "By-law which decrees a loan and expense of \$3,376,522.00 for the construction of the wastewater treatment system for the village of Quyon"
  - 5.6 Presence tokens for the Planning Advisory Committee (PAC) members
  - 5.7 Compensation for the PAC's secretary
  - 5.8 Tabling of the financial statements
  - 5.9 Kelly Fund
  - 5.10 Office layouts for the Town Hall
- 6. Public security**
  - 6.1 Hiring of a new volunteer firefighter
  - 6.2 Fire drills - Pontiac Municipal Housing Office
- 7. Public works**
  - 7.1 First edition of the Great Cleanup of the Municipality of Pontiac
- 8. Public hygiene**
- 9. Urban renewal and zoning**
  - 9.1 Land transfer – Quyon Ensemble Inc.
  - 9.2 Appointment of officers for the Planning Advisory Committee (PAC)
- 10. Recreation and culture**
- 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 March 2015

**14. Public question period**

**15. Closing of meeting**

It is

Moved by: Dr. Jean Amyotte

Seconded by: R. Denis Dubé

AND RESOLVED to adopt the agenda as prepared and read.

Carried

**15-04-2336**

**ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD ON MARCH 10, 2015 AND OF THOSE OF THE SPECIAL MEETINGS OF MARCH 3 AND 17, 2015**

It is

Moved by: R. Denis Dubé

Seconded by: Dr. Jean Amyotte

AND RESOLVED TO adopt the minutes of the regular meeting held on March 10, 2015 and those of the special meetings of March 3 and 17, 2015.

Carried

**15-04-2337**

**BUDGETARY TRANSFERS (APRIL 2015)**

It is

Moved by Brian Middlemiss

Seconded by Nancy Draper-Maxsom

AND RESOLVED THAT the municipality carry out the budgetary transfers as described on the attached list in the amount of \$ **30,522.00**

Carried

**15-04-2338**

**LIST OF INVOICES TO PAY**

It is

Moved by: R. Denis Dubé

Seconded by: Dr. Jean Amyotte

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to \$**11,717.14** (see appendix) for the period ending **March 31, 2015** and to debit budget posts related to the expenses mentioned on said list.

Carried

**15-04-2339**

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

It is

Moved by: Nancy Draper-Maxsom

Seconded by: Brian Middlemiss

AND RESOLVED THAT this Council approves the list of disbursements and withdrawals done from February 25, 2015 to March 30, 2015, all for a total amount of \$ **372,521.45** (see appendix).

**15-04-2340**

**LIST OF INCURRED EXPENSES FOR THE MONTH OF APRIL 2015**

It is

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

AND UNANIMOUSLY RESOLVED to accept the incurring expenses that appear in appendix A, for a total amount of \$ **30,368.51** taxes included.

Carried

**15-04-2341**

**ADOPTION OF BY-LAW 03-15**

**BY-LAW 03-15 DECREERING A LOAN TO PROVIDE FOR THE COSTS OF REFINANCING THE BORROWING BY-LAW NO. 03-03 “BY-LAW WHICH DECREES A LOAN AND EXPENSE OF \$3,376,522.00 FOR THE CONSTRUCTION OF THE WASTEWATER TREATMENT SYSTEM FOR THE VILLAGE OF QUYON”**

WHEREAS on the loan decreed through by-law 03-03, an unamortized balance of \$ 1, 828, 000.00 will be renewable on July 20, 2015, by means of a new loan, for the remainder of the authorized term;

WHEREAS the cost of sale, related to the issuance of the amount mentioned in the preamble herein are estimated at \$ 36, 560. 00;

WHEREAS the Municipality of Pontiac can borrow this amount through a by-law which is only subject to approval by the *Ministère des Affaires Municipales et de l’Occupation du Territoire* (Minister of Municipal Affairs and Land Occupancy), in compliance with the Act respecting Municipal debts and loans;

WHEREAS a notice of motion of the present by-law has been duly given at a regular Council meeting held on March 10, 2015;

It is

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

**AND RESOLVED THAT THE PRESENT BY-LAW NO. 03-15 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 and reflects the intentions overseeing its adoption.

**ARTICLE 2** **AUTHORIZED EXPENDITURES**

2.1 The Council is authorized to spend an amount of \$ 36, 560.00 for the purpose of this by-law and to borrow an amount of \$ 36, 560.00 over a five-year period.

**ARTICLE 3** **REPAYMENT OF THE INTERESTS AND OF THE CAPITAL**

3.1 To provide for the expenditures incurred in relation with the interests and the repayment of the capital on the annual due date of the loan, it is hereby imposed and will be levied annually during the term of the loan, on all taxable properties mentioned in the articles regarding taxation in by-law 03-03, proportionally with the refinanced amount of this by-law in relation with the (total) refinanced amount.

**ARTICLE 4** **COMING INTO EFFECT**

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

Carried

**15-04-2342**

**PRESENCE TOKENS FOR THE PLANNING ADVISORY COMMITTEE (PAC) MEMBERS**

WHEREAS section 18 of by-law 03-13, the municipal Council can establish a compensation for the Committee members of the PAC who are not members of the Municipal Council;

It is

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

AND RESOLVED that the compensation of the PAC members be as follows:

- President = \$100.00 by meeting (if this position is filled by a municipal Councillor, it is not compensated)
- Member = \$50.00 by meeting (if this position is filled by a municipal Councillor, it is not compensated)

FURTHERMORE, IT IS RESOLVED that this remuneration be paid on a quarterly basis.

FINALLY, IT IS RESOLVED that this resolution abrogates the resolution #08-06-213.

Carried

**15-04-2343**

**COMPENSATION FOR THE PLANNING ADVISORY COMMITTEE'A (PAC) SECRETARY**

WHEREAS section 11 of by-law 03-13, the secretary is not a member of the PAC;

WHEREAS the secretary must be present at the Committee's meetings;

It is

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

AND RESOLVED that the compensation for the PAC's secretary be established at \$75.00 per meeting .

FURTHERMORE, IT IS RESOLVED that this compensation be paid on a quarterly basis.

Carried

**The Acting Director General tables the financial statements reviewed by the auditor.**

**15-04-2344**

**KELLY FUND**

WHEREAS the balance of the Kelly fund is of \$488.38;

WHEREAS a greater amount was spent for the 3 wall mounted cases, in order to secure the defibrillators, and has been paid through the General fund;

It is

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

AND RESOLVED that the balance of the Kelly fund be transferred to the General fund and to close the bank account (ES6) of the Kelly fund.

Carried

**15-04-2345**

**OFFICE LAYOUTS FOR THE TOWN HALL**

WHEREAS it is necessary to install several work stations within a same room at the Town Hall;

WHEREAS the citizens of the Municipality have the right to have their files handled confidentially;

It is

Moved by : Thomas Howard

Seconded by : R. Denis Dubé

AND RESOLVED that the Municipal Council authorizes the Acting Director General to proceed with the purchase and installation of work space dividers, all for a maximum total amount of \$2,500.00.

Carried

**15-04-2346**

**HIRING OF A NEW VOLUNTEER FIREFIGHTER**

WHEREAS Mrs. Josée Gravelle's qualification as a firefighter;

WHEREAS the recommendation from the Director of the Fire Department;

WHEREAS the need for volunteer firefighters;

It is

Moved by : Brian Middlemiss

Seconded by : Thomas Howard

AND RESOLVED to hire Mrs. Josée Gravelle as a volunteer firefighter.

Carried

**15-04-2347**

**FIRE DRILLS - PONTIAC MUNICIPAL HOUSING OFFICE**

WHEREAS fire drills allow to improve the residents' preparation to evacuate in case of emergency;

WHEREAS the evacuation plan in case of fire, at the Pontiac Municipal Housing Office (OMH) must be re-evaluated on a regular basis;

It is

Moved by : R. Denis Dubé

Seconded by : Brian Middlemiss

AND RESOLVED that the Municipality's Fire Department fire prevention officer, in collaboration with the MRC's fire prevention officer, organizes a fire drill, including moving the resident of the OMH, as soon as possible.

Carried

**15-04-2348**

**FIRST EDITION OF THE GREAT CLEANUP OF THE MUNICIPALITY OF PONTIAC**

WHEREAS environmental protection is an important concern for the Municipality's residents;

WHEREAS the Municipal Council wishes to improve the state of the environment, especially by offering the citizens tools to take positive action;

It is

Moved by : Dr. Jean Amyotte

Seconded by : Thomas Howard

AND RESOLVED that the Municipality organizes a Great cleanup on May 16 and 17, 2015.

IT IS ALSO RESOLVED that the citizens and the organizations of the community be invited to participate to this activity.

FINALLY, IT IS RESOLVED that the Public Works Department be involved in order to facilitate garbage collection and disposal and that a notice be published to that effect.

Carried

**15-04-2349**

**LAND TRANSFER QUYON-ENSEMBLE INC.**

WHEREAS the Quyon-Ensemble Inc. group has offered to transfer a property to the Municipality;

WHEREAS the Municipality is interested in the property to be used, amongst other things, as a park;

It is

Moved by : Brian Middlemiss

Seconded by : R. Denis Dubé

AND RESOLVED to mandate the Municipality's Acting Director General to draw up a draft agreement for the land transfer.

Carried

**15-04-2350**

**APPOINTMENT OF OFFICERS FOR THE PLANNING ADVISORY COMMITTEE (PAC)**

WHEREAS under article 147 of the Act respecting land use planning and development, (L"R"Q", chapter A-19.1), the municipal officers sitting on the Planning Advisory Committee (PAC) must be appointed by a Council resolution;

It is

Moved by: Dr. Jean Amyotte

Seconded by: Thomas Howard

AND RESOLVED to appoint Anick Bigras as substitute officer of the Committee, and this under the same conditions already established.

Carried

**QUESTION PERIOD FROM THE PUBLIC**

(There were no questions).

**15-04-2351**

**CLOSING OF THE MEETING**

It is

Moved by: Nancy Draper-Maxsom

Seconded by: Dr. Jean Amyotte

AND RESOLVED to close the meeting at 8:22 p.m. having gone through the agenda.

Carried

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MAYOR

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ACTING 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 section 142 (2) of the Municipal Code».*