

**PROVINCE OF QUEBEC
MUNICIPALITY OF PONTIAC**

MINUTES of the regular municipal council meeting held on Tuesday, February 9, 2016 at 7:30 p.m. at the Luskville Community Centre, located at 2024 route 148, Pontiac. Those who were present:

Roger Larose, Mayor, Brian Middlemiss, Pro-Mayor and Councillors, Inès Pontiroli, Nancy Draper-Maxsom, Thomas Howard, Edward McCann and Dr. Jean Amyotte

Also present: Mr. Benedikt Kuhn, Director General and Dominic Labrie, Head of Division – Communications and Assistant to the General Directorate as well as a few ratepayers.

The meeting began at 7:30 p.m.

FLOOR TO THE PUBLIC AND QUESTION PERIOD

- James Eggleton
- Importance of consistency regarding location and schedule of meetings
 - Requests explanations regarding the boundary readjustment of electoral districts
 - Requests explanations regarding hiring a civil engineering student
 - Requests explanations regarding urban planning files on the agenda

16-02-2655

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 January 19, 2016 and of the special meeting of January 12, 2016
- 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 February
 - 5.5 Report regarding the delegation of authorized expenditures
 - 5.6 Appointment – Negotiation committee – Employees’ collective agreement
 - 5.7 Adherence to the MRC des Collines-de-l’Outaouais Municipal Court Agreement
 - 5.8 Granting of mandate for the division of the Municipality of Pontiac in electoral districts
 - 5.9 Occupational Health and Safety Committee
 - 5.10 Communications – repeater station for the northern sector of the Municipality
- 6. Public security**
 - 6.1 Creation of a Municipal civil security organization
 - 6.2 Adoption of the Municipal civil security plan
- 7. Public works**
 - 7.1 Hiring a civil engineering technician
- 8. Public hygiene**
- 9. Urban renewal and zoning**
 - 9.1 Request to transmit additional information to the CPTAQ file #410626 for the process to have authorization to use a property for other than agricultural purposes, supported by resolution #15-09-2506 adopted by Council in September, on lot 14B-3, Range 5 in the Onslow Township
 - 9.2 Transfer of the infringement file to RPGL law firm regarding the property at 1569 Route 148
 - 9.3 Transfer of the infringement file to RPGL law firm regarding the property at 2101 Beaudoin road
- 10. Recreation and culture**
 - 10.1 Purchase agreement for advertising space – 2016 Pontiac Travel Guide

- 10.2 Restoration of the Bocce Ball Club field
- 10.3 Day camp
- 10.4 Agreement between the Municipality and Groupe Action Jeunesse for the responsibility of providing access to the gymnasium at the Notre-Dame-de-la-Joie School
- 10.5 Service hours – Lusville library
- 11. Miscellaneous**
- 12. Various reports and correspondence**
 - 12.1 Tabling of various municipal reports:
 - a) animals
 - b) Tabling of minutes of the Agricultural Committee (3)
- 13. Tabling of the registre of correspondence**
 - 13.1 Register of the correspondence received in January 2016
- 14. Public question period**
- 15. Closing of meeting**

It is

Moved by:

Seconded by:

AND RESOLVED to adopt the agenda as read.

AMENDMENT

ADOPTION OF THE AGENDA

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 - 5.9 Occupational Health and Safety Committee
 - 5.10 Communications – repeater station for the northern sector of the Municipality
 - 5.11 Equipment sales
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It is

Moved by: Edward McCann
 Seconded by: Inès Pontiroli

AND RESOLVED to adopt the agenda as read.

The vote is requested :

For : Inès Pontiroli Edward McCann	Against : Nancy Draper-Maxsom Thomas Howard Brian Middlemiss Dr. Jean Amyotte
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Rejected

The amendment being rejected the vote is requested on the original resolution:

16-02-2656

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It is

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

AND RESOLVED to adopt the agenda as read.

Carried on a divided vote

Councillors Mrs. Inès Pontiroli and Mr. Edward McCann vote against the resolution.

16-02-2657

ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD ON JANUARY 19, 2016 AND OF THE SPECIAL MEETING OF JANUARY 12, 2016

It is

Moved by: Edward McCann
 Seconded by: Brian Middlemiss

AND RESOLVED TO adopt the minutes of the regular meeting held on January 19, 2016 and of the special meeting of January 12, 2016.

Carried

16-02-2658

BUDGETARY TRANSFERS (FEBRUARY 2016)

It is

Moved by: Brian Middlemiss
 Seconded by: Thomas Howard

AND RESOLVED THAT the municipality carry out the budgetary transfers as described on the attached list in the amount of **\$72,760.00**.

Carried on a divided vote

Councillors Dr. Jean Amyotte and Mrs. Inès Pontiroli vote against the resolution

16-02-2659

LIST OF INVOICES TO PAY

It is

Moved by: Thomas Howard
Seconded by: Nancy Draper-Maxsom

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to **\$70,349.11** (see appendix) for the period ending on January 31, 2016 and to debit budget allocations related to the expenses mentioned on the said list.

Carried on a divided vote

Councillors Dr. Jean Amyotte and Mrs. Inès Pontiroli vote against the resolution.
Councillor Mrs. Inès Pontiroli considers that information is missing on some of the invoices.

16-02-2660

LIST OF FIXED AND PRE-APPROVED EXPENSES

It is

Moved by: Inès Pontiroli
Seconded by: Thomas Howard

AND RESOLVED THAT this Council approves the list of disbursements and withdrawals done from January 8 to January 27, 2016, all for a total amount of **\$ 403,690.94** (see appendix).

Carried

16-02-2661

LIST OF INCURRED EXPENSES FOR THE MONTH OF FEBRUARY 2016

It is

Moved by: Dr. Jean Amyotte
Seconded by: Thomas Howard

AND RESOLVED to accept the incurring expenses that appear in appendix A (see file 102-102), for a total amount of **\$ 12,002.90** taxes included.

Carried on a divided vote

Councillor Mr. Edward McCann votes against the resolution.

Tabling of the report regarding the delegation of authorized expenditures from January 7, 2016 to January 27, 2016.

16-02-2662

APPOINTMENT – NEGOTIATION COMMITTEE – EMPLOYEES' COLLECTIVE AGREEMENT

WHEREAS the collective agreement with the union ended on December 31, 2014;

It is

Moved by: Brian Middlemiss
Seconded by: Thomas Howard

AND RESOLVED THAT this Council appoints Mrs. Nancy Draper-Maxsom and Mr. Brian Middlemiss, Mr. Roger Larose as well as the Director General and the Director of the Finance and Human resources Department, to sit on the negotiation Committee for the collective agreement of the white and blue-collar employees of the Municipality of Pontiac.

Carried on a divided vote

Councillors Dr. Jean Amyotte and Mrs. Inès Pontiroli vote against the resolution.

16-02-2663

ADHERENCE TO THE MRC DES COLLINES-DE-L'OUTAOUAIS MUNICIPAL COURT AGREEMENT

WHEREAS the Regional County Municipality of des Collines-de-l'Outaouais and the municipalities of Cantley, Chelsea, L'Ange-Gardien, La Pêche, Notre-Dame-de-la-Salette, Pontiac and Val-des-Monts have established a joint municipal Court with the signature of an agreement to delegate the competence to the Regional County Municipality of des Collines-de-l'Outaouais to create a joint municipal Court and establish the said Court;

WHEREAS this agreement has been approved by a government decree bearing number 1379-97 and dated October 22, 1997;

WHEREAS according to section 9.1 of this agreement, any municipality wishing to become part of this agreement must obtain the unanimous consent of the municipalities that are already part of the agreement and must accept the terms of the adherence which may be concluded between the municipalities in the form of an annex to this agreement;

WHEREAS the Regional County Municipality of de la Vallée-de-la-Gatineau and the municipalities of Aumond, Blue Sea, Bois-Franc, Bouchette, Cayamant, Délage, Denholm, Egan-Sud, Gracefield, Maniwaki, Messines, Montcerf-Lytton and Sainte-Thérèse de la Gatineau have expressed their intention to adopt a by-law for the adherence to this agreement and agree to the terms mentioned in the annex herein;

CONSEQUENTLY, it is

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

AND RESOLVED that this Council rules and decrees the following :

SECTION 1

THAT the Municipality of Pontiac agrees with the adherence to the joint municipal Court Agreement of the MRC des Collines-de-l'Outaouais, of the Regional County Municipality of de la Vallée-de-la-Gatineau and of the municipalities of Aumond, Blue Sea, Bois-Franc, Bouchette, Cayamant, Délage, Denholm, Egan-Sud, Gracefield, Maniwaki, Messines, Montcerf-Lytton and Sainte-Thérèse de la Gatineau, under the terms provided in Annex « A » entitled « Terms of adherence to the Agreement to delegate the competence to the Regional County Municipality of des Collines-de-l'Outaouais to create a joint municipal Court and establish the said Court»; the annex is attached herein and is an integral part of this resolution as if it were produced in its entirety.

Carried

16-02-2664

GRANTING OF MANDATE FOR THE DIVISION OF THE MUNICIPALITY OF PONTIAC IN ELECTORAL DISTRICTS

WHEREAS it is necessary to proceed with the division of the electoral districts, particularly in order to respect section 12 of the Act respecting elections and referendums in the municipalities specifying that the number of voters in a district may not exceed or be less than 25% of the number obtained by the division of the total number of voters of the municipality by the number of districts;

WHEREAS the municipal Council wishes that this exercise be carried out in a professional and non-partisan manner;

WHEREAS the company Innovision Inc. is offering to carry out the voter's geo-referencing, to submit various additional decision scenarios and to prepare a legal description based on the standards of the Chief Electoral Officer of Quebec for \$10,500.00 plus taxes;

It is

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

AND RESOLVED that the Municipality of Pontiac accepts Innovision Inc.'s proposal and that this expenditure be attributed to budget item 02 13000 411.

The vote is requested:

For :	Brian Middlemiss	Against :	Inès Pontiroli
	Nancy Draper-Maxsom		Dr. Jean Amyotte
	Thomas Howard		Edward McCann
	Roger Larose		

Carried on a divided vote

Councillors Dr. Jean Amyotte, Mrs. Inès Pontiroli and Mr. Edward McCann vote against the resolution because they consider that the procedure could have been done internally.

Councillor Mr. Edward McCann suggests making an application to maintain division before readjusting the boundaries of the electoral districts.

16-02-2665

OCCUPATIONAL HEALTH AND SAFETY COMMITTEE

WHEREAS a review of the composition of the Occupational health and safety committee is necessary;

WHEREAS it is the members of Local 106 of Teamsters Québec and the Pontiac Firefighters Association's responsibility to appoint employee representatives;

It is

Moved by: Thomas Howard
Seconded by: Nancy Draper-Maxsom

AND RESOLVED to appoint the Mayor; the Public Works Head of division; and the Director of the Fire Department, as the employer's representatives.

IT IS ALSO RESOLVED to appoint a representative from the white collar employees, one from the blue collar employees and one from the Pontiac Fire department's fire brigade, as per the labour associations designation.

Carried

16-02-2666

COMMUNICATIONS – REPEATER SYSTEM FOR THE NORTHERN SECTOR OF THE MUNICIPALITY

WHEREAS the Municipality installed a repeater system on the property of Mr. Ian MacKechnie in 2005 to improve radio communications;

WHEREAS the communication system is being used by the Public Works as well as the Fire Department;

WHEREAS an annual compensation in the amount of \$355.36 was paid to Mr. MacKechnie in 2015 for electricity and the use of the property;

WHEREAS the 10-year agreement expired in 2015;

CONSEQUENTLY, it is

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

AND RESOLVED THAT Council authorizes the Director General to renew the agreement for 5 years, under the same conditions of the 2015 agreement, subject to an annual indexation according to the CPI (Consumer price indexing).

Carried

16-02-2667

CREATION OF A MUNICIPAL CIVIL SECURITY ORGANIZATION

WHEREAS the Quebec municipalities are vulnerable and faced with natural or anthropogenic hazards;

WHEREAS municipal Council recognizes that the municipality could be victim of a disaster at any time;

WHEREAS the municipal Council sees the importance of having the first phase of a municipal civil security plan to cover priority elements of emergency preparedness to deal with disasters in collaboration with the representatives of the civil Security Directorate-General and the Fire Safety of the Ministry of Public Security;

It is

Move by: Brian Middlemiss
Seconded by: Thomas Howard

AND RESOLVED that a municipal organization for civil security be created;

IT IS ALSO RESOLVED that the following individuals be appointed and informed by the municipal Council to occupy positions in the municipal civil security organization's various missions:

Municipal coordinator and spokesperson :	Benedikt Kuhn	Director General
Director of Operations – Fire department :	Michel Lemieux	Director of the Fire Dept.
Director of Operations – Public Works :	Michel Trudel	Head of Division - Public Works
Communication Coordinator :	Dominic Labrie	Head of Communications
Technical Advisor :	Alain Bourgeois	Director of infrastructures and Public works
Water treatment plant Operator :	Mike Proulx	Operator of the potable and waste water systems
Administrative Director :	Ginette Chevrier	Director of Finances and Human resources and Assistant Director General
Head of Technical services and Transport :	Marc Lavigne	Crew chief
Head of victims assistance :	Lucie St-Aubin	Communications officer
Head of supplies :	Louise Ramsay	Accounting clerk
Head of volunteers :	Laura Rendle-Hobbs	Taxation clerk

FURTHERMORE, IT IS RESOLVED that the Municipality's Director General is responsible for appointing a substitute in the event of an employee's departure.

FINALLY, IT IS RESOLVED that this resolution abrogates all previous appointments regarding the municipality's municipal civil security plan.

Carried

16-02-2668

ADOPTION OF THE MUNICIPAL CIVIL SECURITY PLAN

WHEREAS section 194 of the Civil Protection Act (L.R.Q., ch. S-2.3) provides that all municipalities need to ensure that procedures of alert and mobilization, as well as minimum

protection assistance for the safety of people and properties in the event of a disaster, are in place on its territory and are recorded in a civil security plan;

It is

Moved by: Inès Pontiroli
Seconded by: Dr. Jean Amyotte

AND RESOLVED that the Council adopts Phase 1 of the Municipality of Pontiac's civil security plan, dated January 1, 2016, as submitted.

IT IS FURTHER RESOLVED THAT the Director General of the Municipality is the planning coordinator for the municipal civil security plan and is responsible for proceeding with appointing substitutes within the municipal civil security organization, if needed, notably in the event of an employee's departure.

Carried

16-02-2669

HIRING A CIVIL ENGINEERING TECHNICIAN

WHEREAS it is necessary to complete an action plan for the water and sewer networks in order to be eligible for subsidies under the *Gas tax and Quebec contribution program* (TECQ);

WHEREAS it is necessary to carry out the preparation work for phase II of the rehabilitation of de la Montagne road, for the drainage plan and the inspection of certain municipal infrastructures;

WHEREAS Mr. Philippe Beaudoin has worked on these projects in the past;

It is

Moved by: Brian Middlemiss
Seconded by: Thomas Howard

AND RESOLVED THAT the municipal Council agrees with the Director of infrastructures and public works recommendations and authorizes the hiring of a civil engineering student on a temporary basis.

IT IS ALSO RESOLVED THAT Council authorizes the Director General to proceed with hiring Mr. Philippe Beaudoin by contract for a set duration of 250 hours at the rate of \$19/hour.

Carried on a divided vote

Councillors Mrs. Inès Pontiroli and Dr. Jean Amyotte vote against the resolution

16-02-2670

REQUEST TO TRANSMIT ADDITIONAL INFORMATION TO THE CPTAQ FILE #410626 FOR THE PROCESS TO HAVE AUTHORIZATION TO USE A PROPERTY FOR OTHER THAN AGRICULTURAL PURPOSES, SUPPORTED BY RESOLUTION #15-09-2506 ADOPTED BY COUNCIL IN SEPTEMBER, ON LOT 14B-3, RANGE 5 IN THE ONSLOW TOWNSHIP

WHEREAS the request submitted by the CPTAQ on December 7, 2015 to supply the information requested, pursuant to article 58.2 of the Law, which requires that the Municipality confirms if appropriate space for a usage other than agricultural is available within its territory;

WHEREAS the zoning allows for the residential use in certain areas which have not fully been developed;

WHEREAS the presence of lots within the Municipality of Pontiac's territory which could be used for residential housing are limited due to the extent of the agricultural zone, the Gatineau Park, wetland environments, riparian strips, flood plains, etc.;

WHEREAS, as mentioned in resolution #15-09-2506, the proposed usage will not restrict the possibility of farming practices on the lot in question or on neighbouring properties, that will it stop the land being used as an illegal dump, which will eliminate a source of contamination of water and soil, and this usage does not contravene to the zoning by-law 177-01;

WHEREAS there is a significant number of lots in the agricultural zone within the Municipality of Pontiac's territory that are not being fully used according to their agricultural potential;

It is

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

AND RESOLVED THAT Council confirms that on the municipal territory, there is a relatively small number of properties that can be used for new housing.

IT IS ALSO RESOLVED THAT Council reconfirms its support in this request, in order to allow the usage of lot 14B-3, Range 5, in the Onslow Township for other than agricultural purposes, that is for the above-mentioned reasons.

Carried

16-02-2671

TRANSFER OF THE INFRINGEMENT FILE TO RPGL LAW FIRM REGARDING THE PROPERTY AT 1569 ROUTE 148

WHEREAS the alleged facts constitute a breach to local zoning prescribed in by-law 177-01;

WHEREAS the Municipality has failed in its attempts to persuade the owner of the property at 1569 highway 148 to cease storing his heavy trucks and equipment on this property;

WHEREAS generally speaking, the non-compliance of the prescribed standards continues to accentuate the adverse effects on the neighbourhood and the built environment;

It is

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

AND RESOLVED to transfer the infringement file to the RPGL law firm to begin proceedings under any municipal regulations and laws applicable.

Carried

16-02-2672

TRANSFER OF THE INFRINGEMENT FILE TO RPGL LAW FIRM REGARDING THE PROPERTY AT 2101 BEAUDOIN ROAD

WHEREAS the Municipality may take the appropriate measures to put a stop to nuisances and ensure public safety, pursuant to article 4 of the Municipal Powers Act ;

WHEREAS the residence at 2101 Beaudoin road constitutes an imminent danger to the safety of the public and a source of nuisance;

WHEREAS the municipality has failed in its attempts to persuade the owner to either do the maintenance work needed or to demolish the residence;

It is

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

AND RESOLVED THAT the file be transferred to the RPGL law firm to begin proceedings under any municipal regulations and laws applicable.

Carried

16-02-2673

ADVERTISING - 2016 PONTIAC TRAVEL GUIDE

It is

Moved by: Thomas Howard
Seconded by: Edward McCann

AND RESOLVED THAT the municipality hereby purchases an advertising space of a half page in the 2016 Pontiac travel guide for the amount of \$423.30 (plus taxes).

IT IS ALSO RESOLVED that the amount will be taken under the budget item #02 62900 349.

Carried

16-02-2674

RESTORATION OF THE BOCCE BALL CLUB FIELD

WHEREAS the Luskville Bocce Ball Club submitted a request on September 30, 2015 to restore the Bocce Ball field ;

WHEREAS the Age Friendly Municipality Action Plan provides for the development of certain parks for our senior citizens ;

WHEREAS most of the required work can be done by the Municipal employees;

It is

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

AND RESOLVED that the Public Works Department proceed with the restoration of the Bocce Ball field as requested by the Luskville Bocce Ball Club in its letter of September 30, 2015.

IT IS ALSO RESOLVED that a budget of \$1,500.00 be attributed for the purchase of new benches.

Carried

16-02-2675

DAY CAMP

WHEREAS the municipal Council wishes to promote healthy lifestyles among the youth and facilitate a work-life balance by relaunching the summer day camp;

WHEREAS the Pontiac Youth Centres are currently coordinating several projects for summer day camps;

WHEREAS the memorandum of understanding submitted by the Pontiac Youth Centres for the Municipality of Pontiac's summer day camp;

It is

Moved by: Roger Larose
Seconded by: Brian Middlemiss

AND RESOLVED to authorize the Director General to sign the memorandum of agreement, as submitted on February 2, 2016;

IT IS ALSO RESOLVED THAT the \$6,000 plus applicable taxes, be attributed to budget item #0270100447.

Carried

16-02-2676

AGREEMENT BETWEEN THE MUNICIPALITY AND GROUPE ACTION JEUNESSE FOR THE RESPONSIBILITY OF PROVIDING ACCESS TO THE GYMNASIUM AT THE NOTRE-DAME-DE-LA-JOIE SCHOOL

WHEREAS the memorandum of understanding for the access to the gymnasium of Notre-Dame-de-la-Joie School between Municipality and *Groupe Action Jeunesse* expired on December 31, 2015;

WHEREAS the Municipality of Pontiac is still negotiating the renewal of the agreement with the Portages-de-l'Outaouais School Board regarding access to the gymnasium;

It is

Moved by: Brian Middlemiss
Seconded by: Inès Pontiroli

AND RESOLVED that the Municipality continue its collaboration with *Groupe Action Jeunesse* regarding the responsibility of providing access to the gymnasium at the Notre-Dame-de-la-Joie School, on a monthly basis, following the 2015 memorandum of understanding.

IT IS ALSO RESOLVED that the Municipality reserves the right to end the agreement unilaterally, following a 2-month notice.

Carried

16-02-2677

SERVICE HOURS – LUSKVILLE LIBRARY

WHEREAS the Luskville library is open to the public 5 hours a week;

WHEREAS a group of citizens has formally requested that a monthly activity such as “story-time” be held, in addition to the book loan service;

It is

Moved by: Thomas Howard
Seconded by: Dr. Jean Amyotte

AND RESOLVED THAT the Luskville library service hours be extended in order to include the following : last Sunday of each month, from 9 a.m. to 11 a.m.;

IT IS ALSO RESOLVED THAT this is a pilot project for a 12-month period, beginning in February;

FURTHERMORE, IT IS RESOLVED THAT during this additional time-frame, the library will be open to all citizens of the municipality who wish to borrow books;

FINALLY, IT IS RESOLVED THAT this activity will be conducted under the authority of the person in charge of the Luskville library.

Carried

Councillor Mrs. Inès Pontiroli leaves the meeting at 8:35 p.m.

PUBLIC QUESTION PERIOD

- James Eggleton
- Requests an explanation regarding resolution 9.1(14B-3 Range 5)
 - Requests an explanation regarding the repeater station for radio communications
 - Is satisfied that the Municipality hires an external firm for the boundary readjustment in order to avoid politicization of the process

- Debbie Cloutier-Tremblay
- Is satisfied that the Municipality hires an external firm for the electoral reorganization in order to avoid politicization of the process
 - Agrees with the prosecution of certain files regarding violation of the urban planning regulations but wishes for a more comprehensive and equitable approach
 - Deplores that all ratepayers must pay for the day camp
 - Requests explanations regarding the Agreement with the joint Municipal Court
- James Eggleton
- Upcoming meeting with the tolerance roads residents
 - Deplores that Councillor from ward 4 left before the end of the meeting
- Ricky Knox
- Requests an explanation regarding the condition of the Municipality's grader
 - Deplores that the Municipality spends too much, notably by paving new roads

16-02-2678

CLOSING OF THE MEETING

It is

Moved by: Nancy Draper-Maxsom
 Seconded by: Thomas Howard

AND RESOLVED to close the meeting at 8:53 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 section 142 (2) of the Municipal Code».