

**PROVINCE OF QUEBEC  
MUNICIPALITY OF PONTIAC**

MINUTES of the regular Municipal Council meeting held on Tuesday, April 12, 2016 at 7:30 p.m. at the Luskville Community Center, located at 2024 Route 148, Pontiac. Those who were present:

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

Also present: Mr. Benedikt Kuhn, Director General and Mrs. Ginette Chevrier-Bottrill, Assistant Director General, as well as a few ratepayers.

Excused absences: Mrs. Inès Pontiroli and Mr. Thomas Howard, Councillors.

The meeting began at 7:30 p.m.

**FLOOR TO THE PUBLIC AND QUESTION PERIOD**

James Eggleton - Requests explanations on the by-law pertaining to minor variances and zone 56

Alain Larose - Subdivision and letters from legal advisors

**16-04-2703**

**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 8, 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 April
  - 5.5 Report regarding the delegation of authorized expenditures
  - 5.6 Tabling of the 2015 financial statements by the external auditor
  - 5.7 Adoption of borrowing by-law 01-16 which decrees a loan and expense for the purchase of one grader for the Municipality of Pontiac
  - 5.8 Delegation of signing authority regarding agreements pertaining to municipal work for the Domaine des Chutes, in the new zone 56
  - 5.9 Notice of motion – Borrowing by-law for the rehabilitation of the municipal road network
  - 5.10 Tabling of borrowing by-law 03-16 decreeing capital expenditures and a loan of \$ 2, 000,000.00 for the rehabilitation of the municipal road network
  - 5.11 Tabling of the election Treasurer’s activity report to the Municipal Council
  - 5.12 Awarding the janitorial services contract
  - 5.13 Transfer of the file pertaining to the cancellation of the cadastral operations on lot 234, Village of Quyon, registration division of Pontiac, to RPGL firm
- 6. Public security**
- 7. Public works**
  - 7.1 Posting for truck driver class 1 position
  - 7.2 Call for tenders for the installation of magnetic key operated door locks
  - 7.3 Retirement of employee # 05-0080
  - 7.4 Purchase of a 4X6 grader
  - 7.5 Play structure – Davis-Soulière Park
- 8. Public hygiene**
  - 8.1 Adoption of by-law 02-16 for the management of residual materials
  - 8.2 Granting of contract - Collection of residual material
- 9. Urban renewal and zoning**
  - 9.1 Notice of motion – Modification to the zoning by-law 177-01 to regulate soil excavation and backfill operations in the Municipality of Pontiac

- 9.2 Revision of the rural allocation for the consolidation and delimitation of the urban perimeter
- 9.3 Notice of motion – Modification to the zoning by-law 177-01 in order to include the mapping of the 0-20 year and 20-100 year flood zone
- 9.4 Application for a minor variance to zoning by-law number 177-01 at 11 Terry-Fox road on a location standard of an existing main building with respect to the right side margin
- 9.5 Application for a minor variance to subdivision by-law number 178-01 at 21 de la Rivière road with respect to the width standards of a lot to be created, following the subdivision of the original lot # 2 683 590
- 9.6 Approval for the contribution to the parks, playgrounds and natural spaces fund in the cadastral operation procedure for 21 de la Rivière road following the subdivision of the original lot # 2 683 590
- 9.7 Application for a minor variance to zoning by-law number 177-01 at 322 Lelièvre road on the location standard of an existing garage with respect to the front margin
- 9.8 Approval of Phase 1 of the proposed subdivision of lot 2 683 360 – Domaine des Chutes project – part of the lot located between the stream and Hôtel-de-Ville road, Municipality of Pontiac
- 9.9 Approval for the contribution to the parks, playgrounds and natural spaces fund in the cadastral operation procedure aiming at subdividing lot number 2 683 360 – Original lot of the proposed subdivision of Domaine des Chutes
- 9.10 Notice of motion – Modification to by-law 02-15 for new price setting for requests in the SPAI sectors and the use of mapping in the flood zones
- 9.11 Adoption of the draft by-law number 605-2016 regarding the site planning and architectural integration programs (SPAI) – Domaine des Chutes
- 9.12 Draft by-law number 177-01-01-2016 to modify zoning by-law #177-01 aiming to create zone 56 within zone 18, to authorize the “residential (r1)” usage category
- 9.13 Notice of motion – Modification to the zoning by-law 177-01 in order to include the mapping of the 0-20 year and 20-100 year flood zone
- 10. Recreation and culture**
  - 10.1 Contract extension – Community development Officer
  - 10.2 Policy for the recognition and support to organizations – Financial assistance
  - 10.3 Request for sponsorship – Pontiac Artists’ Association
- 11. Miscellaneous**
- 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 2016
- 14. Public question period**
- 15. Closing of meeting**

It is

Moved by: Brian Middlemiss

Seconded by: Edward McCann

AND RESOLVED to adopt the agenda with the following modification and addition:

- Item # 9.13 (Replaced with) - Delegation of authority to the Secretary-Treasurer of the Municipality of Pontiac, Mr. Benedikt Kuhn, to convene public meetings as provided by section 125 of the Act respecting Land Use Planning and Development
- Item # 10.4 (Addition) - Quyon Ensemble (JamFest) – Request for sponsorship

Carried

**16-04-2704**

**ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD ON MARCH 8, 2016**

It is

Moved by: Dr. Jean Amyotte  
Seconded by: Edward McCann

AND RESOLVED TO adopt the minutes of the regular meeting held on March 8, 2016.

Carried

**16-04-2705**  
**BUDGETARY TRANSFERS (APRIL 2016)**

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 **\$5,597.00**.

**AMENDMENT**

**BUDGETARY TRANSFERS (APRIL 2016)**

It is

Moved by: Dr. Jean Amyotte  
Seconded by: Edward McCann

AND RESOLVED THAT the Municipality carry out the budgetary transfers as described on the attached list in the amount of **\$5,597.00**.

IT IS ALSO RESOLVED that the amount of \$2,902.00 payable through the non-appropriated surplus will be reimbursed in 2017 with the potable water budget.

Carried

**16-04-2706**  
**LIST OF INVOICES TO PAY**

It is

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

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to **\$62,926.66** (see appendix) for the period ending on March 31, 2016 and to debit budget posts related to the expenses mentioned on said list.

Carried

**16-04-2707**  
**LIST OF FIXED AND PRE-APPROVED EXPENSES**

It is

Moved by: Nancy Draper-Maxsom  
Seconded by: Dr. Jean Amyotte

AND RESOLVED THAT this Council approves the list of disbursements and withdrawals made from February 26, 2016 to March 30, 2016, all for a total amount of **\$378, 431.90** (see appendix).

Carried

**16-04-2708**  
**LIST OF INCURRED EXPENSES FOR THE MONTH OF APRIL 2016**

It is

Moved by: Edward McCann  
Seconded by: Brian Middlemiss

AND RESOLVED to accept the incurring expenses that appear in appendix A (see file 102-102), for a total amount of **\$29,005.43** taxes included.

Carried on a divided vote

Councillor Dr. Jean Amyotte votes against the resolution.

**Tabling of the report regarding the delegation of authorized expenditures from February 24, 2016 to March 30, 2016.**

**Tabling of the 2015 financial statements by the external auditor Dignard Éthier cpa Inc.**

**16-04-2709**

**ADOPTION OF BORROWING BY-LAW 01-16 WHICH DECREES A LOAN AND EXPENSE FOR THE PURCHASE OF ONE GRADER FOR THE MUNICIPALITY OF PONTIAC**

**WHEREAS** the notice of motion for the present by-law has been duly given during a regular council meeting held on March 8, 2016;

**CONSEQUENTLY**, it is

Moved by: Dr. Jean Amyotte

Seconded by: Brian Middlemiss

**AND RESOLVED** to adopt this by-law as follows:

**“BY-LAW No. 01-16 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 \$372, 990.40, including net taxes, for the purpose of the present by-law, this sum includes the expenses, provincial taxes and contingencies, as provided in the tender submitted by Nortrax Canada Inc.

**ARTICLE 3 :** Council is hereby authorized to borrow a sum not exceeding \$372, 990.40 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.

Carried

**16-04-2710**

**DELEGATION OF SIGNING AUTHORITY REGARDING AGREEMENTS PERTAINING TO MUNICIPAL WORK FOR THE DOMAINE DES CHUTES, IN THE NEW ZONE 56**

**WHEREAS** a subdivision project providing for the creation of a new road approximately 900 meters in length has been submitted to the Municipality for its approval;

**WHEREAS** this Council considers that the infrastructures foreseen in this project are important and that the Municipality may assume responsibility after their completion;

It is

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

AND RESOLVED that the Municipal Council delegates to Mr. Roger Larose, Mayor of the Municipality of Pontiac, and to Mr. Benedikt Kuhn, Director General, the authority to sign a memorandum of understanding in compliance with by-law 08-12 regarding agreements concerning municipal work, according to the recommendation of the Director of Infrastructures and Public Works.

Carried

### **NOTICE OF MOTION**

Notice of motion is given by **Brian Middlemiss**, Councillor of the electoral district number **5** in the Municipality of Pontiac that, at a subsequent meeting, there will be presentation of a borrowing by-law decreeing capital expenditures and a loan of \$2, 000,000.00 for the rehabilitation of the municipal road network.

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 is to be adopted 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 BORROWING BY-LAW 03-16 DECREEING CAPITAL EXPENDITURES AND A LOAN OF \$ 2, 000,000.00 FOR THE REHABILITATION OF THE MUNICIPAL ROAD NETWORK**

WHEREAS the Municipality of Pontiac wishes to exercise its authority provided under subparagraph 2 of the second paragraph in section 1063 of the Quebec Municipal Code;

WHEREAS the notice of motion for the present by-law was duly given at the regular Council meeting held on April 12, 2016;

It is

Moved by:  
Seconded by:

AND RESOLVED THAT the Council decrees the following :

**ARTICLE 1.** The Council is authorized to incur the following capital expenditures for an amount of \$ 2, 000,000.00, broken down as follows:

<b>Description</b>	<b>20 Years</b>
Public Works	\$2, 000, 000.00
Total	\$2, 000, 000.00

**ARTICLE 2.** In order to pay for the expenses provided in the present by-law, the Council is therefore authorized to borrow an amount of \$ 2, 000,000.00 over a 20 year-period.

**ARTICLE 3.** To provide for the expenses committed in relation to the interests and to repay the capital of the annual terms of the loan, with the present by-law, it is imposed and will be levied on an annual basis, during the term of the loan, on all taxable properties on the Municipality's

territory, a special tax at a sufficient rate according to their value as shown on the assessment role in effect each year.

**ARTICLE 4.** If it happens that the amount of an allocation authorized by the present by-law is higher than the amount actually spent in relation to this allocation, the Council is authorized to use the surplus to pay any other expenditure decreed by the present by-law and for which the allocation would prove to be insufficient.

**ARTICLE 5.** The Council will allocate to the loan reduction decreed in the present by-law, any contribution or subsidy that could pay for part or all of the expenditure decreed by the present by-law.

The Council will also allocate, for the total or partial payment of the debt service, any grant payable over several years. The reimbursement term of the loan corresponding to the amount of the grant will be automatically adjusted to the period set for the payment of the grant.

**ARTICLE 6.** The present by-law will come into force according to the Law.

**Tabling of the Election Treasurer's activity report to the Municipal Council.**

**16-04-2711**

**AWARDING THE JANITORIAL SERVICES CONTRACT**

WHEREAS a call for tenders given by the Municipality of Pontiac to award a maintenance contract for the municipal buildings;

WHEREAS the offer from the company Royal-T of Cantley is the lowest. It was studied and deemed to be compliant with our specifications;

It is

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

AND RESOLVED to grant the janitorial services contract to the company Royal-T of Cantley, for the amount of \$ 94, 265. 80, including taxes, for all the municipal buildings, for three (3) years.

Carried on a divided vote

Councillor Mr. Edward McCann votes against the resolution.

**The Mayor, Mr. Roger Larose, steps away from the table.**

**16-04-2712**

**TRANSFER OF THE FILE FOR LOT 234, CADASTRE OF THE VILLAGE OF QUYON, REGISTRATION DIVISION OF PONTIAC, TO RPGL FIRM**

WHEREAS with permit # 2014-5003, the Municipality has approved a cadastral operation for the creation of lots 234-1 to 234-6, cadastre of the Village of Quyon, registration division of Pontiac;

WHEREAS with resolution # 14-01-1813, the Municipality has approved the creation of lot 234-7, cadastre of the Village of Quyon, registration division of Pontiac;

WHEREAS the subdivision plan submitted by the land surveyor to the registration office of the Ministry of Natural Resources differs from the plans that were officially approved by the Municipality of Pontiac;

WHEREAS all created lots proved to be non-compliant with respect to the surface area and frontage;

It is

Moved by: Nancy Draper-Maxsom  
Seconded by:

AND RESOLVED to transfer the file to the firm RPGL to initiate cancellation proceedings for lots 234-1 to 234-7, cadastre of the Village of Quyon, registration division of Pontiac.

Rejected

**Having no one to second the motion, the resolution is rejected.**

**The Mayor, Mr. Roger Larose, returns to the table.**

**16-04-2713**

**POSTING FOR TRUCK DRIVER CLASS 1 POSITION**

WHEREAS following the retirement of employee # 05-0072, a truck driver class 1 position is vacant;

It is

Moved by: Edward McCann  
Seconded by: Dr. Jean Amyotte

AND RESOLVED to mandate the Director of Infrastructures and Public Works, in consultation with the Human Resources Director, to prepare a job posting to fill the vacant position.

Carried

**16-04-2714**

**CALL FOR TENDERS FOR THE INSTALLATION OF MAGNETIC KEY OPERATED DOOR LOCKS**

WHEREAS the Municipality wishes to improve the access control to municipal buildings;

WHEREAS such a system will allow us to save on services formerly offered by the janitor;

WHEREAS this system will enhance security to municipal buildings by providing a report on comings and goings;

WHEREAS this system, being connected to the alarm systems, will reduce false alarms;

It is

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

AND RESOLVED to launch an invitation to tender for the installation of magnetic key operated door locks to the municipal buildings that are accessible to the public and to grant the contract to the lowest bidder, for a maximum of \$25, 000.00\$ (taxes included).

IT IS ALSO RESOLVED to attribute this expenditure to the unappropriated surplus.

Carried on a divided vote

Councillor Mr. Edward McCann votes against the resolution.

**16-04-2715**

**RETIREMENT – EMPLOYEE # 05-0080**

WHEREAS the letter handed by employee # 05-0080 on March 22, 2016 announcing his retirement;

It is

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

AND RESOLVED that the Municipal Council accepts the resignation of employee # 05-0080 for his retirement, as of April 1, 2016.

IT IS ALSO RESOLVED that the Council mandates the Director of Infrastructures and Public Works, in collaboration with the Human Resources Director, to staff the operator's position.

FINALLY, IT IS RESOLVED that the Municipality wishes to thank Mr. Jack Kingsbury for 21 years of dedicated service.

Carried

**16-04-2716**  
**PURCHASE OF A 4X6 GRADER**

WHEREAS a call for tenders given by the Municipality of Pontiac for the purchase of a new grader or a demonstrator;

WHEREAS only one offer was received;

WHEREAS the offer from Nortrax Canada Inc. for a 2016 John Deere 770 G grader meets our municipal needs and is deemed compliant;

WHEREAS during the preliminary discussions, Nortrax Canada Inc. promised that they would loan us a grader while waiting for the delivery of the new one;

It is

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

AND RESOLVED to purchase the 2016 John Deere 770 G grader from Nortrax Canada Inc., in the amount of \$ 372, 990. 40, taxes included.

IT IS ALSO RESOLVED that the purchase of the grader is conditional to borrowing by-law no. 01-16 being adopted.

Carried

**16-04-2717**  
**PLAY STRUCTURE – DAVIS-SOULIÈRE PARK**

WHEREAS the three-year capital expenditure plan provides for the development of Davis-Soulière Park in 2016;

WHEREAS a call for proposals is underway;

WHEREAS a citizen committee will be asked for its opinion;

It is

Moved by : Dr. Jean Amyotte  
Seconded by : Edward McCann

AND RESOLVED to give a mandate to the Director General to award the supply contract to the chosen supplier for a maximum amount of \$25, 000.00, taxes included.

IT IS ALSO RESOLVED that the working capital be affected on a 1 year period starting in 2016 and that the parks and play structures fund reimburse the working capital for the same amount when funds become available.

Carried



16-04-2718

**BY-LAW 02-16 REGARDING THE COLLECTION OF RESIDUAL MATERIAL TO ABROGATE AND REPLACE BY-LAW 12-08 REGARDING RESIDUAL MATERIAL**

**WHEREAS** a notice of motion was given during a regular meeting held on March 8, 2016 to the effect that this by-law would be submitted for adoption;

**WHEREAS** the Municipal Council wishes to abrogate and replace by-law number 12-08 regarding residual material;

**WHEREAS** the Municipal Council deems it appropriate and necessary to adopt the said by-law;

**THEREFORE**, it is

Moved by: Dr. Jean Amyotte  
Seconded by: Nancy Draper-Maxsom

AND RESOLVED that the Municipal Council of the Municipality of Pontiac orders and decrees the following:

**SECTION 1 - PREAMBLE**

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

**SECTION 2 - DEFINITION OF TERMS**

The following expressions, terms and words, in this present by-law have the meaning, the signification and the application respectively assigned to them or within the context of the provision:

- Mobile container :** Container on wheels of a 360 litre or 240 litre capacity, designed to contain garbage, recyclable material or others and to be emptied by the use of a mechanical arm mechanism of European style, as provided in this by-law.
- Blue bin :** Recyclables.  
**Any other bin (Except blue or brown) :** domestic waste.
- Contaminant :** Refers to a solid, liquid or gaseous material, a micro-organism, a sound, a vibration, radiation, heat, an odor or any other combination of one or the other which is likely to alter the quality of the environment.
- Special collection :** Branches and leaves  
Lawn clippings  
Spring / Fall clean-up
- Container :** A closed, airtight garbage container, made of metal, plastic or other, equipped with handles and a lid, designed and marketed for this purpose.
- Bin :** Containers of various dimensions, made of solid material, airtight, equipped with a lid, in good condition, which are mechanically handled or emptied in a collection truck using a front or rear loading hydraulic system.
- Collection :** Action of taking domestic waste, recyclable materials and cumbersome objects which are placed on an access road or in other locations and putting them in a completely closed vehicle.

<b>Sorting plant :</b>	Refers to a location where the recyclable material is dropped-off. The sorting plant holds an agreement with the MRC des Collines.
<b>Ecocentre :</b>	Drop-off location mainly focussed on recovery and recycling. Hazardous domestic waste, cumbersome objects and other accepted materials may also be dropped-off, depending on the site operators. All locations are mainly operated by the Municipality of Pontiac or by the MRC des Collines.
<b>Cumbersome objects:</b>	Cumbersome objects include, but are not limited to, heavy objects like old furniture, washing machine, dishwasher, spin-dryer, electrical or gas-fired accessories (propane, natural gas, etc.) for domestic use, sofas, beds, chairs, carpets, cold ashes in plastic bags. It includes materials accepted in engineered landfill sites and in incineration plants, in compliance with the Regulation respecting the landfill and incineration of residual materials (c. Q-2, r 6.02) provided in the Quebec Environment Quality Act.
<b>Warehouse :</b>	Refers to a closed shelter with a roof, four walls and a lockable door, specially designed to house and hold the containers.
<b>ICI :</b>	Refers to industries, businesses and institutions.
<b>Building :</b>	A building under the Quebec civil Code. In this contract it also means housing unit.
<b>Recyclable material :</b>	Any glass, plastic or steel containers, any kind of paper, cardboard and any other object accepted at the sorting plant. A non-exhaustive list of recyclable materials is presented under section 3.2 of this by-law.
<b>Residual material :</b>	Any generated material intended for recovery, recycling, disposal, destined for landfill or incineration. It includes more specifically domestic waste, hazardous domestic waste, cumbersome objects, construction material and any other material.
<b>Material intended for the Ecocentre (Validate MRC)</b>	<ul style="list-style-type: none"> <li>a) Household appliances : stoves (electrical or gas), refrigerators and freezers (without refrigerant gases, or as per the Municipal instructions), washing machines, dishwashers, spin dryers, electrical or gas-fired accessories (propane, natural gas, etc.) for domestic use, dryers, ovens and any other similar accessories.</li> <li>b) Electronic appliances: televisions, television devices such as DVD players, computers, radios and other similar accessories.</li> <li>c) The following construction material : <ul style="list-style-type: none"> <li>i. Gypsum</li> <li>ii. Concrete</li> <li>iii. Metal</li> <li>iv. Wood</li> <li>v. Roof shingles</li> </ul> </li> <li>d) Branches, lawn clippings.</li> </ul>
<b>Nuisance :</b>	That is harmful to physical, moral or environmental health. See the current standardized regulations

pertaining to nuisances, adopted by the MRC des Collines and the Municipality of Pontiac.

- Occupants :** Refers to the owners, the tenants or residents occupying a dwelling or unit (building).
- Domestic waste :** Domestic waste includes all non-recyclable, non-recoverable, and non-hazardous material intended to be eliminated in an engineered landfill site and in compliance with the Regulation respecting the landfill and incineration of residual materials (c. Q-2, r.6.02) provided in the Quebec Environment Quality Act.
- Hazardous domestic waste and hazardous and explosive material**  
Includes, but is not limited to, batteries, cells, motor oils, hydraulic oils, vegetable oils, medication, pills, syringes and other biomedical products, aerosols, anti-freeze, any kind of compressed gas cylinders, paint strippers, pesticides, paint, weapons and ammunition, gasoline and used tires, etc. All for residential use only.
- Green waste :** Green waste includes lawn clippings, trees, Christmas trees, branches, leaves, garden waste (plants, flowers, weeds, etc.).
- Garbage bag :** Conventional plastic bag, designed for that purpose, of standard or normal size, green, black or other, except blue bags. The latter are to be used exceptionally for recyclable material only, when the recycling bin is full.
- Housing unit:** Each single-family home, each unit in a multiple unit complex, each school, church, or other institution, each business, farm, store, each industry or factory, each municipal building, each place of business in an office building or each park or municipal beach.

### **SECTION 3 – LIST OF MATERIALS**

For the purpose of this by-law, the method of disposal of residual material depends on the category in which the residual material is classified, that is:

#### **3.1 Solid waste or domestic waste (non-exhaustive list)**

- a) Domestic waste includes all non-recyclable and non-hazardous residual material intended for the disposal in an engineered landfill site or incineration plant and in compliance with the Regulation respecting the landfill and incineration of residual materials (c. Q-2, r.6.02) provided in the Quebec Environment Quality Act.
- b) This waste also includes the excrements of domestic animals (as defined in the nuisance by-law) as long as they are disposed of in double plastic garbage bags.

#### **3.2 Recyclable material (non- exhaustive list)**

- Newspaper, glossy paper, fine paper and kraft paper
- Envelopes with or without windows
- Flat or corrugated board (bulky cardboard) (maximum size : 1 metre x 0.5 metre)
- Pasteboard (egg cartons, etc.)
- Milk carton, juice carton and frozen food box
- Juice carton lined with aluminium (Tetra Pak)
- Jars and bottles without lid
- Plastic (bearing numbers, 1, 2, 3, 4, 5 or 7)

- Food product containers (margarine, yogurt, ice cream, muffins, etc.)
- Household cleaning product containers (dish soap, bleach, etc.)
- Cosmetic product containers (shampoo, cream, etc.)
- Plastic lids
- Grocery and shopping bags
- Empty and clean bread and milk bags
- Plastic toys without any metal parts
- Soil-free plastic gardening pots
- Compact discs, DVD's and cases
- Cans (with or without labels)
- Caps and lids
- Aluminum cans
- Clean aluminum paper and plates
- Metal household objects (pots and pans)
- Metal pieces less than 2 kg and less than 60 cm long (excluding wire)
- Objects or lids combined of metal and plastic

### 3.3 **Cumbersome objects (non-exhaustive list)**

Types of cumbersome objects :

1. Beds, sofas, bed bases and mattresses.
2. Furniture, chairs, carpets, bathtubs, showers, sinks, toilets, or other waste produced as a result of Spring or Fall clean-up and any other type of waste, unconditionally.
3. Cold ashes in plastic bags.
4. Doors (without windows), metal scrap.
5. Material accepted in engineered landfill sites and incineration plants in compliance with the Regulation respecting the landfill and incineration of residual materials (c. Q-2, r 6.02) provided in the Quebec Environment Quality Act, and used tires.

### 3.4 **Hazardous domestic waste and hazardous material (non-exhaustive list) accepted and prohibited at the Ecocentre located at 28 de La Pêche road, in Pontiac, Quebec. This list is determined by the MRC des Collines-de-l'Outouais and could be modified at any time. It is the responsibility of each citizen to check with the Ecocentre for accepted material and applicable procedures before bringing hazardous domestic waste and hazardous material.**

#### **Accepted hazardous domestic waste:**

- Car batteries and alkaline and rechargeable cells
- Tires without rims
- Acids
- Aerosols
- Bases
- Other organic material
- Propane cylinders/tanks
- Cyanides
- Oils
- Medications
- Oxidants
- Pesticides
- Reagents
- Electronic residuals (computers, screens, cellular telephones, etc.)
- Solvents

#### **Prohibited hazardous domestic waste:**

- Biomedical waste
- Weapons and ammunition
- Compressed gas cylinders
- PCB's
- Radioactive waste
- Explosives and dynamite
- Commercial or industrial waste

- Unknown products

### **3.5 Compostable materials (non-exhaustive list)**

Here is the list of compostable materials described in terms of composting type and/or disposal location:

#### **Domestic compostable materials**

- a) Any human or animal food residue consisting mainly of natural organic matter and excluding meat.

#### **Industrial compostable materials**

- b) Any human or animal food residue consisting mainly of natural organic matter and including vegetable oils and meats.

#### **Compostable materials intended for the ecocentre**

- c) Any green waste (grass clippings, trees, Christmas trees, branches, leaves, etc.)

### **3.6 Construction and demolition waste (non exhaustive list)**

- Lumber and finishing wood
- Windows, including frame and glass
- Doors including frame, glass, hinges and handles
- Mortar, cement, rock and brick pieces
- Insulation of all kinds
- Vapour barrier of all kinds
- Roofing material (asphalt, metal or other type of shingles)
- Steel or aluminium studs
- Cupboards, walls
- Carpet and flooring

### **3.7 Material intended for the ecocentre**

- a) Household appliances: stoves (electric or gas oven), refrigerators and freezers (without refrigerant gas, or as per the Municipal instructions), washing machine, dishwasher, spin-dryer, electrical or gas-fired accessories (propane, natural gas, etc.) for domestic use, dryers, ovens and any other similar accessories.
- b) Electronic appliances: televisions, television devices such as DVD players, computers, radios and other similar accessories.
- c) The following building material :
  - i. Gypsum
  - ii. Concrete
  - iii. Metal
  - iv. Wood
  - v. Roof shingles

### **3.8 Paint drop-off (Town Hall)**

- Latex paint (water)
- Alkyd (oil) paint
- Metal and anti-rust paint
- Stain
- Varnish
- Lacquer
- Wood and masonry protector
- Aerosol paint
- Liquid paint

## **SECTION 4 - TERRITORY**

The present by-law applies to the entire Municipality of Pontiac territory.

#### **SECTION 5 - ENFORCEMENT**

- 5.1 The enforcement of the present by-law is the responsibility of the Director of Infrastructures and Public Works as well as any other Public Works and Urban Planning department employees of the Municipality of Pontiac. This mandate can also be delegated to any representative of a company in charge of the collection of residual material. The delegation is attributed according to the contract with the Municipality.
- 5.2 The designated individual has the right to visit the premises between 7:00 a.m. and 8:00 p.m. in order to ensure that all provisions of the present by-law are complied with.
- 5.3 The designated individual may take pictures and any other samples deemed necessary in order to ensure that all provisions of the present by-law are complied with.
- 5.4 Any occupant of the location being visited is obliged to receive the designated individual.
- 5.5 None of the sections in the present by-law shall have the effect of exempting an individual from the enforcement of a federal or provincial Act, nor be incompatible with any special provision of the Municipal Code or the Municipal Powers Act.

#### **SECTION 6 – MANAGEMENT OF RESIDUAL MATERIALS**

Under section 34 of the Municipal Powers Act, the Municipality may delegate to an individual, the operation of its waste disposal or recovery system.

#### **SECTION 7 – COLLECTION SERVICES**

- 7.1 Once the residual material is collected, it becomes the property of the Municipality of Pontiac, which may then dispose of it at its discretion.
- 7.2 Accordingly, it is prohibited for anyone, except for a municipal employee or someone from the company responsible for the collection of household waste, recycling and cumbersome objects, to carry out the collection, remove and transport residual material. However, companies or individuals who recover scrap metal, used tires, paint, used oil and construction material are excluded. The Municipality can also authorize an individual or a contractor to recover any material designated by the Municipality on mutually agreed terms, by resolution from the Municipal Council. Also permitted, are short-term and limited rental agreements (e.g. Clean-up of buildings, renovation, etc.)
- 7.3 The collection of household waste, recyclable material and cumbersome objects is done when required, according to the contract for the collection of waste and recyclable materials concluded with a contractor and according to the present by-law.
- 7.4 According to the present by-law, any occupant of a building must use the services of the contractor who has been mandated for the collection and disposal of residual materials, by the Municipality.

#### **SECTION 8 – STORAGE AND TRAFFIC**

- 8.1 The containers must be stored on the property they belong to, and on the day scheduled for the garbage collection, be placed in the location authorized by the Municipality, that is, along the edge of the laneway, street or road, except in certain particular cases determined by the Public works department.
- 8.2 The containers or cumbersome items must be placed so as not to impede traffic and to facilitate the collection of garbage.

- 8.3 The containers or bulky items shall not be an obstacle during snow clearing operations during the winter. It is the responsibility of the owners' to which the containers belong to, to look after their maintenance and to keep them cleared of snow. The Municipality will not be responsible for broken containers or their storage or for picking up items that may have been scattered along the ditch or on the owner's property following snow removal.

## **SECTION 9 – DISPOSAL OF GARBAGE**

- 9.1 **Garbage and recyclable materials:** Any occupant of a property must dispose of their household garbage, recyclable materials and cumbersome items according to the provisions of the present by-law.
- 9.2 **Cumbersome items :** Any occupant who wishes to dispose of cumbersome items may do so by setting them out with the household garbage, and as provided for in the present by-law or according to the contract awarded by the Municipality for the collection and transportation of the residual materials, as well as to applicable laws.  
**The occupant must call the Municipality's Public works department, at least 24 hours in advance of the collection day in his/her area, to inform us of the content with respect to the cumbersome items to be collected.**
- 9.3 **The household hazardous waste (HHW) and hazardous materials:** Any occupant who wishes to dispose of household hazardous waste (HHW) and hazardous materials, must bring these items to a service centre in the region that is identified by Recyc-Québec or at the **MRC des Collines-de-l'Outaouais Ecocentre** or the Municipality of Pontiac's Ecocentre (paint, etc., listed under section 3.8) during the period, days and time determined by the Municipality, or at any other authorized area, in accordance with any applicable provincial or federal Act.
- 9.4 **Compostable materials:** Any occupant of a property within the municipality's territory must take the necessary measures to minimize the number of compostable materials included in the household garbage. Green waste such as grass clippings, trees, branches, leaves, Christmas trees are not accepted in the collection of garbage and recyclable materials but are accepted at the Municipality of Pontiac's Ecocentre.
- 9.5 **Construction and demolition waste:** Any occupant who wishes to dispose of construction or demolition materials must transport them at his/her expense, directly to a licensed landfill site, or by concluding an agreement at his/her expense, with the contractor mandated by the Municipality to collect the household garbage, recyclable materials and cumbersome items OR transport them to the Municipality's Ecocentre, during opening hours defined by the Municipality.
- 9.6 In accordance with the present by-law, before disposing of residual materials, they must have been sorted and put in the appropriate container or designated area, according to their respective categories. As such, the materials must be processed as follows:
- a) Household garbage
  - b) Recyclable materials
  - c) Cumbersome items by category: beds, furniture, etc.
  - d) Materials going to the Ecocentre
  - e) Construction materials going to the Ecocentre
  - f) Compostable materials going to the Ecocentre
- 9.7 The bins must be placed in the authorized location, that is to say, at the property limits for the set time and day of the collection. To this end, the bins could be placed no earlier than 24 hours before the day of the collection and must be removed no later than 12 hours after the collection is done. This sub-section of section 9 does not apply where the occupant has a series of bins or a fixed container, all of which must have been authorized beforehand by the Public works department.
- 9.8 On an exceptional basis and when certain materials must be stored outside of the containers provided, the occupant must take all necessary measures to ensure that these materials remain sheltered from the weather until they are collected and must place them in a manner so as to facilitate their loading.

- 9.9 Cumbersome items, household hazardous waste (HHW) and hazardous materials, compostable materials and construction or demolition materials, must never be put into the containers or concealed with waste destined for a landfill site or for recovery.

## **SECTION 10 – COLLECTION SYSTEM**

- 10.1 **Door-to-door:** A door-to-door collection system is established within the Municipality's territory for the properties where it is possible to perform this type of collection, so as to remove the waste as much as possible.
- 10.2 **Centralized deposit site:** A centralized deposit system can be set up for specific sectors where the door-to-door collection is not possible. In this case, the location, the type of storage area consisting of containers or small quantity of bins (maximum 4 of each type), and the method of disposal must receive approval from the Public works department. Furthermore, the residents of the area being served must then conclude an agreement with the contractor who has been mandated by the Municipality to collect and transport the household garbage, recyclable materials and cumbersome items in order to allow the storage of containers on a private property.

## **SECTION 11 – FREQUENCY OF COLLECTIONS**

### **The frequency of collections:**

- a) The collection of household garbage and cumbersome items will be done door-to-door once every two (2) weeks all year round. The frequency may however change when the collection is done at a centralized deposit site, according to the identified needs.
- b) The collection of recyclable materials will be done door-to-door once every two (2) weeks all year round. The frequency may however change when the collection is done at a centralized deposit site, according to the identified needs.

If the collection is scheduled during a public holiday as defined herein, this collection will be postponed to the next day, except in the case where the Municipality has given the contractor the authorization to proceed with the collection that very day.

## **SECTION 12 - QUANTITY**

- 12.1 **Household garbage:** The total quantity shall not exceed the contents of a 240 or a 360-litre container per residence, and the contents shall not exceed the capacity of the bin(s) to which the occupant has obtained a previous authorization from the Public works department, with respect to the number of bins.
- 12.2 **Recyclables:** Each building must be equipped with at least one (1) bin on wheels. The total quantity of recyclable materials must not exceed the capacity of the bin(s) authorized for the building.
- 12.3 **Storage:** The total quantity of household or commercial garbage and recyclable materials stored shall not exceed the amount provided for per collection, per building served, as described under sub-sections 12.1 and 12.2.

## **SECTION 13 – CONTAINERS AND STORAGE**

- 13.1 **Mobile recycling bins (240 or 360 litres):** The mobile recycling bins only are supplied by the Municipality, and are payable by the property owner. It is imperative that they be used for the collection of recyclable materials only. **The occupants are responsible for these bins and they must remain the property of the building for which they are intended. The Municipality is not responsible for any damage that may occur to the mobile bins, for theft or vandalism.**

Exceptionally, garbage cans (airtight containers with lids) will be tolerated until December 31, 2016.

- 13.2 **Containers for household garbage:**



The mobile containers only are supplied by the Municipality and are payable by the property owner. It is imperative that they be used for the collection of household garbage only. **The occupants are responsible for these containers and they must remain the property of the building for which they are intended.**

The Municipality is responsible for the exclusive repair of the lids, wheels and wheel axle.

**13.3 Fixed containers:** Not authorized.

**13.4 Centralized deposit (Centralized site):** Any occupant of a building located on a private road that it not serviced by the door-to-door collection of household garbage, is required to deposit their garbage in a centralized deposit site. In this case, the said property owners or the private road association must supply, at their expense, the appropriate container(s) as well as the deposit site (or that which would have been imperatively established in the municipal contract). The said property owners or association shall be responsible for keeping the area around the centralized deposit site clean.

## **SECTION 14 – INDUSTRIES, BUSINESSES, INSTITUTIONS AND COMPANIES**

**14.1 Household garbage:** Any occupant or owner of a business (non-residential building) that produces more than the volume capacity of a 360-litre bin per collection, is hereby required to conclude an agreement either with the Municipality to use four (4) bins at the most, or with the contractor in charge of the collection and transportation of garbage, recyclable materials and cumbersome items within the Municipality, to provide for the removal and disposal of household garbage that they are producing, according to the rates of the contractor who has been awarded the contract by the Municipality. The rates are available from the Municipality upon request.

**14.2 Recyclable materials:** Any occupant or owner of a business (non-residential building) that produces a quantity greater than four (4) recycling bins per collection, is hereby required to conclude an agreement with the contractor who has been awarded the contract by the Municipality for the collection and transportation of the garbage, recyclable materials and cumbersome items, to provide for the removal and disposal of recyclable materials that they are producing, and this, according to the rates established between this firm and the occupant or business owner. Excluded however are individuals or companies who recover scrap metals, used tires, batteries, construction debris and cardboard. The Municipality may also, by way of a resolution, authorize any occupant or business owner (non-residential building) to perform on-site the recycling of some of their materials, to market this, or to do so, to sign a contract with a firm that is specialized in recycling. Pricing is available upon request from the Municipality.

**14.3 Other materials:** Any occupant or owner of a business (non-residential building) is required to comply with the by-law and applicable laws concerning the disposal of other materials than those mentioned above.

## **SECTION 15 – ACCESSIBILITY TO ROADS**

**15.1** As of the date of entry into effect of this by-law, any property owner or private road association will be deemed to have automatically authorized the garbage trucks to freely access their private road(s), and this, for the purpose of collecting residual materials door-to-door. When the owner or private road association refuses the access to the garbage trucks, the said owner or association will be responsible for the purchase, construction and installation of a storage or centralized deposit site provided for under this by-law.

**15.2** In the case where the collection of household garbage, recyclable materials and cumbersome items is done on private roads or in a private entry, the responsible owner or private road association is required to perform the maintenance, clear the snow and ice from the said road or entry, to allow the contractor for the Municipality to travel safely.

- 15.3 That way, if the private road or private entry is not accessible, or not adequately maintained, or cleared of snow and ice, the collection of household garbage, recyclable materials and cumbersome items will not be performed.

## **SECTION 16 - PUBLIC HYGIENE AND ENVIRONMENTAL PROTECTION**

- 16.1 The containers or storage areas that are used for residual materials must be maintained in good condition at all times and not have any defect or be broken in any way that will injure the attendant when he is performing his task.
- 16.2 Everyone shall comply with the requirements of the Environment Quality Act.
- 16.3 Residual materials must be kept in tightly-closed containers at all times, so as not to constitute a nuisance or contaminate the environment, be it due to odors, an accumulation of material or vermin.
- 16.4 Any occupant of a building situated within the Municipality of Pontiac's territory is hereby required to keep their yards and surroundings clean, free of garbage and putrescible substances. It is their responsibility to pick up any materials that are scattered or have fallen over, regardless of the reason.

## **SECTION 17 - RATES**

Any property owner is subject to paying a rate for the collection of household garbage or recyclable materials, such a rate is established and collected according to the current by-law pertaining to the applicable rate for goods and services or for activities offered by the Municipality.

## **SECTION 18 - OFFENCES**

The following is ***prohibited*** and constitutes a nuisance and an offence:

- a) To deposit in or conceal with the household garbage, items such as tires, reservoirs, automobile or truck parts, construction material, compostable material, dead animals, animal faeces (as defined by the regulations on agricultural operations), recyclable materials, HHW or hazardous materials and other materials provided under the provincial or federal regulations or laws.
- b) To use bags instead of bins.
- c) To rummage through a container of residual materials in order to collect any valuable object.
- d) To dispose of, deposit, spread or leave residual materials lying in the streets, public or private roads, public spaces, vacant lots or buildings, in streams, rivers, ponds, lakes or water courses.
- e) To throw away or dispose of residual materials outside of containers used for garbage or recyclable materials, even when they are full.
- f) To overturn, damage or break a container.
- g) To deposit liquid or semi-liquid materials of any sort in the containers.
- h) To deposit or leave garbage bags along the highway, street or road, without being placed in the appropriate containers or bins.
- i) To use the recycling bins for other purposes than those prescribed by the present by-law.
- j) To use barrels, old refrigerators or freezers as a garbage bin.
- k) To bring or import household garbage, recyclable materials, rubbish or construction waste from another municipality or city, for the purpose of having them collected and disposed of by the Municipality of Pontiac or its authorized representative.
- l) To throw away or deposit residual materials in a centralized deposit site that is not specifically meant to serve your property.
- m) To disregard any other clause in the present by-law.

**SECTION 19 – PENALTY**

**19.1** Any offender under the present by-law is liable to a fine, with or without fees, which shall not exceed \$1,000 for a first offence, and a fine not exceeding \$2,000 for a repeat offence in the case of a natural person. In the case of a corporation, the offender is liable to a fine not exceeding \$2,000 for a first offence, and a fine not exceeding \$2,000 for a repeat offence.

**19.2** The contractor mandated by the Municipality to collect and transport the household garbage, recyclable materials and cumbersome items **may issue courtesy tickets and violation notices to offenders**, at the request of the Municipality.

**SECTION 20 - ABROGATION**

For all legal purposes, the present by-law abrogates and replaces by-law number 12-08 regarding the collection of household garbage and recyclable materials.

**SECTION 21 – DECLATORY PROVISIONS**

For the sole purpose of simplifying the text, the masculine is used in the present by-law without discrimination and includes the feminine gender.

**SECTION 22 – COMING INTO EFFECT**

The present by-law will come into effect following the formalities prescribed by Law.

Carried on a divided vote

Councillor Brian Middlemiss votes against the resolution.

**16-04-2719**

**GRANTING OF CONTRACT – COLLECTION OF RESIDUAL MATERIAL**

WHEREAS the call for tenders given by the Municipality of Pontiac to renew the mandate for the collection of residual material;

WHEREAS the Municipality of Pontiac has posted the call for tenders on the electronic system SEAO and has received three proposals within the prescribed time frame;

WHEREAS the 3 (three) proposals that were received in the following amount (taxes included);

TENDERER	Amount submitted	Corrected amount
3477835 Canada Inc. ( Tom Orr Cartage)	\$2, 214, 298.36	\$2, 243, 900.12
Waste management Inc.	\$2, 733, 301.31	\$2, 733, 301.31
Location Martin-Lalonde Inc.	\$2, 735, 039.03	\$2, 735, 039.03

WHEREAS 3477835 Canada Inc. (Tom Orr Cartage)bid contained a calculation error that we corrected. Despite this error, 3477835 Canada Inc. (Tom Orr Cartage) is still the lowest bidder;

WHEREAS 3477835 Canada Inc. (Tom Orr Cartage) has submitted a bid compliant to our specifications;

WHEREAS the calculation error from 3477835 Canada Inc. (Tom Orr Cartage) had no impact on the validity of the process;

It is

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

AND RESOLVED that the Municipality of Pontiac mandates 3477835 Canada Inc. (Tom Orr Cartage) for the collection of residual material in the amount that was submitted for a five year period, (three years, plus two optional years).

IT IS ALSO RESOLVED that the contractor must provide, before starting work, all administrative documents required in the call for tenders.

FINALLY, IT IS RESOLVED that the necessary funds for financing this service will come from the general fund equally divided between budget items 02-451-12-446 and 02-452-12-446.

Carried

### **NOTICE OF MOTION**

Notice of motion is given by **Nancy Draper-Maxsom**, Councillor of the electoral district number **1** in the Municipality of Pontiac, that at a subsequent meeting there will be presentation of a by-law to modify the zoning by-law 177-01, aiming to regulate soil excavation and backfill operations in the Municipality of Pontiac.

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**16-04-2720**

### **REVISION OF THE RURAL ALLOCATION FOR THE CONSOLIDATION AND DELIMITATION OF THE URBAN PERIMETER**

WHEREAS the imminent filing of the Regional County Municipality Des Collines-de-l'Outaouais (the MRC) for government approval of the development plan;

WHEREAS the MRC is asking the local municipalities to decide on what their development priorities inside the rural consolidation activities are and to review the delimitations according to their visions of development within their respective territories;

WHEREAS natural and administrative anthropogenic limits in the development of the Municipality of Pontiac;

WHEREAS the specific request made by the MRC to the Municipality of Pontiac to review its request for expansion to the North of the urban perimeter;

WHEREAS the council members wish to meet the government's expectations without infringing upon the rights of the citizens of the Municipality of Pontiac;

It is

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

IT IS RESOLVED that the Municipal Council proposes to redefine the rural consolidation activities into two phases : Rural Consolidation # 1 and Rural Consolidation #2 and to assign them parts of the territory as shown in the Plan annexed and entitled *Révision de l'affectation Rurale de consolidation* (Review of the rural consolidation activities).

IT IS ALSO RESOLVED that the Municipal Council withdraws its application for the expansion of the urban perimeter to the North of route 148.

Carried

### **NOTICE OF MOTION**

Notice of motion is given by **Brian Middlemiss**, Councillor of the electoral district number **5** in the Municipality of Pontiac, that at a subsequent meeting there will be presentation of a by-law to modify zoning by-law 177-01 in order to include the mapping of the 0-20 year and 20-100 year flood zone of the Municipality of Pontiac and that it become an integral part of the by-law.

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**16-04-2721**

**APPLICATION FOR A MINOR VARIANCE TO ZONING BY-LAW NUMBER 177-01- AT 11 TERRY- FOX ROAD ON A LOCATION STANDARD OF AN EXISTING MAIN BUILDING WITH RESPECT TO THE RIGHT SIDE MARGIN**

WHEREAS a request for a minor variance has been submitted by the owner of 11 Terry-Fox road in order to regulate the non-conforming location of an existing main building;

WHEREAS the Planning Advisory Committee has studied this request during its meeting of September 21, 2015, and recommends granting the minor variance, due to the fact that, as in several other areas in the Pontiac, the area in question was developed in an uncontrolled manner in the past and without clear municipal regulations;

WHEREAS the location of the house at a distance of 1.21m and 1.32m in the right margin, instead of the 5 metres prescribed in the zoning by-law number 177-01, does not infringe upon the property rights of the owners of neighbouring properties;

WHEREAS a notice was published, in accordance with section 145.6 of the Act Respecting Land Use Planning and Development (LRQ, c A-19.1);

It is

Moved by : Dr. Jean Amyotte  
Seconded by : Edward McCann

AND RESOLVED that this Council grants the minor variance in order to regulate the derogatory location of the main building at 1.21m and 1.32m in the right margin instead of the 5 metres prescribed in zoning by-law 177-01.

Carried

**16-04-2722**

**APPLICATION FOR A MINOR VARIANCE TO SUBDIVISION BY-LAW NUMBER 178-01 AT 21 DE LA RIVIÈRE ROAD WITH RESPECT TO THE WIDTH STANDARD OF A LOT TO BE CREATED, FOLLOWING THE SUBDIVISION OF THE ORIGINAL LOT # 2 683 590**

WHEREAS a request for a minor variance has been submitted by the owner of 21 de la Rivière road in order to subdivide the original lot # 2 683 590 and to create two new lots;

WHEREAS the Planning Advisory Committee has studied this request during its meeting of February 29, 2016, and recommends granting the minor variance;

WHEREAS the intended subdivision does not infringe upon the property rights of the owners of neighbouring properties;

WHEREAS a notice was published, in accordance with section 145.6 of the Act Respecting Land Use Planning and Development (LRQ, c A-19.1);

It is

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

AND RESOLVED that this council grants the minor variance in order to allow the creation of a new lot with a surface area of 26, 325 m<sup>2</sup> and frontage of 32.71m instead of 45.00m as provided by subdivision by-law 178-01.

Carried

**16-04-2723**

**APPROVAL FOR THE CONTRIBUTION TO THE PARKS, PLAYGROUNDS AND NATURAL SPACES FUND IN THE CADASTRAL OPERATION PROCEDURE FOR 21 DE LA RIVIÈRE ROAD FOLLOWING THE SUBDIVISION OF THE ORIGINAL LOT # 2 683 590**

WHEREAS the subdivision request that was filed, aiming at subdividing the original lot 2 683 590;

WHEREAS the Act respecting Land Use Planning and Development enable, as a prerequisite for the issuance of certain building permits, or for the approval of a plan regarding a cadastral operation, a contribution for parks, playgrounds and natural spaces to be prescribed;

WHEREAS the contribution may be required as part of the enforcement of the subdivision by-law 178-01;

WHEREAS the Act respecting Land Use Planning and Development provides that the value of the land contribution must be established at the property owner's expense, by a certified appraiser, mandated by the Municipality;

WHEREAS the owner wishes to pay all contribution fees for the parks, playgrounds and natural spaces through a monetary contribution;

It is

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

AND RESOLVED that the Council accepts as the contribution for the parks, playgrounds and natural spaces, the payment in the amount established at \$8,170.00.

Carried

**16-04-2724**

**MINOR VARIANCE TO ZONING BY-LAW NUMBER 177-01 AT 322 LELIÈVRE ROAD ON THE LOCATION STANDARD OF AN EXISTING GARAGE WITH RESPECT TO THE FRONT MARGIN**

WHEREAS a request for a minor variance has been submitted by the owner of 322 Lelièvre road in order to regulate the non-conforming location of the existing garage;

WHEREAS the Planning Advisory Committee has studied this request during its meeting of February 29, 2016, and recommends granting the minor variance because of inaccurate information provided during the issuance of the permit;

WHEREAS the location of the garage at a distance of 7.02m in the front margin instead of the 10.00 metres prescribed in the zoning by-law 177-01 does not infringe upon the property rights of the owners of neighbouring properties;

WHEREAS a notice was published, in accordance with section 145.6 of the Act Respecting Land Use Planning and Development (LRQ, c A-19.1);

It is

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

AND RESOLVED that this council grants the minor variance in order to regulate the derogatory location of the garage at 7.02m instead of the 10.00 metres prescribed in the zoning by-law 177-01.

Carried

**16-04-2725**

**APPROVAL OF PHASE 1 OF THE PROPOSED SUBDIVISION OF LOT 2 683 360 – DOMAINE DES CHUTES PROJECT – PART OF THE LOT LOCATED BETWEEN THE STREAM AND HÔTEL-DE-VILLE ROAD, MUNICIPALITY OF PONTIAC**

WHEREAS a subdivision proposal has been submitted for approval in the month of December 2013;

**WHEREAS** under the subdivision by-law, the number of lots to be created subjects the whole project to a specific approval process starting with the Planning Advisory Committee's (PAC) recommendations followed by a decision from the Council;

**WHEREAS** the improvements brought to the initial project and the favourable recommendation from the Planning Advisory Committee (PAC);

**WHEREAS** the developer promises to share the results of the expertise produced as part of this project, particularly the study from CIMA<sup>+</sup> under the PROJECT N°G003399 dated October 7, 2014, the water analysis produced by Maxxam under file N° B410579 dated March 6, 2014 and the proposal of the recommended system for the water treatment by Apollon under bid N° 26822 dated April 2, 2014;

**WHEREAS** the developer promises to transfer lots 5, 6 and 7 as shown on the plan annexed hereto and constituting annex «1» as a land contribution for parks, playgrounds and natural spaces and to be responsible for making the arrangements of the land transfer to the municipal corporation of Pontiac;

**WHEREAS** the developer promises to pay the amount of \$70, 956.00, that is the equivalent of the balance in cash to reach the requested 10% as a contribution for parks, playgrounds and natural spaces, as prescribed in the subdivision by-law and as calculated by Mr. Stéphane Dompierre, certified appraiser – Report (N°/Ref. : 2015-15-0020);

**WHEREAS** the developer promises to pay the appraisal fees for the monetary part of the contribution for parks, playgrounds and natural spaces calculated by Mr. Stéphane Dompierre, certified appraiser – Report (N°/Ref. : 2015-15-0020);

It is

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

**AND RESOLVED THAT :**

The preamble is an integral part of this resolution;

**FURTHERMORE, IT IS RESOLVED THAT** the Municipal Council approves the plan proposed by the land surveyor Mr. Hubert Carpentier, under his minutes 5795, last correction dated April 8, 2016, provided that:

- The developer proceed with the subdivision in phases ;
- The developer starts subdividing and developing the first phase identified as Phase 1-A on the plan hereto attached as annex «1» ;
- The developer may start subdividing and developing the second phase identified as Phase 1-B hereto attached as annex «2» only when 50%+1 of the lots provided in Phase 1-A are built;
- The developer transfers lots 5,6 and 7, as a land contribution for parks, playgrounds and natural spaces, as shown on the proposed subdivision plan produced by Hubert Carpentier, land surveyor under his Minutes 5795 and to pay the fees for the transfer to the municipal corporation of Pontiac;
- The developer pays the monetary portion of the contribution for parks, playgrounds and natural spaces, as determined by Mr. Stéphane Dompierre, certified appraiser, that is the amount of \$ 70, 956.00;
- The developer signs the memorandum of understanding in compliance with the provisions of the municipal by-law 08-12;

**AMENDMENT**

**APPROVAL OF PHASE 1 OF THE PROPOSED SUBDIVISION OF LOT 2 683 360 –  
DOMAINE DES CHUTES PROJECT – PART OF THE LOT LOCATED BETWEEN  
THE STREAM AND HÔTEL-DE-VILLE ROAD, MUNICIPALITY OF PONTIAC**

**WHEREAS** a subdivision proposal has been submitted for approval in the month of December 2013;

**WHEREAS** under the subdivision by-law, the number of lots to be created subjects the whole project to a specific approval process starting with the Planning Advisory Committee's (PAC) recommendations followed by a decision from the Council;

**WHEREAS** the improvements brought to the initial project and the favourable recommendation from the Planning Advisory Committee (PAC);

**WHEREAS** the developer promises to share the results of the expertise produced as part of this project, particularly the study from CIMA<sup>+</sup> under the PROJECT N°G003399 dated October 7, 2014, the water analysis produced by Maxxam under file N° B410579 dated March 6, 2014 and the proposal of the recommended system for the water treatment by Apollon under bid N° 26822 dated April 2, 2014;

**WHEREAS** the developer promises to transfer lots 5, 6 and 7 as shown on the plan annexed hereto and constituting annex «1» as a land contribution for parks, playgrounds and natural spaces and to be responsible for making the arrangements of the land transfer to the municipal corporation of Pontiac;

**WHEREAS** the developer promises to pay the amount of \$70, 956.00, that is the equivalent of the balance in cash to reach the requested 10% as a contribution for parks, playgrounds and natural spaces, as prescribed in the subdivision by-law and as calculated by Mr. Stéphane Dompierre, certified appraiser – Report (N°/Ref. : 2015-15-0020);

**WHEREAS** the developer promises to pay the appraisal fees for the monetary part of the contribution for parks, playgrounds and natural spaces calculated by Mr. Stéphane Dompierre, certified appraiser – Report (N°/Ref. : 2015-15-0020);

It is

Moved by : Edward McCann  
Seconded by : Brian Middlemiss

**AND RESOLVED THAT :**

The preamble is an integral part of this resolution;

**FURTHERMORE, IT IS RESOLVED THAT** the Municipal Council approves the plan proposed by the land surveyor Mr. Hubert Carpentier, under his minutes 5795, last correction dated April 8, 2016, provided that:

- The developer proceed with the subdivision in phases ;
- The developer starts subdividing and developing the first phase identified as Phase 1-A on the plan hereto attached as annex «1», that is 20 lots ;
- The developer may start subdividing and developing the second phase identified as Phase 1-B hereto attached as annex «2» only when 50%+1 of the lots provided in Phase 1-A are built;
- The developer transfers lots 5,6 and 7, as a land contribution for parks, playgrounds and natural spaces, as shown on the proposed subdivision plan produced by Hubert Carpentier, land surveyor under his Minutes 5795 and to pay the fees for the transfer to the municipal corporation of Pontiac;
- The developer pays the monetary portion of the contribution for parks, playgrounds and natural spaces, as determined by Mr. Stéphane Dompierre, certified appraiser, that is the amount of \$ 70, 956.00;
- The developer signs the memorandum of understanding in compliance with the provisions of the municipal by-law 08-12;

Carried on a divided vote

Councillor Dr. Jean Amyotte votes against the resolution because he has concerns with the quality and quantity of water supply.



**16-04-2726**

**APPROVAL FOR THE CONTRIBUTION TO THE FUND FOR PARKS, PLAYGROUNDS AND NATURAL SPACES IN THE CADASTRAL OPERATION PROCEDURE AIMING AT SUBDIVIDING LOT NUMBER 2 683 360 – ORIGINAL LOT OF THE PROPOSED SUBDIVISION OF DOMAINE DES CHUTES**

WHEREAS the subdivision request that was filed, aiming at subdividing the original lot 2 683 360;

WHEREAS the Act respecting Land Use Planning and Development enables, as a prerequisite for the issuance of certain building permits, or for the approval of a plan regarding a cadastral operation, a contribution for parks, playgrounds and natural spaces to be prescribed;

WHEREAS the contribution may be required as part of the enforcement of the subdivision by-law 178-01;

WHEREAS the Act respecting Land Use Planning and Development provides that the value of the land contribution must be established, at the property owner's expense, by a certified appraiser, mandated by the Municipality;

WHEREAS that under section 2.1.2 of the subdivision by-law, all fees for the land transfer for parks, playgrounds and natural spaces are entirely the responsibility of the owner-transferee;

It is

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

AND RESOLVED that the Council:

- Requires, as a land contribution, the lots 5, 6 and 7 as shown on the proposed subdivision plan of Mr. Hubert Carpentier, land surveyor, under his Minute 5795, last correction dated April 8, 2016;
- Requires, as a monetary contribution, the payment in the amount of \$70,956.00, established by the certified appraiser – Report No/Ref. : 2015-15-0020 ;
- Requires the reimbursement of the fees paid to establish the amount of the monetary portion of the contribution fees for parks, playgrounds and natural spaces of \$2, 299.50 - Invoice # 6573 dated November 5, 2015 ;
- Requires the transfer of the title deeds of lots 5, 6 and 7 to the municipal corporation of Pontiac, and this, at the expense of the owner-transferee.

Carried

**NOTICE OF MOTION**

Notice of motion is given by **Brian Middlemiss**, Councillor of the electoral district number **5** in the Municipality of Pontiac, that at a subsequent meeting there will be adoption, according to the formalities provided by Law, of modifications to the price setting by-law 02-15 in order to introduce new prices applicable to requests with respect to the SPAI and the use of mapping in the flood zones.

**16-04-2727**

**DRAFT BY-LAW NUMBER 605-2016 PERTAINING TO THE SITE PLANNING AND ARCHITECTURAL INTEGRATION PROGRAMS (SPAI) – DOMAINE DES CHUTES**

WHEREAS the subdivision request that was filed in order to subdivide the original lot 2 683 360;

WHEREAS the PAC's recommendation to adopt a by-law regarding the site development and architectural integration of the proposed Domaine des Chutes site;

WHEREAS the Municipality considers that supervision of the site development and architectural integration of the site is necessary for the quality of the built environment and the surroundings;

WHEREAS the Act respecting Land Use Planning and Development enables a local municipality to supervise the site development and architectural integration with the help of a specific by-law on the subject;

It is

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

AND RESOLVED that the Council decrees and adopts the following :

**DRAFT BY-LAW NUMBER 605-2016 PERTAINING TO THE SITE PLANNING AND ARCHITECTURAL INTEGRATION PROGRAMS (SPAI) – DOMAINE DES CHUTES**

**CHAPTER 1 DECLARATORY AND INTERPRETATIVE PROVISIONS**

**SECTION 1: DECLARATORY PROVISIONS**

**TITLE OF THE BY-LAW**

The by-law is entitled “by-law pertaining to the site planning and architectural integration programs”.

**SUBJECTED TERRITORY**

The by-law applies to the following zone(s), part(s) of zone(s), sector(s):

- 1° Domaine des Chutes project as delimited in the ATTACHED PLAN (SPAI-01)

**SUBJECTED INTERVENTIONS**

The interventions subjected to the implementation of the present by-law are the following:

- 1° The construction of a main building, an accessory building or any work of any nature whatsoever;
- 2° The exterior renovation of a main building, an accessory building or any work of any nature whatsoever, except for the maintenance work designed to replace any authorized material of the same type;
- 3° Any addition to a main building, to an accessory building or to any work of any nature whatsoever ;
- 4° Any project that involves planting or cutting one or several trees ;

**SECTION 2: INTERPRETATIVE PROVISIONS**

**RULES OF PRECEDENCE**

In case of any incompatibility between two regulatory provisions, the specific provision prevails over the general provision.

In case of any divergence between two provisions, the most restrictive one shall apply.

**TERMINOLOGY**

For the interpretation of the by-law, unless the context indicates otherwise, all terms have the meanings assigned to them in *By-law number 176-01 pertaining to the Administration and interpretation of planning regulations*. If a word or a term is not specifically defined, it must be interpreted as per its common dictionary definition.

**SECTION 3: ADMINISTRATIVE PROVISIONS**

**IMPLEMENTATION OF THE BY-LAW**

The designated civil servant is responsible for the implementation of the by-law.

**POWERS AND DUTIES OF THE DESIGNATED CIVIL SERVANT**

The powers and duties of the designated civil servant are defined in *By-law number 176-01 pertaining to the Administration and interpretation of planning regulations*.

## RECOURSE, SANCTIONS AND LEGAL PROCEEDINGS

The provisions related to recourse, sanctions and legal proceedings are those provided in *By-law number 176-01 pertaining to the Administration and interpretation of planning regulations*.

## INFORMATION AND DOCUMENTS REQUIRED

Any application under this by-law must include the information related to the distance of a construction or a planned structure:

- 1° In relation to property lines ;
- 2° For any existing or planned structure within the same site, as well as on adjoining sites;
- 3° For any existing or planned access;
- 4° From a water course ;
- 5° For any combination of forests or trees on the same site, or on an adjoining site;

Any application under this by-law must include the information related to the volume measurement, notably:

- 1° A 3 dimension (3D) model highlighting the object of the request compared to the other planned or existing elements ;

Any application under this by-law must include the information related to any cutting or planting of trees:

- 1° An inventory of existing trees and a presentation of the countervailing measures (plantations) if there is a cut;

Any application under this by-law must include the information related to all architectural details and color selections:

- 1° Of the planned building or structure;
- 2° Document allowing a comparison of architectural elements of the planned structures with the current styles, on the same site and on adjoining ones;

## PROCESSING AN APPLICATION

All applications must comply with the following procedures for approval:

- 1° Filing of the documents required under this by-law;
- 2° Fees required for analyzing and processing the application;
- 3° Transfer of the application to the Planning Advisory Committee (PAC) for study and recommendations ;
- 4° Proceedings of the Municipal Council;
- 5° Issuance of the permit, if applicable.

## CHAPTER 2 OBJECTIVES AND CRITERIA FOR A SUBJECTED PROJECT

### ARCHITECTURAL INTEGRATION AND HOMOGENEITY OF THE BUILT ENVIRONMENT

#### OBJECTIVES AND CRITERIA RELATING TO THE ARCHITECTURAL INTEGRATION AND HOMOGENEITY OF THE BUILT ENVIRONMENT

The projects are evaluated for the purpose of observing the objectives and criteria found in the following table:

**TABLE 1**

<b>OBJECTIVES</b>	<b>ASSESSMENT CRITERIA</b>
To favor a harmonious layout of templates and volume measurements of the buildings.	<ol style="list-style-type: none"><li>a) Avoid architectural replicas between main buildings on two adjoining or neighbouring lots;</li><li>b) The volume measurement of a building must be in step with the context in which it falls in, and must not show any sudden deviations from the existing heritage on adjoining lots;</li><li>c) The main buildings set on angular properties within a development project must be located as much as possible, on an angle of approximately 45 degrees.</li></ol>

<b>OBJECTIVES</b>	<b>ASSESSMENT CRITERIA</b>
To favor exterior finishes that are inspired by the surrounding environment.	<ul style="list-style-type: none"> <li>a) The colors chosen must correspond with natural earth-tone colors: i.e. tints of brown and red representing the soil, and tints of green representing the vegetation;</li> <li>b) The preferred materials used for exterior finishes are brick, stone and wood;</li> <li>c) A maximum of 3 color tones are authorized;</li> <li>d) The architectural treatment should be consistent on at least 2 of the building's façades;</li> <li>e) The architectural treatment of accessory buildings must be similar to the main building, with the possibility of using only one material of one color tint.</li> </ul>

**SECTION 1: VISUAL OPENINGS ONTO THE GATINEAU PARK**

**OBJECTIVES AND CRITERIA RELATING TO VISUAL OPENINGS ONTO THE PARK**

The projects are evaluated for the purpose of observing the objectives and the criteria found in the following table:

**TABLE 2**

<b>OBJECTIVES</b>	<b>ASSESSMENT CRITERIA</b>
1° To favor, whenever possible, a visual opening onto the Gatineau Park.	<ul style="list-style-type: none"> <li>a) The height of accessory buildings such as a garage or a shed shall not exceed 50% of the height of the main building;</li> <li>b) The axis of the main building shall, as much as possible, be on the same central axis perpendicular to the front property line.</li> </ul>

**SECTION 2: PROTECTION OF THE ENVIRONMENT AND NATURAL AREAS**

**OBJECTIVES AND CRITERIA RELATING TO THE PROTECTION OF THE ENVIRONMENT AND NATURAL AREAS**

The projects are evaluated for the purpose of observing the objectives and the criteria found in the following table:

**TABLE 3**

<b>OBJECTIVES</b>	<b>ASSESSMENT CRITERIA</b>
1° To promote a location that fosters respect for the natural environment.	<ul style="list-style-type: none"> <li>a) The location of buildings allows to maximize the preservation of mature trees and the existing plant cover;</li> <li>b) Opt for hedges as plant screens instead of fences between adjoining properties;</li> <li>c) Opt for layouts that will minimize access to the stream;</li> <li>d) The <u>only</u> access to a property is via its main access road (driveway).</li> </ul>
2° Favor technologies and options that are friendly to the environment and natural areas.	<ul style="list-style-type: none"> <li>a) The supply of potable water and the disposal of wastewater must have a minimum impact on the natural environment and groundwater reserves;</li> </ul>

OBJECTIVES	ASSESSMENT CRITERIA
	b) The use of renewable energy is strongly encouraged. Eg.: solar panels; c) Environmental initiatives, such as composting equipment, green roofs or the use of DEL lights are encouraged.
3° Mitigate sources of visual pollution on the surrounding environment.	a) The exterior lighting of properties must be localized, and any dispersal of light beams towards the sky or other properties must be avoided; b) Any telecommunication equipment must not be visible from the public road; c) Any modification to the topography of the natural terrain is prohibited; d) Signs or postings of any kind whatsoever is prohibited; e) Construction work cannot extend over a period of more than 18 months.

**CHAPTER 3            FINAL PROVISIONS**

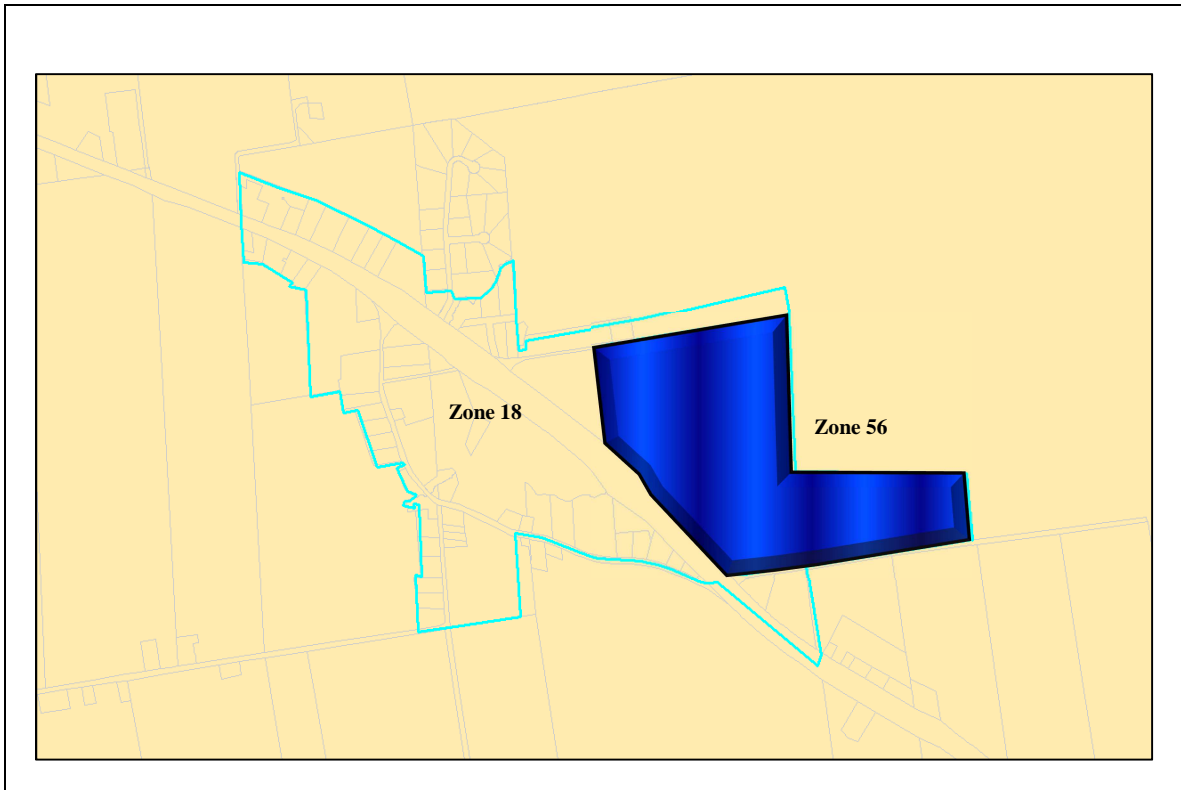
**ENTRY INTO EFFECT**

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

Carried

# APPENDIX I

## SPAI-01



16-04-2728

**RESOLUTION TO ADOPT DRAFT BY-LAW NUMBER 177-01-01-2016 TO MODIFY ZONING BY-LAW #177-01 AIMING TO CREATE ZONE 56 WITHIN ZONE 18, TO AUTHORIZE THE “RESIDENTIAL (R1)” USAGE CATEGORY IN COMPLIANCE WITH THE GENERAL PROVISIONS OF THE ZONING BY-LAW AND THE SPECIFIC PROVISIONS APPLICABLE TO THE NEWLY CREATED ZONE**

WHEREAS the application for a subdivision submitted in view of subdividing the original lot 2 683 360 – Domaine des Chutes project;

WHEREAS the PAC’s recommendation to adopt modifications to the zoning by-law in order to provide a better control over the usage foreseen in the new zone;

WHEREAS the municipality deems that the development standards and usage provided for in the original zone (18) do not meet the usage of the residential site in the future Domaine des Chutes project;

WHEREAS the Act Respecting Land Use Planning and Development empowers a local municipality to govern, prohibit and change its planning by-laws in compliance with the terms provided by the Law;

It is

Moved by: Nancy Draper-Maxsom

Seconded by: Brian Middlemiss

AND RESOLVED that the Council decrees the following:

**FIRST DRAFT BY-LAW NUMBER 177-01-01-2016**

**SECTION I AMENDMENTS TO THE TABLES OF SPECIFICATIONS**

1. The zoning by-law 177-01 is modified with the insertion of a new table of specifications under the number (56), to follow table (55);

2. The table of specifications (56) specifically authorizes :

- 1° The « Residential (R1) » category which includes all detached single family dwellings with one housing unit, as well as the standards for site development and the special provisions referring to them.

The table of specifications for zone (56) attached herein as « Appendix I », is an integral part of this by-law, as if it were reproduced in its entirety.

## **SECTION II AMENDMENTS TO THE ZONING PLAN**

3. The zoning plan in by-law number 177-01 is modified by the creation of a new zone (56) as a part of zone (18), illustrated in plan number 1 attached herein, as “Appendix II”, as if it were reproduced in its entirety.

## **SECTION III AMENDMENTS TO THE TEXT IN THE ZONING BY-LAW**

4. Section 4.4.3.2 is modified by adding the new zone 56 to those listed, in order to be able to implement the standards for the separation distances along Highway 148 of the former zone 18 to the newly created zone.

Section 4.4.3.2 will read as follows :

«

### **4.4.3.2 BORDERING HIGHWAY 148, IN THE USAGE ZONES DESCRIBED BELOW**

Any new building may be constructed at a minimum distance of 10 metres.

Usage zones for multi-functional and secondary services

- Zone 4 of the PZ-01 zoning plan
- Zone 13 of the PZ-01 zoning plan
- Zone 18 of the PZ-01 zoning plan
- Zone 28 of the PZ-01 zoning plan
- Zone 39 of the PZ-01 zoning plan
- Zone 41 of the PZ-01 zoning plan
- Zone 200 to 209 of the PZ-01-02 zoning plan
- **Zone 56 of the PZ-01 zoning plan**

»

## **SECTION IV FINAL PROVISIONS**

5. **ENTRY INTO EFFECT**

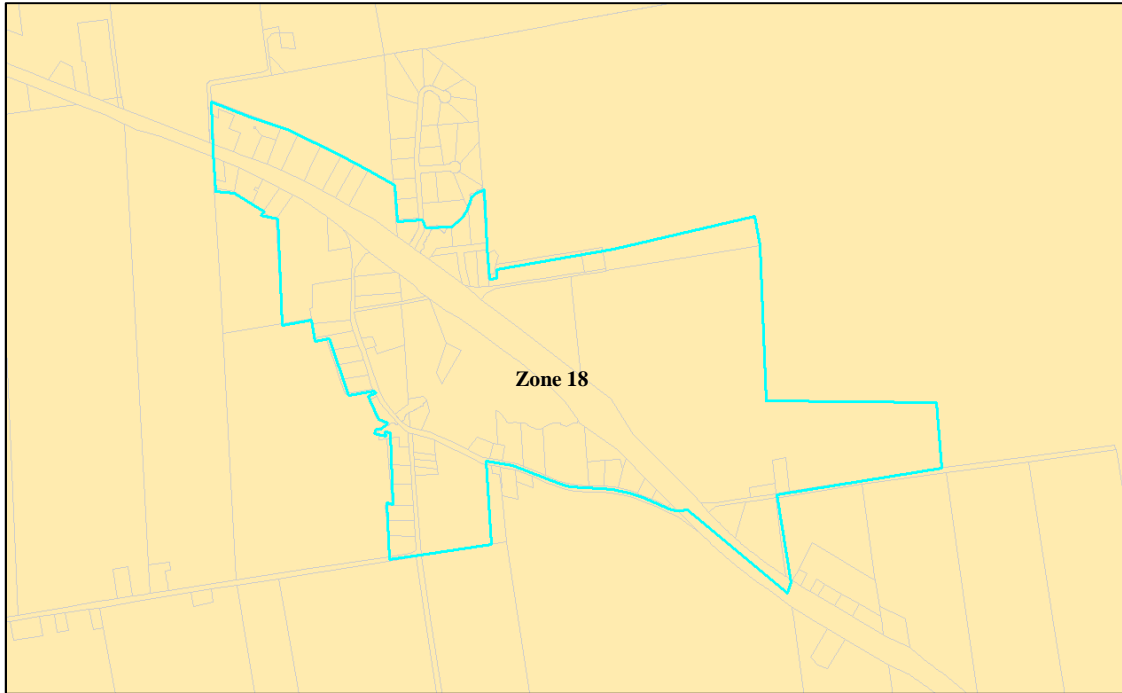
The by-law will enter into effect following the procedures provided by the Law.

Carried

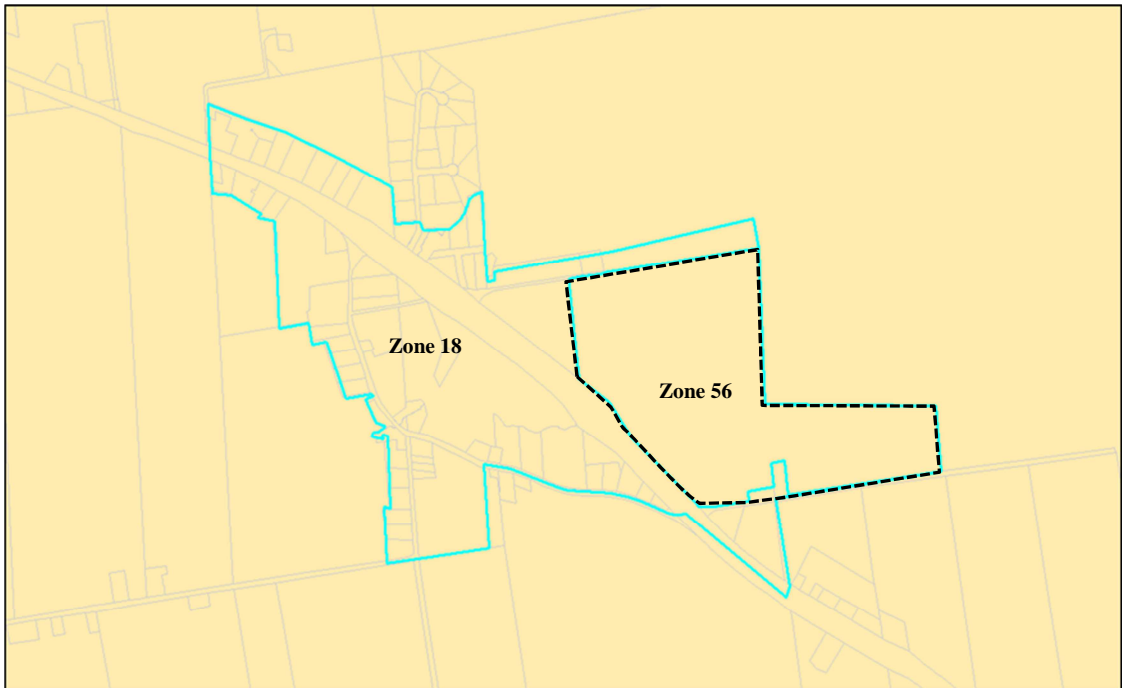
**APPENDIX I  
ZONING PLAN**

Proposed modification through By-law #177-01-01-2016

Before



After





**APPENDIX II**  
**TABLE OF SPECIFICATIONS – Zone 56**

<b>Table of specifications</b>		Notes and Standards
1 Dwelling unit	R1	X
Front setback – main and accessory buildings - (metres)		10
Side setback – main and accessory buildings - (metres)		5
Rear setback – main and accessory buildings - (metres)		5
Setback -Highway 148 - section 4.4.3 to 4.4.3.3		X
Height - Residential (stories) min/max		1/2
Floor area - min/max (m <sup>2</sup> )		175/300
<b>SPECIAL PROVISIONS</b>		
<ul style="list-style-type: none"> <li>a) Parking of heavy or service vehicles as specified in section 4.9.11 of the zoning by-law 177-01 is prohibited;</li> <li>b) Services of professional offices only, operating within the main building are authorized as a complementary use to the main residential use; and this is without any display or storage;</li> <li>c) The complementary use of a Bed and Breakfast as specified in section 3.9.3 of the zoning by-law 177-01 is prohibited;</li> <li>d) The number of accessory buildings is limited to 3;</li> <li>e) The distance between accessory buildings and the main building is 4 metres minimum;</li> <li>f) Only one access or driveway per property is permitted. This access cannot be on Highway 148 and, in no circumstances, shall access be given onto NCC property;</li> <li>g) The installation of a pool is prohibited in front yards, and in back yards that are facing Highway 148 or the entrance to Gatineau Park;</li> <li>h) Construction, work, uses or tree felling is prohibited on the non-deforestation and non-construction easements of lots with access to a creek;</li> </ul>		

**16-04-2729**

**DELEGATION OF AUTHORITY TO THE SECRETARY-TREASURER OF THE MUNICIPALITY OF PONTIAC, MR. BENEDIKT KUHN, TO CONVENE PUBLIC MEETINGS AS PROVIDED BY SECTION 125 OF THE ACT RESPECTING LAND USE PLANNING AND DEVELOPMENT**

WHEREAS according to the Act respecting Land Use Planning and Development, the Council may delegate to the Secretary-Treasurer the task of convening public meetings;

It is

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

IT IS RESOLVED that the Municipal Council delegate to Mr. Benedikt Kuhn, Secretary-Treasurer of the Municipality of Pontiac, the powers provided in section 125 of the Act respecting Land Use Planning and Development.

Carried

**16-04-2730**

**CONTRACT EXTENSION – COMMUNITY DEVELOPMENT OFFICER**

WHEREAS resolution # 15-09-2521 providing the hiring of Mrs. Meghan Lewis, for a period of ten months;

WHEREAS this period ends on June 23, 2016;

WHEREAS management recommends extending the contract in order to continue with the preparation of priority files under PALSIS;

It is

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

AND RESOLVED to extend the work contract of Mrs. Meghan Lewis until December 31, 2016, under the same conditions previously agreed upon between the two parties.

Carried

**16-04-2731**

**POLICY FOR THE RECOGNITION AND SUPPORT TO ORGANIZATIONS – FINANCIAL ASSISTANCE**

WHEREAS the requests for financial assistance from the cultural, community and recreational associations for 2016 under the Policy for the recognition and support to organizations;

WHEREAS the study carried out by the Council when preparing the budget;

It is

Moved by: Dr. Jean Amyotte  
Seconded by: Edward McCann

AND RESOLVED THAT Council grants financial assistance to the following recreational organizations for a total amount of \$23, 000.00:

1. Pontiac Artists Association	\$1,000.00
2. Canada Day Committee	\$2,000.00
3. Groupe Action Jeunesse	\$6, 000.00
4. Le Grenier des Collines	\$2, 000.00
5. Luskville Golden Age Club	\$1, 000.00
6. Quyon Family Centre	\$2, 000.00
7. Municipality of Pontiac Parents of children aged 0-5	\$2, 000.00
8. Quyon Sports and Recreation	\$4, 000.00
9. Des Collines Senior's Round Table	\$1, 000.00
10. Under the Pines music Festival	\$2, 000.00

IT IS FURTHER RESOLVED THAT the conditions established to obtain these amounts be sent to the organizations involved, along with the first payment of the said financial assistance.

Carried

**16-04-2732**

**PONTIAC ARTISTS' ASSOCIATION – REQUEST FOR SPONSORSHIP**

WHEREAS the Pontiac Artists' Association publishes each year a brochure to promote various organizations and people working in the region's artistic field;

WHEREAS the request for sponsorship to that effect;

It is

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

AND RESOLVED THAT the Municipality contributes an amount of \$125.00 as a sponsor for the brochure published by the Pontiac Artists' Association.

IT IS ALSO RESOLVED that the amount will be taken from budget item # 02 701 90970.

Carried

**16-04-2733**

**QUYON ENSEMBLE (JAMFEST) – REQUEST FOR SPONSORSHIP**

WHEREAS Quyon Ensemble is asking the municipality to sponsor the JamFest, an important sociocultural event in the municipality;

WHEREAS this request for sponsorship includes a visibility plan;

It is

Moved by: Edward McCann  
Seconded by: Dr. Jean Amyotte

AND RESOLVED THAT the Municipality contributes the sum of \$500.00 as a major sponsor.

IT IS ALSO RESOLVED that this sum will be taken from budget item # 02 701 90970.

Carried

**PUBLIC QUESTION PERIOD**

Mo Laidlaw

- Requests to see the plan regarding item # 9.2
- Requests explanation about the meaning of the word anthropogenic

James Eggleton

- Asks the meaning of the words excavation and backfill at item # 9.1
- Asks the reason for the absence of Mrs. Pontiroli and Mr. Howard, Councillors
- Congratulates the Public Works Department in general and especially for the maintenance of Alary road
- Asks the reason for installing magnetic key operated door locks
- Asks about the contract duration for the new contractor regarding the collection of residual materials, and if there will be any improvements
- Questions regarding Domaine des Chutes and the SPAI

**16-04-2734**

**CLOSING OF THE MEETING**

It is

Moved by: Edward McCann  
Seconded by: Dr. Jean Amyotte

AND RESOLVED to close the meeting at 9:09 p.m. having gone through the agenda.

Carried

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MAYOR

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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».*