

**PROVINCE OF QUEBEC  
MUNICIPALITY OF PONTIAC**

MINUTES of the regular Municipal Council meeting held on Tuesday, May 10, 2016 at 7:30 p.m. at the Breckenridge Fire Hall, located at 1491 Route 148, Pontiac. Those who were present:

Roger Larose, Mayor, Brian Middlemiss, Pro-Mayor and Councillors Nancy Draper-Maxsom, Edward McCann, Inès Pontiroli 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 absence: Thomas Howard, Councillor.

The meeting began at 7:30 p.m.

**FLOOR TO THE PUBLIC AND QUESTION PERIOD**

- |                |  |
|----------------|--|
| David Birt     | - Mentions violations at Pontiac Bay   |
| Alain Tanguay  | - Drainage problems on Asaret road<br>- Questions regarding the borrowing by-law for the Community Center in Quyon |
| -----          | - Stop signs on Terry-Fox road<br>- Fishing shacks   |
| Susan Birt     | - Camper parking   |
| Miguel Tessier | - Speed problems on Dubois road  |

**16-05-2737**

**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 April 12, 2016 and of the special meeting of April 19, 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 May
  - 5.5 Tabling of the report regarding the delegation of authorized expenditures
  - 5.6 Expenditure imputation to the borrowing by-law for phase I of the la Montagne road
  - 5.7 Write-off of bad debts
  - 5.8 Notice of motion – Borrowing by-law which decrees a loan and expense for the construction of a Community Center in Quyon
  - 5.9 Tabling of the borrowing by-law no. 05-16 which decrees a loan and expense for the construction of a Community Center in Quyon
  - 5.10 Registration of the rights of the Municipality of Pontiac with respect to a property awarded to the Municipality
  - 5.11 Contribution - Russell road
  - 5.12 Notice of motion – Draft by-law for the redistribution of the electoral districts
  - 5.13 Tabling of draft by-law 07-16 for the redistribution of the electoral districts
  - 5.14 Notice of motion – By-law to modify by-law 12-09 decreeing a tax imposition to finance the 9-1-1 emergency centres
  - 5.15 Tabling of by-law 06-16 to modify by-law 12-09 decreeing a tax imposition to finance the 9-1-1 emergency centres

- 5.16 Tabling of the budgetary and accounting comparative statements of the revenues and expenditures
- 5.17 End of intercity transportation service by Thom Transport Ltd
- 6. Public security**
  - 6.1 Notice of motion - Standardized by-law 16-RM-05 to set standards with respect to fire safety
  - 6.2 Tabling of the standardized by-law 16-RM-05 to set standards with respect to fire safety
- 7. Public works**
  - 7.1 Work - Des Oies road
  - 7.2 Purchase of dust suppressant
  - 7.3 Action plan for the elimination of reversed connections
  - 7.4 Call for tenders – machinery rental with or without operator
  - 7.5 Equipment and machinery rental
  - 7.6 Grading in the Quyon sector
- 8. Public hygiene**
  - 8.1 Notice of motion - By-law to determine the procedures for the implementation of tertiary treatment systems with ultraviolet radiation disinfection of an isolated residence in the Municipality of Pontiac
- 9. Urban renewal and zoning**
  - 9.1 Adoption of the second draft of by-law number 177-01-01 2016 modifying the zoning by-law number 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
  - 9.2 Notice of motion - Draft by-law with respect to the site planning and architectural integration program (SPAI) 605-2016 adopted on April 12, 2016, to the effect that at a subsequent meeting there will be adoption of a by-law of the same type and administrative number
  - 9.3 By-law number 02-15-03-2016 to modify by-law 02-15 with respect to price setting of municipal permits and certificates
  - 9.4 Adoption of the draft by-law 177-01-02-2016 for the insertion of the new map of the 0-20 and 100 year flood zones and the imposition of a new standard procedure with respect to the excavation and backfill operation
  - 9.5 Request for a minor variance to subdivision by-law 178-01 at 28 Elm road with respect to the subdivision of lot 4 910 806
  - 9.6 Request for a minor variance to zoning by-law 177-01 at 2082 Gauvin with respect to an encroachment in the riverbank protection zone, this without going over the minimum required by provincial standards
  - 9.7 Notice of motion – Modifications to by-law 177-01 which will particularly establish standards and a clear regulatory framework to address the regulatory gap with respect to water debit and quality.
  - 9.8 Notice of motion – Modifications to by-law 176-01 with respect to the required documents and expert reports for the issuance of a permit or a certificate for work or subdivisions.
- 10. Recreation and culture**
  - 10.1 Policy for the recognition and support to organizations – Financial assistance
  - 10.2 Heritage Route – Budget review
  - 10.3 PALSIS
  - 10.4 Lac Philippe – Complementary passes
  - 10.5 Elimination of beaver dams and rehabilitation of Lac Curley road
- 11. Miscellaneous**
- 12. Various reports and correspondence**
  - 12.1 Tabling of various municipal reports:
    - a) animals
    - b) Statistics - Firefighters
- 13. Tabling of the registre of correspondence**
  - 13.1 Register of the correspondence received in April 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 additions:

- Item # 7.7 - Dubois road
- Item # 12.1 c) - Letters from the Mayor, Mr. Roger Larose

Carried

**16-05-2738**

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

It is

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

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

**AMENDMENT**

**ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD ON APRIL 12, 2016**

It is

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

AND RESOLVED TO adopt the minutes of the regular meeting held on April 12, 2016.

Carried

**16-05-2739**

**ADOPTION OF THE MINUTES OF THE SPECIAL MEETING OF APRIL 19, 2016**

It is

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

AND RESOLVED TO adopt the minutes of the special meeting held on April 19, 2016.

The vote is requested:

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

Rejected

Councillor Dr. Jean Amyotte votes against the resolution because he does not think that the Minutes of the meeting reflect the events of April 19, 2016.

**16-05-2740**

**BUDGETARY TRANSFERS (MAY 2016)**

It is

Moved by: Brian Middlemiss  
Seconded by: Inès Pontiroli

AND RESOLVED THAT the Municipality carry out the budgetary transfers as described on the attached list in the amount of **\$4,852.85**

Carried

**16-05-2741**  
**LIST OF INVOICES TO PAY**

It is

Moved by: Inès Pontiroli  
Seconded by: Brian Middlemiss

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to **\$55,796.84** (see appendix) for the period ending on April 30, 2016 and to debit budget posts related to the expenses mentioned on said list.

Carried

**16-05-2742**  
**LIST OF FIXED AND PRE-APPROVED EXPENSES**

It is

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

AND RESOLVED THAT this Council approves the list of disbursements and withdrawals done from March 31, 2016 to April 27, 2016 all for a total amount of **\$439,547.32** (see appendix).

Carried

**16-05-2743**  
**LIST OF INCURRED EXPENSES FOR THE MONTH OF MAY 2016**

It is

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

AND UNANIMOUSLY RESOLVED to accept the incurring expenses that appear in appendix A (see file 102-102), for a total amount of **\$84,769.62** taxes included.

Carried

**Tabling of the report regarding the delegation of authorized expenditures from March 31 to April 27, 2016.**

**16-05-2744**  
**EXPENDITURE IMPUTATION TO THE BORROWING UMBRELLA BY-LAW # 05-15 FOR MUNICIPAL WORK**

It is

Moved by: Brian Middlemiss  
Seconded by: Inès Pontiroli

AND RESOLVED that this Council approves the attached list of the expenditures attributed to budget item # 23-040-15-721 for the rehabilitation of de la Montagne road for a total of \$10,755.60 as of December 31, 2015 to be financed by the borrowing by-law #05-15.

Carried

**16-05-2745**  
**WRITE- OFF OF BAD DEBTS**

WHEREAS it is necessary to write-off certain bad debts from the Municipality's general ledger in order to provide an accurate picture of the Municipality's finances;

It is

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

AND RESOLVED THAT this Council agrees to write-off \$1, 710.20 of bad debts, as listed on Appendix A attached hereto.

Carried

### **NOTICE OF MOTION**

Notice of motion is given by **Edward McCann**, Councillor of the electoral district number 2 in the Municipality of Pontiac that, at a subsequent meeting, there will be adoption of a borrowing by-law decreeing a loan and expense for the construction of a Community Center in Quyon.

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.)

### **TABLING OF BORROWING BY-LAW 05-16**

#### **“BY-LAW No. 05-16 WHICH DECREES A LOAN AND EXPENSE FOR THE CONSTRUCTION OF A COMMUNITY CENTER IN QUYON”**

**WHEREAS** the notice of motion of the present by-law has been duly given during a regular council meeting held on May 10, 2016;

**CONSEQUENTLY**, it is

Moved by:

Seconded by:

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

#### **BY-LAW No. 05-16 WHICH DECREES A LOAN AND EXPENSE FOR THE CONSTRUCTION OF A COMMUNITY CENTER IN QUYON”**

**ARTICLE 1:** The Council is authorized to spend an amount not exceeding **\$1, 500,000.00** for the purpose of this by-law, this amount including the fees, provincial taxes and unforeseen expenditures as shown on the detailed estimate prepared by Mr. Benedikt Kuhn, Director General, dated May 3, 2016 which is an integral part of this by-law as annex « A ».

**ARTICLE 2:** Council is hereby authorized to borrow a sum not exceeding **\$1, 500,000.00** including taxes, on a 20 year period for the purpose of paying the foreseen expenses by the present by-law.

**ARTICLE 3:** 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 and compensable real properties, a special tax at a sufficient rate according to the value of each taxable and compensable real property in the municipality will be deducted, as it appears on the municipality’s current assessment role.

**ARTICLE 4:** 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 5:** The present by-law will come into force in accordance with the law.

**16-05-2746**

**REGISTRATION OF THE RIGHTS OF THE MUNICIPALITY OF PONTIAC WITH RESPECT TO A PROPERTY AWARDED TO THE MUNICIPALITY**

WHEREAS on December 5, 2013, lots 313 and Pt. 312 of the Village of Quyon, as well as a building located at 1033 Clarendon road, have been awarded to Municipality of Pontiac during a sale of property for failure of tax payment;

WHEREAS the owner has not exercise his withdrawal rights within the allotted period;

It is

Moved by : Nancy Draper-Maxsom  
Seconded by : Edward McCann

AND RESOLVED that the Council mandates the Director General to resort to a notary for the transfer of the property in the name of the Municipality of Pontiac.

Carried

**Councillor Nancy Draper-Maxsom steps away from the table.**

**16-05-2747**

**CONTRIBUTION – RUSSELL ROAD**

WHEREAS Russell road has been extended 0.1 kilometres further, following the addition of a property at 4651 Russell ;

WHEREAS the Municipal annual contribution for the maintenance of tolerance roads is established in terms of road length ;

WHEREAS the annual contribution per kilometre is established at \$4000.00;

It is

Moved by : Edward McCann  
Seconded by : Brian Middlemiss

AND RESOLVED to award an additional \$400.00 to the Owners of Taber Beach Association, taking into account the extension of Russell road.

The vote is requested:

For: Brian Middlemiss  
Edward McCann

Against: Dr. Jean Amyotte  
Inès Pontiroli

Rejected

**Councillor Nancy Draper-Maxsom returns to the table.**

**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 draft by-law for the redistribution of the electoral districts in the Municipality of Pontiac.

The reading of the by-law is not necessary since the request for waiving the reading is done at the same time as the notice of motion and that a copy of the by-law has been immediately given to all present Council members and to the others, two juridical days before the meeting at which it 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 DRAFT BY-LAW 07-16**

### **DRAFT BY-LAW 07-16 TO ABROGATE BY-LAW 11-08 FOR THE REDISTRIBUTION OF THE ELECTORAL DISTRICTS IN THE MUNICIPALITY OF PONTIAC**

WHEREAS a notice of motion of the present draft by-law was given at the meeting held on May 10, 2016;

WHEREAS in accordance with the provisions of article 9 of the *Act regarding elections and referendums in municipalities* (L.R.Q., c. E-2.2), the number of electoral districts for the Municipality of Pontiac must be at least 6 and no more than 8;

WHEREAS the Municipal Council deems it appropriate and necessary to proceed to the redistribution of the electoral districts in order to meet the requirements of article 12 of the *Act regarding elections and referendums in municipalities* (L.R.Q., c. E-2.2), specifying that each electoral district must be delimited in a way that the number of voters in this district be neither greater nor less than twenty-five (25%) percent, as the case may be, to the quotient obtained by dividing the total number of voters in the municipality by the number of districts, unless approved by the Commission of representation;

It is

Moved by  
Seconded by

AND RESOLVED THAT the draft by-law no. 16-07 be adopted and that the division of the territory of the municipality be as follows:

#### **Detailed description of the electoral districts limits In effect for the 2017 municipal election**

The territory of the Municipality of Pontiac, which in January 2016 had a total of 4 392 resident voters and 186 non-resident voters, for a grand total of 4, 578 voters, is divided in 6 electoral districts (average of 763 voters per district), as defined and described hereafter, clockwise. Please note that unless otherwise specified, the center of traffic lanes and indicated boundaries constitute the actual limit.

#### **DIVISION INTO DISTRICTS**

**Section 1** - The territory of the Municipality of Pontiac is, by the present by-law, divided into six (6) electoral districts as described and delimited in the following:

##### **Electoral district number 1:**

Starting from a position located at the intersection of Kelly road and the North municipal limit; from there, one after the other, the following lines and boundaries: towards the East, the North and North-East municipal limits, the distant extension towards the North of the East limit of the property located at 224 Lebrun road, this last limit, Lebrun road, Route 148, the 5<sup>th</sup> Concession, the West and North municipal limits, and back to starting point.

This district has 703 voters for a difference with respect to the average, of -7,86% and a surface area of 259.81 km<sup>2</sup>.

##### **Electoral district number 2:**

Starting from a position at the triple intersection of the 3<sup>rd</sup> Concession, as well as Pontiac and Boom road; from there, one after the other, the following lines and boundaries: towards the West, the 3<sup>rd</sup> Concession, the East limit of the properties located at 1500 3<sup>rd</sup> Concession and 495 Clarendon street, the West and North limits of the property located at 7400 Route 148, its extension towards the East, the North limit of the property located at 1092 Murray road, the West limit of the properties located at 4804 Route 148 and 1265 and 1260 Clarendon street, the South municipal limit in the Ottawa River, the extension towards the East of the 3<sup>rd</sup> Concession, this last traffic lane, and back to the starting point.

This district has 599 voters, for a difference with respect to the average, of -21.49% and a surface area of 8.01 km<sup>2</sup>.

**Electoral district number 3:**

Starting from a position at the intersection Route 148 and of Kennedy road; from there, one after the other, the following lines and boundaries: towards the South- East, Route 148, Du Village road, Damas-Perrier road, de la Baie road, the North limit of the property located at 345 de la Baie road, and its extension towards the West, the South municipal limit in the Ottawa River, the West limit of the properties located at 1260 and 1265 Clarendon street as well as 4804 Route 148, the North limit of the property located at 1092 Murray road and its extension towards the West, the North and West limits of the property located at 7400 Route 148, the East limit of the properties located at 495 Clarendon street and 1500 3<sup>rd</sup> Concession, this last traffic lane and its extension towards the East, the South municipal limit (in the Ottawa River) and West municipal limit (amongst others on Gold Mine road South and North), the 5<sup>th</sup> Concession, Kennedy road, and back to the starting point.

This district has 589 voters, for a difference with respect to the average, of -22.80% and a surface area of 80.77 km<sup>2</sup>.

**Electoral district number 4:**

Starting from a position at the intersection of du Village and Damas-Perrier roads; from there, one after the other, the following lines and boundaries: towards the South-East, du Village road, Route 148, Pères-Dominicains road, de la Rivière road, the West limit of the property located at 93 de la Rivière road, the South municipal limit in the Ottawa River, the extension towards the West of the North limit of the property located at 345 de la Baie road, this last limit, la Baie road, Damas-Perrier road, and back to the starting point.

This district has 812 voters, for a difference with respect to the average, of + 6,42% and a surface area of 28.86 km<sup>2</sup>.

**Electoral district number 5:**

From a position starting at the intersection of the East municipal limit and Meech Lake road; from there, one after the other, the following lines and boundaries: towards the South, the East municipal limit (amongst others on Terry-Fox road), the North limit of the properties located at 187 Terry-Fox road as well as 1498 and 1500 Route 148, the East limit of the properties located at 1504, 1508 and 1510 Route 148, the East limit of the property located at 134 Soulière Crescent, the sections oriented South-North and East-West of the Crescent, Davis road, Maple road and its extension towards the West, the South municipal limit in the Ottawa River, the West limit of the property located at 93 de la Rivière road, this last road, Pères-Dominicains road, Route 148, Lebrun road, the East limit of the property located at 224 Lebrun road and its distant extension towards the North, the North-East and East municipal limits, and back to the starting point.

This district has 927 voters, for a difference with respect to the average, of +21,49% and a surface area of 118.84 km<sup>2</sup>.

**Electoral district number 6:**

From a position starting at the intersection of Maple road and Route 148; from there, one after the other, the following lines and boundaries: towards the East, Maple road, the sections oriented West-East and North-South of Soulière Crescent, the East limit of the property located at 134 Soulière Crescent, the East limit of the properties located at 1510, 1508 and 1504 Route 148, the North limit of the properties located at 1500 and 1498 Route 148 as well as 187 Terry-Fox road, the East municipal limit (on Terry-Fox road) and South municipal limits (in the Ottawa River), the extension towards the West of Maple road, and back to the starting point.

This district has 948 voters, for a difference with respect to the average, of +24.25% and has a surface area of 6,19 km<sup>2</sup>.

**MUNICIPALITY OF PONTIAC**

**Statistic summary of the electoral districts**



## In effect for the 2017 municipal election

District number	Name of the district	Surface area in km <sup>2</sup>	Qty resident voters	Qty non-resident voters	Total qty of voters	Difference - average	
						Qty voters	%
1		259,81	676	27	703	-60	-7.86%
2		8,01	588	11	599	-164	-21.49%
3		80,77	536	53	589	-174	-22.80%
4		28,86	741	71	812	+49	+6.42%
5		118,84	915	12	927	+164	+21.49%
6		6,19	936	12	948	+185	+24.25%
<b>Total</b>		<b>502,48</b>	<b>4 392</b>	<b>186</b>	<b>4 578</b>	<b>---</b>	<b>---</b>

### COMING INTO EFFECT

**Article 2** - The present draft by-law will come into effect in conformity with the law subject to the provisions of the *Act regarding elections and referendums in municipalities* (L.R.Q., c. E-2.2).

### NOTICE OF MOTION

Notice of motion is given by **Dr. Jean Amyotte**, Councillor of the electoral district number **6** in the Municipality of Pontiac that, at a subsequent meeting, there will be presentation of a by-law to modify by-law 12-09 decreeing a tax imposition to finance the 9-1-1 emergency centres.

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 BY-LAW 06-16

### BY-LAW 06-16 DECREEING A TAX IMPOSITION TO FINANCE THE 9-1-1 EMERGENCY CENTRES

It is

Moved by

Seconded by

AND RESOLVED THAT council decrees the following:

1. For the implementation of the present by-law, the following means :
  - 1° « client » : a person who subscribes to a telephone service for the purpose other than re-supplying telecommunication services ;
  - 2° « telephone service » : a telecommunication service which meets the following two conditions :
    - a) it allows to dial 9-1-1 in order to directly or indirectly reach a 9-1-1 call centre offering services in Québec ;

- b) it is supplied, on the local municipality's territory, by a supplier of telecommunication services.

When a telecommunication services supplier reserves one of its telephone services for its own use, as far as these services go, it is reputed as a client, as intended in sub-paragraph 1°.

For the implementation of sub-paragraph 2 b), the telecommunication service is reputed as supplied to the territory of the local municipality when the telephone number attributed to the client for the use of the service is comprised of a Québec regional code.

2. As of August 1<sup>st</sup> 2016, a tax will be imposed for supplying a telephone service in the amount of \$0.46 per month for each telephone service and for each telephone number, or by a start-up access line in the case of a multilingual service that is not being provided by Centrex.
3. The client must pay the tax each month it receives a telephone service at any given time.
4. The actual by-law comes into effect on the date of publication of a notice to that effect that the minister of Municipal Affairs has published in the *Québec official gazette*.

**Tabling of the budgetary and accounting comparative statements of the revenues and expenditures.**

**16-05-2748**

**END OF INTERCITY TRANSPORTATION SERVICE BY THOM TRANSPORT LTD**

WHEREAS Thom Transport Ltd, in a letter dated April 21, 2016, has made the announcement that it intends to make a request to the Quebec Transport Commission (QTC) to cancel the intercity transportation services between Isle-aux-Allumettes and Ottawa ;

WHEREAS this service is essential for several residents of the Municipality of Pontiac;

WHEREAS Thom Transport Ltd did not make all the necessary efforts to improve the service, the pricing, the publicity and the optimization of the buses being used;

WHEREAS Thom Transport Ltd has received public funds, in the past, to operate this route;

WHEREAS Thom Transport Ltd did not comply with the provisions linked to this financial assistance, particularly with respect to the transparency of the financial data;

WHEREAS Thom Transport Ltd has already refused purchase offers for this route ;

WHEREAS the collective transportation currently available from delegated organizations by the MRC of Pontiac and the MRC des Collines-de-l'Outaouais, that is TransporAction Pontiac and TransCollines, is already offering collective and adapted transportation services on the territory of the Municipality of Pontiac;

WHEREAS the Council finds that it will be beneficial for the population and users, to implement a public service similar to the one offered by the privately own business, Thom Transport Ltd.

WHEREAS a public service servicing Isle-aux-Allumettes to Gatineau will not be possible on a short-term basis ;

It is

Moved by : Brian Middlemiss  
Seconded by : Inès Pontiroli

AND RESOLVED that the Council informs Quebec Transportation Commission of its opposition regarding the imminent and complete service termination of the intercity transportation between Isle-aux-Allumettes and Ottawa currently offered by Thom Transport Ltd.

IT IS ALSO RESOLVED that the Municipality asks the QTC to temporarily extend Thom Transport Ltd's permit for the intercity route between Isle-aux-Allumettes and Ottawa in order to allow municipal authorities to implement a comparable public service.

Carried

## **NOTICE OF MOTION**

Notice of motion is given by **Inès Pontiroli**, Councillor of the electoral district number **5** in the Municipality of Pontiac that, at a subsequent meeting, there will be presentation of a standardized by-law in respect with fire safety for all the municipalities of the MRC des Collines-de-l'Outaouais.

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 STANDARDIZED BY-LAW 16-RM-05 TO SET STANDARDS WITH RESPECT TO FIRE SAFETY**

**WHEREAS** under section 62 of the Municipal Powers Act, the Municipality of Pontiac may adopt by-laws in terms of safety;

**WHEREAS** under chapter 1 of the Fire Safety Act, the Municipality has obligations or powers having for purpose the people and assets' protection against fire of all kind, with the exception of forestry resources which are protected under the Forest Act (L.R.Q. ,chapter F-4.1);

**WHEREAS** it is in the interest of the Municipality of Pontiac citizens' that the Council adopts such a by-law and get the advantage of these provisions;

**WHEREAS** a notice of motion has been given at the regular meeting of its Municipal Council held on May 10, 2016, to the effect that the latter would be submitted for approval;

**THEREFORE**, it is ordered and decreed by the Municipal Council of the Municipality of Pontiac and said Council orders and states the following, that is:

### **SECTION 1 – PREAMBLE**

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

### **SECTION 2 - DEFINITIONS**

#### **2.1 Heating and cooking devices**

Heating and cooking devices include any oven, stove, furnaces, any electrical appliances or systems, steam boilers, hot water boilers, forced air furnaces with or without heating duct, stove or fireplace fuelled by a solid, liquid or gas combustible.

#### **2.2 Propane room devices**

A propane room device is an appliance of less than 120 000 BTU approved by Canadian standards, intended for outdoor use.

#### **2.3 Smoke alarm**

A smoke alarm is a device designed with an incorporated sound or visual signal conceived to sound the alarm as soon as smoke is detected.

#### **2.4 Carbon monoxide alarm**

A carbon monoxide alarm is a device designed with an incorporated sound or visual signal conceived to sound the alarm as soon as carbon monoxide is detected.

## **2.5 (Propane and natural) gas alarm**

A (propane and natural) gas alarm is a gas warning device designed with a sound or visual signal conceived to sound the alarm as soon as propane or natural gas is detected inside a room or a suite where it is installed.

## **2.6 Chimney**

A chimney refers to a construction, usually vertical, containing one or several smoke ducts to evacuate outside combustion gas, that may be of different material, such as :

- a) **Masonry or concrete chimney** : Brick, stone, concrete or masonry blocks chimneys, built on site.
- b) **Prefabricated chimney** : Chimney made entirely of factory made material, designed to be assembled on site without processing.

## **2.7 Cords of firewood**

A firewood cord is defined by the following dimensions : 4 ft (1,2 m) X 8 ft (2, 4 m) X 16 in (40 cm).

## **2.8 National Fire Code (NFC)**

The National Fire Code of Canada 2010 and its amendments.

## **2.9 Connecting ducts**

One or several connecting ducts refer to pipes, meant for the evacuation of combustible gas, installed between the heating device and the evacuation duct or the chimney.

## **2.10 Smoke detector**

A smoke detector is a device designed to send a signal to the system or alarm panel (connected to a central) when the concentration of combustible products in the air exceed a predetermined level.

## **2.11 Automatic sprinkler**

An automatic sprinkler is a device designed and installed to work under certain determined conditions as a result of a fire.

## **2.12 Public place**

The words « public place » refer to any public property, traffic lane, public lot and municipal parks.

## **2.13 Clearance space**

The words « clearance space » refer to the space around a device or equipment that must be free of any construction, obstacle or combustible material.

## **2.14 Camp fire**

A camp fire is an open fire or a fire in a fireplace for recreational or entertainment purposes.

## **2.15 Family type fireworks**

Fireworks regulated by the Explosives Regulatory Division of Natural Resources Canada which allow sale to the general public.

## **2.16 Fireplace**

A fireplace is a devise used to burn a solid combustible of which at least one of the vertical side offers a big opening or that may be opened for the refuelling of combustible and viewing the flames.

## **2.17 Housing**

The word « housing » refers to, without restriction, accommodation, apartment, a camp, a cottage, a condominium, a refuge, a garage or a suite used for or intended to be used for residence for one or several individuals and which include sleeping facilities or installations to prepare and eat meals.

## **2.18 Master chimney sweeper**

Any individual or corporation, doing chimney sweeping within the Municipality's boundaries must be qualified according to the ACNOR B-601 standards or certified by the Heating Business Association (HBA).

## **2.19 Burning permit**

A burning permit is an authorization to make a fire in link with cleaning and deforestation of any land or for the control of insect pests of a non-commercial character.

## **2.20 Permit for using pyrotechnical items and fireworks**

A permit for using pyrotechnical items and fireworks is an authorization form issued by the Fire Safety Department, or any individual duly authorized, to allow the use of pyrotechnical items and fireworks. This authorization lists all the conditions that the applicant must respect.

## **2.21 Person**

Natural or legal person.

## **2.22 Firefighter**

Refers to the firefighters of the Municipality whose services are required.

## **2.23 Signpost**

Refers to a stake equipped with a sign to indicate the location of the fire hydrants, dry hydrant or water intakes.

## **2.24 Representative**

Any municipal employee designated by the Director of the Fire Safety Department.

## **2.25 Low risks**

« Low risks » refers to very small buildings, widely spaced, residential buildings of 1 or 2 accommodations, of 1 or 2 detached levels. The type of buildings are identified as warehouse, garages, detached single family homes of 1 or 2 accommodations, cottages, mobile homes and rooming houses of less than five people.

## **2.26 Medium risks**

« Medium risks » refers to buildings of a maximum of 3 levels with a maximum surface area of 600 m<sup>2</sup>. The type of buildings are identified as single family houses of 2 or 3 levels, buildings of 8 accommodations or less, rooming houses (5 to 9 rooms), Group F, division 3 (workshops, warehouses, show rooms, etc.).

## **2.27 High risks**

« High risks » refers to buildings of a surface area of more than 600 m<sup>2</sup>, buildings of 4 to 6 levels, places where the occupants are normally able to evacuate, places without significant hazardous material. The type of buildings are identified as commercial buildings, buildings of 9 accommodations or more, rooming houses (10 rooms or more), motels, Group F, division 2 industrial buildings (workshops, repair garages, printing plants, service stations, etc.), and agricultural buildings.

## **2.28 Very high risks**

« Very high risks » refers to buildings of more than 6 levels or poses a high risk of conflagration, places where the occupants cannot evacuate by themselves, places where an evacuation is difficult because of the high number of occupants, places where hazardous material may be found and places where the impact of a fire could affect the functioning of the community. The type of buildings are identified as business buildings, adjoining buildings in old neighbourhoods, hospitals, reception centers, supervised residences, detention facilities, commercial centers of more than 45 stores, hotels, schools, daycares and churches, Group F, division 1 industrial buildings (hazardous material warehouses, paint plants, chemical plants, mills, etc.) water treatment plants and port installations.

## **2.29 Room**

Room or hall located in a building which is opened to the public and used for meetings for all kinds of activities.

## **2.30 Fire Safety Department**

« Fire Safety Department (FCD) » or « service », used in the present by-law refers to the Municipality's Fire safety department.

## **2.31 Use**

A use refers to the way a building or part of a building and its accessory buildings are used or occupied as defined by the CNPI 2010 and its amendments.

## **SECTION 3 – GENERALITIES**

### **3.1 Fire prevention**

Each time that the Director of the FCD or his representative discovers conditions or materials that constitute a danger or a fire hazard in a building or on a property, he may give the order to remove said material or to remedy to the situation.

Failure to comply with these orders constitute a violation to the present by-law.

### **3.2 Enforcement of the by-law**

Peace officers of the MRC des Collines-de-l'Outaouais are authorized to enforce the present by-law and to initiate legal prosecutions against any offenders with respect to any provision of the present by-law. The Council authorizes the peace officers to issue violation notices to this end.

The Municipality authorizes the Director General and Secretary-Treasurer as well as any other designated individual to enforce the present by-law and to initiate legal prosecutions against any offenders with respect to any provision of the present by-law and consequently, authorizes these individuals to issue violation notice to that effect.

### **3.3 Duties of the service**

The FCD execute the following duties :

- a) Raises awareness amongst citizens regarding fire dangers and teaches what to do and what not to do in order to diminish the number of fires and loss of life and property;
- b) Enforces the application of by-laws regarding Fire Safety decreed by the Municipal Council under the powers vested in them by the Municipal Code and any safety by-laws entrusted by the Municipal Council;
- c) Establishes the intervention plans with respect to firefighting for the buildings where the low or medium risks are important and the sectors where there are high risk of conflagration;
- d) Upon request of the Urban Planning and the Sustainable Development and Environment Departments, transmits the requirements following the plan revision, the construction permit requests, renovation and business permits, in relation with Fire Safety by-laws mentioned in the present by-law;
- e) Intervenes in any emergency situations for which:

- It is authorized to intervene
- It has the required equipment

f) Completes all reports of general violations

### **3.4 National Fire Code (NFC)**

All provisions of the NFC, 2010 version, its amendments and appendices are an integral part herewith as if it were cited in its entirety and are applicable to low and medium risks.

### **3.5 Visits and location inspections**

- a) Any individual in charge of enforcing the present by-law has the authority to visit any residential, industrial, commercial, institutional building and public or accessory building to verify or inspect it for fire prevention, during the day, from Sunday to Saturday, between 8 a.m. and 8 p.m.
- b) In emergency cases, the visit or the inspection of lands and buildings could be done any day, at any time day or night.
- c) Any individual refusing or making it difficult a visit or an inspection is violating the present by-law.

### **3.6 Room capacity**

The Director of FSD or his representative has jurisdiction on the capacity of a place. He can control its conformity, that is, he may proceed to its evacuation or prohibits its access if:

- a) The number of people allowed inside is based on its assignment and is higher than the authorized number or;
- b) Fire safety standards are not respected and cannot be rectified before occupying it.
- c) The amount of occupants of any occupied building must be compliant with the standards established by the NFC and the present by-law. The premise's owner must provide a sign displaying the maximum amount of people legally admissible. This sign must be permanently displayed in a visible location close to the main entrances of the floor area of the room. The amount of people occupying the premises must not be higher than the maximum displayed.
- d) Failure to comply with the present section constitute a violation to the present by-law.
- e) Any owner of premises must display inside his premises a sign with the information required at section 3.6 of said by-law. The information required by section 3.6 must appear on the sign and the printing must be 50 millimetres high and 20 millimetres wide, minimum. These signs must correspond to the amount of people allowed inside the room.

For this purpose, the owner of the room must make the demand to the FSD or his representative in order to determine the capacity of people that can stay inside said room. Once the number is known, the owner must prepare a sign according to section 3.6 c) and display it inside said room.

- f) Commits a violation, the owner whom does not comply with section 3.6 of the present by-law.

To have a sign and to not display it in accordance with section 3.6 is a violation in itself.

To have a sign installed, but with the printing not corresponding to 3.6 e) is a distinct violation.

### **3.7 People's conduct**

Constitute a violation any individual impeding or making difficult the enforcement of the present by-law, or voluntary making an unfounded fire call.

An unfounded fire call refers to a call made when the individuals enforcing the present by-law have no intervention to do once on location.

### **3.8 Security perimeter**

It is prohibited to cross or to get inside an established security perimeter with a proper sign (cautionary tape, gate, etc.), established by any individual enforcing the by-law, unless being expressly authorized.

### **3.9 Acquired rights**

No acquired rights on a land or a construction can prevent the enforcement of a provision of the present by-law with respect to fire safety.

### **3.10 Water use**

During a fire, the Director of the FSD or his representative may proceed with a pumping operation from a neighboring static source that is, a pool, pond, lagoon or tank of any kind. It is understood that the Municipality will have to see that everything is back to normal after being finished.

## **SECTION 4 – FIRE PREVENTION**

### **4.1 Particular situations or risks constituting a fire hazard**

Following the Director of the FSD or his representative's recommendations, any individual must remedy without delay to any condition, situation or particular risks constituting a danger or a fire hazard either by using, storing inside or outside, lack of maintenance or simply with materials. Situations or specific risks constituting a fire hazard are the following :

- a) Storage of dangerous or illegal amount of combustible or explosive material or any other dangerous material.
- b) Hazardous conditions caused by the faulty or non-regulatory installation of material used for handling or using combustible or explosive material or any other dangerous material.
- c) Accumulation of garbage, old papers, boxes, grass, dry branches or any other flammable material.
- d) Accumulation of dust, or wastes in the air-conditioning or ventilation ducts, or of grease in the kitchen ventilation ducts and other locations.
- e) Obstruction in emergency exits, stairs, hallways, doors or windows that causes a nuisance for the intervention of the FSD or the evacuation of the occupants.
- f) Hazardous conditions created by a building or any other construction, cause by a lack of repair or an insufficient amount of emergency exits or other exits, of automatic sprinklers or other alarm or fire safety equipment, or because of the age or the dilapidated conditions of the building or for any other reason.
- g) Accumulation of material in the attics, staircases or common spaces is forbidden.
- h) Any decoration material which is not fire resistant cannot be put at less than 5 metres (15 feet) of any exits of said building.
- i) Electrical installation must be completed and maintain by an electrician.
- j) Electrical panels must be clear of any material for one (1) metre.



- k) Propane tank : it is prohibited to store or stock propane gas tank of more than 0,9 litre (1 lb) inside a housing unit.
- l) Usage of portable generator : that type of energy must only be used in temporary situations. The devices must be outside the buildings and located at a minimum of 4.5 metres (15 ft) of any opening (door, window, air intake...). The generator must be turned off before refuelling it. The user must comply with the manufacturer's recommendations.
- m) Failure to comply with the present section constitute a violation to the present by-law.

#### **4.2 Building, accommodation or vacant or abandoned unit**

The owner of any unoccupied building needs to ensure that all facilities are free of debris or flammable substance and must be exempt of any hazard that could hurt others. Furthermore, all openings must be properly closed and locked or barricaded to prevent unauthorized people to get in.

### **SECTION 5 – HEATING SYSTEMS**

#### **5.1 Heating devices**

The use of such devices must be done with the combustibles recommended by the manufacturer and never, under any circumstances, used as an incinerator.

#### **5.2 Approved chimney**

Only chimney approved by CSA, Warnock Hershey or ULC are authorized to evacuate hot gas outside a building. No other connection duct can be used as a chimney.

#### **5.3 Ethanol fireplace**

Only ethanol fireplaces qualified ULC/ORD-C627.1-2008 are approved to be used on the Municipality's territory as decorative and occasional use. These devices cannot be used as main heating devices.

### **SECTION 6 – CHIMNEY CLEANING AND STORAGE**

#### **6.1 Application field**

This section is applicable to all masonry or prefabricated metal chimney, for a residential building of up to four (4) storeys. Are excluded: chimneys of higher and industrial buildings with metal chimneys and for which the owner must take care himself of the maintenance modalities according to the manufacturer.

#### **6.2 Unused chimneys**

Unused chimneys, still in place, must be closed at the base and at the extremity with a non-combustible material.

#### **6.3 Maintenance of chimneys and ducts**

Under the owner's supervision, each chimney and vents on all heating devices must be inspected at an interval of at least twelve (12) months or each time a device is connected or if there is a chimney fire and this, to keep them free of any dangerous accumulation or combustible deposit. Furthermore, each connection ducts as well as the chimney base must be inspected at least every twelve (12) months. Soot and other debris must be removed after sweeping and put in a metal container, with a lid, design for this purpose, and put on a non-combustible surface.

#### **6.4 Ashes and sweeping debris**

The ashes and sweeping debris will have to be stored outside, on a non-combustible surface and at least one (1) metre away from any building, and this, in a metal container, with a lid, design for that purpose and must not be put with the household garbage or recyclables.

#### **6.5 Chimney cap**

- a) Any chimney or vent installation, whatever the type, must have a cap at the extremity of the chimney or the vent in order to keep bad weather and animals from getting in.
- b) Notwithstanding the foregoing at section 6.5 a), is not applicable to terracotta ducts.

#### **6.6 Storage of firewood**

- a) Storage of solid combustible, such as firewood, indoor or outdoor, must not block an evacuation route, a passage, a door or a stairway.
- b) Storage of wood inside any facility cannot exceed three (3) cords, which must be piled in a safe way.
- c) Notwithstanding section 6.6 a), one (1) cord of wood, maximum, can be stored outside on a balcony, and this, in order to allow a refuge space for the occupants of a multiple units housing facility.

#### **6.7 Chimney sweep**

Any individual, natural or legal, offering a chimney sweeping service in the Municipality's boundaries must be qualified Master chimney sweep.

### **SECTION 7 – SMOKE ALARM**

#### **7.1 Obligation**

Smoke alarms must be installed in each building where one sleeps.

#### **7.2 Location**

- a) Smoke alarms must be installed between each area where one sleeps and throughout the building, however, when there are hallways between sleeping areas, the some alarms must be installed in the hallways.
- b) Smoke alarms must be installed on the ceiling or close to it, according to the installation instructions given by the device's and the CAN/ULC S531-M standards and should not be painted or blocked.

#### **7.3 Quantity**

At least one smoke alarm must be installed on each level (including the basement) with the exception of the attics and unheated crawl spaces.

#### **7.4 Electrical alarm**

- a) In the newer building, built after the entry into effect of the present by-law, and in a building being renovated after being damaged by fire, for which the estimated renovation cost exceeds thirty per cent (30 %) of the property assessment, the smoke alarms must be permanently connected to an electrical circuit and there must have no disconnection device between the power surge device and the smoke alarm. When a building is not electrically powered, the smoke alarms must be battery-powered.
- b) When several smoke alarms are required, they must be connected together in order to produce an audible signal as soon as one the alarm is triggered.

## **7.5 Replacement**

Smoke alarms must be replaced no later than ten (10) years after the manufacturing date or as directed by the manufacturer.

## **7.6 Battery maintenance**

- a) The building owner must install and take the necessary actions to ensure proper functioning of the smoke alarms required by the present by-law, including the repair and the replacement when necessary. The owner must install a new battery in each smoke alarm when renting an apartment or a room to a new tenant. The owner must provide maintenance instructions for the smoke alarms; the instructions must be displayed in a location that is easy to access for consultation by the tenants.
- b) A tenant occupying an apartment or a room must take the necessary measures to ensure the proper functioning of the smoke alarms located inside the apartment or the room in which he lives and required by the present by-law, including changing the battery if needed or the permanent connection to the electrical circuit. If the smoke alarm is defective, he must notify the owner without delay.

## **SECTION 8 – CARBON MONOXIDE ALARM**

### **8.1 Obligation**

A carbon monoxide alarm approved by the « Underwriters Laboratories of Canada » (UL or ULC), must be installed :

- a) When a garage is attached to a residence or an apartment .
- b) When a solid, liquid combustible device is permanently or temporary installed inside any building.

### **8.2 Location**

The carbon monoxide alarm must be installed according to the manufacturer's standards.

### **8.3 Battery replacement**

A tenant occupying an apartment or a room must take the necessary measures to ensure the proper functioning of the carbon monoxide alarm located inside the apartment or the room in which he lives and required by the present by-law, including changing the battery if needed or the permanent connection to the electrical circuit. If the carbon monoxide alarm is defective, he must notify the owner without delay.

### **8.4 Replacement**

The carbon monoxide alarm must be replaced seven (7) years after their manufacturing date or according to the manufacturer's recommendations.

## **SECTION 9 – PORTABLE EXTINGUISHER**

### **9.1 Obligation**

A functional extinguisher with the minimum capacity of 2.2 kg (5 lb) type ABC must be installed and maintained, according to the manufacturer's recommendations, in low or medium risk building.

When a building is a multi-accommodation, a portable extinguisher, provided and maintain by the owner, is required in each accommodation.

## 9.2 Low and medium use building concerning children or elderly care

In the case of child or elderly care, portable extinguishers must be installed, according to the National Code of Fire Prevention, to the NFPA-10 standards and must be in compliance with the applicable Quebec guides for that type of residence.

### **SECTION 10 – OUTDOOR FIRES**

#### **10.1 Fires**

Open fires are allowed when the provisions of section 10.2 are respected.

#### **10.2 Provisions for open fires**

- a) An open fire is allowed :

#### **GRID OF SPECIFICATIONS FOR OPEN FIRES ACCORDING TO THE MUNICIPALITY**

<b>MUNICIPALITY</b>	<b>AUTHORIZED PERIOD TO DO OPEN FIRES</b>
Cantley	<ul style="list-style-type: none"><li>• Allowed during weekdays – From 6 p.m. to 1 a.m.</li><li>• Allowed during weekends and holidays - From 8 a.m. to 1 a.m.</li></ul>
Chelsea	<ul style="list-style-type: none"><li>• No restriction between October 2 and March 31</li></ul>
L'Ange-Gardien	<ul style="list-style-type: none"><li>• Between April 1 and October 31, fireplace fires only - From 6 p.m. and 1 a.m.</li><li>• Between November 1 and March 31, anytime with a permit</li></ul>
La Pêche	<ul style="list-style-type: none"><li>• Allowed during weekdays – From 6 p.m. to 1 a.m.</li><li>• Allowed during weekends and holidays - From 8 a.m. to 1 a.m.</li></ul>
Notre-Dame-de-la-Salette	<ul style="list-style-type: none"><li>• Allowed during weekdays – From 6 p.m. to 1 a.m.</li><li>• Allowed during weekends and holidays - From 8 a.m. to 1 a.m.</li></ul>
Pontiac	<ul style="list-style-type: none"><li>• Allowed during weekdays – From 6 p.m. to 1 a.m.</li><li>• Allowed during weekends and holidays - From 8 a.m. to 1 a.m.</li></ul>
Val-des-Monts	<ul style="list-style-type: none"><li>• Allowed during weekdays – From 6 p.m. to 1 a.m.</li><li>• Allowed during weekends and holidays - From 8 a.m. to 1 a.m.</li></ul>

Must be surrounded with non-combustible material (brick, rocks, stones...).

- b) Must be located at ten (10) metres (33 ft.) from the property lines.
- c) Must be located at ten (10) metres (33 ft.) from any building or combustible material tanks.
- d) Must have a clearance of two (2) metres from any combustible material.
- e) Must not exceed a diameter and height of one (1) metre (39 inches).
- f) The fire must be under constant surveillance of an individual able to intervene until the complete extinction of the fire.

- g) A quick extinction means must be accessible within a ten (10) metres (33 ft.) radius of the fire.

### **10.3 Outdoors fireplace fires**

In the case of an outdoors fireplace fire, the installation must be done as follows and in compliance with the following provisions :

- a) Must have a maximum base of 70 cm x 70 cm (26 in x26 in).
- b) Must be less than 1.5 metre (5 ft.) in height.
- c) Must have a wired grid.
- d) Must have a spark protector.
- e) Must be located at six (6) metres (20 ft.) from the property lines.
- f) Must be located at six (6) metres (20 ft.) from any building and combustible tank.
- g) Must have a clearance of two (2) metres from any combustible material.
- h) Must be installed on a non-combustible base which does not exceed one (1) metre (39 inches) from the device's surrounding.
- i) The fire must be under constant surveillance of an individual able to intervene until the complete extinction of the fire.
- j) A quick extinction means must be accessible within a ten (10) metres (33 ft.) radius of the fire.

**10.4** The present section applies to the fire provided in sections 10.1 à 10.3 inclusively. No fire is authorized when the winds are over fifteen (15) km/h or when the flammability rates are extreme according to the Forest Fire Protection Society (SOPFEU). SOPFEU is considered, for the present by-law purposes, as being the reference organization and can be contacted at 1-800-567-1206 or [www.sopfeu.qc.ca](http://www.sopfeu.qc.ca).

**10.5** It is prohibited to burn grass, leaves, hay or straw, filth, construction residues, petroleum-based products and any other article deemed to be pollutant.

### **10.6 Campground fires**

- a) Notwithstanding sections 10.1 to 10.3 inclusively, campground owners must submit their own regulations for open fires to the FSD for its approval. Said by-law must dictate the schedule, location, clearance to follow, the size and the type of installation approved to make fires as well as extinction means. Section 10.3 and 10.4 apply to open fires on campgrounds.
- b) The approved by-law must be displayed in common public areas of the campground and a copy must be given to the campers.

### **10.7 Requirements for issuing a burning permit**

The requirements for issuing a burning permit are established on the authorization form issued by the Fire Safety Department or any other individual duly authorized. This authorization contains all the following requirement which the applicant must respect :

#### **For fires of 2 metres or less of circumference**

- a) Must be located at fifteen (15) metres (50 ft.) from the property lines.
- b) Must be located at fifteen (15) metres (50 ft.) from any buildings or combustible tank.
- c) Must have a ten (10) metres (33 ft.) clearance from any combustible material.
- d) Must be under constant surveillance of an individual able to intervene until the complete extinction of the fire
- e) A quick extinction means must be accessible within a ten (10) metres (33 ft.) radius of the fire.

#### **For fire of more than 2 metres and less than four (4) metres of circumference**

- a) Must be located at thirty (30) metres (100 ft.) of the property lines.
- b) Must be located at thirty (30) metres (100 ft.) of any building or combustible tank.
- c) Must have a fifteen (15) metres (50 pi) clearance from any combustible material.

- d) Must be under constant surveillance of an individual able to intervene until the complete extinction of the fire
- e) A quick extinction means must be accessible within a ten (10) metres (33 ft.) radius of the fire.

**GRID OF SPECIFICATION FOR ISSUING BURNING PERMIT  
ACCORDING TO THE MUNICIPALITY**

<b>MUNICIPALITY</b>	<b>AUTHORIZED PERIOD TO MAKE FIRES REQUIRING A PERMIT</b>	<b>MAXIMUM DURATION</b>
Cantley	November 1 to April 30	30 days
Chelsea	November 1 to April 30	2 days
L'Ange-Gardien	November 1 to March 31	30 days
La Pêche	November 1 to May 31	5 days
Notre-Dame-de-la-Salette	12 months a year	2 days
Pontiac	12 months a year	30 days
Val-des-Monts	12 months a year	30 days

In addition to the conditions provided in the authorization form, the applicant for a burning permit must comply with the provisions listed in section 10.5 and 10.6 of the present by-law.

**10.8 Road traffic**

No one can make a fire affecting road traffic.

**10.9 Provincial prohibition**

No permit is granted or is automatically suspended and no fire can be lit when the flammability rating is extreme according to SOPFEU or when open fires are prohibited by governmental authorities (provincial or federal).

**10.10 limits of liability**

The fact of getting a permit to make a fire does not free the applicant from its ordinary responsibilities, in a case where expenditures or damages would result from the fire.

**10.11 Permit issuing**

The permits are issued by the Municipality.

**SECTION 11 – BARBECUE (BBQ), OUTDOOR GRILL (COOKING DEVICES)**

**11.1 Distance from the property lines and clearance of BBQ, grill and cooking devices**

- a) For barbecues BBQ : a clearance of one (1) metre (3 ft.) from the property lines and any combustible material and of three (3) metres (10 ft.) from any combustible tank, with the exception of the tank fuelling the barbecue.
- b) For grills and other cooking device installations, a clearance of three (3) metres (10 ft.) from the property lines and of any combustible tank, with the exception of the tank fuelling the grill(s), and there must be a clearance of two (2) metres (6 ft.) from any combustible material.

**SECTION 12 – FIREWORKS**

**12.1 Prohibition**

It is prohibited to lite any pyrotechnic items or firecrackers on the Municipality's territory without having obtained beforehand, a permit to that effect.

**12.2 Fireworks during gathering**

- a) Fireworks are permitted during public gatherings or during an event, with the presence of an recognized artificer, authorized to enforce the security measures and with the obtention of a permit to that effect.
- b) The presence of a Fire Safety representative during these events could be required depending of the case, and this, at the discretion of the Fire Safety Service.

### **12.3 Family type fireworks**

For family type fireworks, a permit as well as a descriptive sheet listing the security measures must be issued by the Municipality, and this, for each event.

### **12.4 Permit issuing**

Fireworks permits are issued by the Municipality. The provisions for issuing a fireworks permit are established on the authorization form issued by the Fire Safety Department, or any other individual duly authorized. This authorization contains all the following provisions, that the applicant must comply with:

## **SECTION 13 – BUILDING ACCESS**

### **13.1 Building access by the Service**

The entrances, right of ways as well as private roads must be maintain and clear of any obstacle and allow free circulation of the Fire Safety Department in any season.

### **13.2 Snow removal of the exits**

- a) Access to exits of any building must be free of snow and any obstruction in order to ensure safe evacuation of the occupants and the access for the Fire Safety Department.
- b) The exits located in the backyard and the other sides of the buildings must have an access hallway of a minimum of sixty (60) centimetres (24 inches) leading to the main entrance of the residence.

## **SECTION 14 - USAGE, ACCESS AND MAINTENANCE OF THE FIRE HYDRANTS AND WATER INTAKE**

### **14.1 Access**

The fire hydrants, dry hydrants, water intakes and pumping stations cannot be obstructed.

It is strictly prohibited to surround or hide a fire hydrant, a dry hydrant, a water intake and a pumping station with a gate, a wall, shrubs or others. No vegetation, flowers, shrubs, bush or tree can obstruct a fire hydrant, a dry hydrant, a water intake and a pumping station unless said vegetation complies with the requirements of two (2) metres (6 ft.).

### **14.2 Sign**

It is prohibited to install a sign of any kind on a fire hydrant, a dry hydrant, a water intake and a pumping station or within the two (2) metres (6ft.) clearance of the latter.

### **14.3 Garbage – Ancorage - Decoration**

It is prohibited to leave garbage or debris close to a fire hydrant, a dry hydrant, a water intake and a pumping station or within the clearance space. It is prohibited to tie or to anchor anything to a dry hydrant or to decorate, in any way whatsoever a fire hydrant or a water intake.

### **14.4 Protection**

It is prohibited to install any protection around a fire hydrant, a dry hydrant, a water intake and a pumping station without having received the authorization of the Chief of the Fire Safety Department or his authorized representative, beforehand.

## **14.5 Obstruction**

Tree branches near a fire hydrant, a dry hydrant, a water intake and a pumping station must be cut at a minimum height of two (2) metres (6 ft.) from the ground. It is prohibited to put snow or ice on a fire hydrant, a dry hydrant, a water intake and a pumping station or within its clearance space. It is prohibited to modify the appearance of a land in a way that could affect the visibility, the access or the use of a dry hydrant.

## **14.6 Installation**

It is prohibited to install or to build anything that could affect the visibility, the access or the use of a fire hydrant, a dry hydrant, a water intake and a pumping station or to install a non-functional or decorative fire hydrant on a land which is adjacent to a road.

## **14.7 Usage**

Fire Safety and Public Works' employees of the Municipality are the only individuals authorized to use the fire hydrants, the dry hydrants, the water intakes and the pumping stations. Any other individual who must use the fire hydrants, the dry hydrants, the water intakes and the pumping stations must get the authorization from the one of the Directors/Chiefs mentioned above or from one of their authorized representatives, beforehand.

## **14.8 Responsibility**

Any individual, with the exception of the Fire Safety Department and the Municipality's Public Works' employees, having received the authorization to use a fire hydrant, a dry hydrant, a water intake and a pumping station is responsible for any damage to the latter and will have to pay the repair fees, if needed.

## **14.9 Private system**

Private dry hydrants, used by the Fire Safety Department, located on a private property, must be maintained in good working condition and be visible and accessible at all times. Dry hydrants located in shelters must be well identified and easily accessible at all times.

## **14.10 Signpost**

It is prohibited for anyone to remove or change the location of a fire hydrant, a dry hydrant, a water intake and a pumping station signpost.

## **14.11 Paint**

It is prohibited for anyone to paint, in any way whatsoever, the fire hydrants, the dry hydrants, the water intakes and the pumping stations, the signposts and the signs.

## **14.12 Identification**

Only the signposts and the signs recognized by the Municipality must be used to identify the location of the fire hydrants, the dry hydrants, the water intakes and the pumping stations.

## **14.13 Damages**

Anyone who damages, breaks or sabotages the fire hydrants, the dry hydrants, the water intakes and the pumping stations and the signposts will have to pay the repair or replacement fees.

## **SECTION 15 – PENAL PROVISIONS**

### **15.1 Violation**

Anyone violating one of the provisions of the present by-law is committing a violation and is liable to:

- a) A minimum fine of two hundred dollars (\$200) and a maximum fine of one thousand dollars (\$1 000) for a natural person.



- b) A minimum fine of one thousand dollars (\$1 000) and a maximum fine of three thousand dollars (\$3 000) for a legal person.

### **15.2 Continuity of the violation**

If a violation continues, it constitutes for every day, a distinct violation and the offender is liable to a fine for each day of the violation.

### **15.3 Fees related to the respect of the present by-law**

By Court order, any fees or expenditures incurred by the Municipality following a contravention to the present by-law by an offender, are totally reimbursable to the Municipality.

### **15.4 Payment default**

Payment default of the fine and fees, the Municipal Court fine collector can exercise the power provided in the Code of Criminal Procedures with respect to the judgment enforcement measures and the collection of fines.

## **SECTION 16 – ABROGATION**

The present by-law abrogates all provisions included in the following by-laws, enacted with respect to Fire Safety with the numbers 01-04 (open fire), 074-86 (alarm in case of a fire), that could be incompatible with the present by-law.

## **SECTION 17 – INTERPRETATIVE PROVISIONS**

The masculine gender and the singular are used in the present by-law without discrimination and include the feminine gender and the plural in order to avoid a laborious text.

## **SECTION 18 – ENTRY INTO EFFECT**

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

### **16-05-2749**

#### **WORK – DES OIES ROAD**

WHEREAS it is necessary to improve the road and drainage of Des Oies road ;

WHEREAS the Council had authorized Phase 1 of the work and it must be completed;

WHEREAS the Municipality's engineer estimate that said work would extend the lifespan of the road;

WHEREAS three offers have been received from the Chemin des Oies Association ;

It is

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

AND RESOLVED that the Council covers the cost of work to be done by Raymond Belisle Reg. for a maximum amount of \$5, 800.00, before taxes.

IT IS ALSO RESOLVED that this expenditure be affected to budget item 02 39001 529.

FINALLY, IT IS RESOLVED that the Director of the Infrastructures and Public Works will have to be notified before the work begins and once it is completed.

Carried

### **16-05-2750**

#### **PURCHASE OF DUST SUPPRESSANT**

WHEREAS on March 7, 2016, the Municipality of Pontiac gave a call for tenders by invitation for the supply and the delivery of 50 bundles of one (1) ton of calcium chloride in flakes to be used as dust suppressant for gravel roads;

WHEREAS at the closing of the call for tenders, three (3) proposals respectively coming from Calco Inc. (\$34, 435.01 transportation and taxes included), of Sel Warwick Inc. (\$33, 963.31 transportation and taxes included) and of Somavrac CC (\$33, 511.18 transportation and taxes included) have been received;

WHEREAS the three (3) proposals were compliant with the specifications;

It is

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

AND RESOLVED that the Municipality accepts the proposal from the firm Somavrac CC for the supply and the delivery of 50 bundles of one (1) ton of calcium chloride in flakes in the amount of \$33, 511.18 (all taxes and delivery included);

IT IS ALSO RESOLVED that the expenditures be financed in the amount of \$30, 000.00 by the budget item 02 32001 635 (calcium – Public Works) and that the residual amount of \$3, 511.18 be the object of a reorganization of the budget item 02 32000 620 (gravel – Public Works).

Carried

#### **16-05-2751**

#### **ACTION PLAN FOR THE ELIMINATION OF REVERSED CONNECTIONS**

WHEREAS the Ministry of Municipal Affairs and Land Occupancy (MAMOT) is requiring an action plan for removing inversed connections in the collection systems of municipal wastewater in order to obtain financial assistance as part of the TECQ 2009-2013 program ;

WHEREAS the work schedule supporting resolution 14-11-2198 must be reviewed;

WHEREAS the presence of inversed connections is polluting the environment, if the situation is confirmed;

WHEREAS the Municipality is concerned about protecting the environment and the quality of its water bodies;

It is

Moved by: Edward McCann  
Seconded by: Inès Pontiroli

AND RESOLVED THAT the Municipality promises to implement, within the coming years, an action plan for the elimination of reversed connections in accordance with the MAMOT's requirements and in accordance with the proposed schedule.

Carried

#### **16-05-2752**

#### **CALL FOR TENDERS – MACHINERY RENTAL WITH OR WITHOUT OPERATOR**

WHEREAS during the 2016 Budget, the Municipal Council has made road maintenance a priority;

WHEREAS a call for tenders by invitations has been given and that the following compliant proposals have been received for the rental of a grader (before taxes) :

<u>Proposition</u>	<u>With operator</u>	<u>Without operator</u>
#		

<u>1</u>	<u>Robert Erwin Transport Inc</u>	=	<u>\$55</u>
<u>2</u>	<u>Robert Erwin Transport Inc</u>	<u>\$75</u>	=
<u>3</u>	<u>Nivelage Sylvain Vaillant</u>	<u>\$100</u>	=

It is

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

AND RESOLVED that the three proposals be accepted.

IT IS ALSO RESOLVED that proposal 1 has priority on proposals 2 and 3 and that proposal 2 has priority on proposal 3.

FINALLY, IT IS RESOLVED that this expenditure be affected to budget item 02 32000 515.

Carried

**16-05-2753**

**EQUIPMENT AND MACHINERY RENTAL**

WHEREAS during the 2016 Budget, the Municipal Council has made road maintenance a priority;

WHEREAS a call for tenders by invitations has been given for the supply of equipment and machinery with operator and that all tenders were deem compliant;

It is

Moved by :  
 Seconded by : :

AND RESOLVED THAT the municipality of Pontiac the proposals from Raymond Bélisle, Robert Erwin Transport Inc. and Excavation LePam Inc. (9300-1139 Québec Inc.) as annexed.

**AMENDMENT**

**EQUIPMENT AND MACHINERY RENTAL**

WHEREAS during the 2016 Budget, the Municipal Council has made road maintenance a priority;

WHEREAS a call for tenders by invitations has been given for the supply of equipment and machinery with operator and that all tenders were deem compliant;

It is

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

AND RESOLVED THAT the Municipality of Pontiac accepts the proposals from Raymond Bélisle and Robert Erwin Transport Inc. as annexed.

Carried unanimously

**16-05-2754**

**GRADING IN THE QUYON SECTOR**

WHEREAS the ball park in the Quyon sector needs to be thoroughly graded;

WHEREAS this park is used by the Municipality's residents for organized sport activities ;

It is

Moved by : Edward McCann

Seconded by :

AND RESOLVED to mandate the Public Works Department to proceed with a grading operation on said property.

**AMENDMENT**  
**GRADING IN THE QUYON SECTOR**

WHEREAS the ball park in the Quyon sector needs to be thoroughly graded;

WHEREAS this park is used by the Municipality's residents for organized sport activities ;

It is

Moved by : Edward McCann  
Seconded by : Brian Middlemiss

AND RESOLVED to mandate the Public Works Department to proceed with a grading operation on said property.

IT IS ALSO RESOLVED that work won't start before we receive a letter from Quyon Ensemble and from Quyon's Sports and Recreation Association, giving the authorization to do said work.

Carried

**16-05-2755**  
**DUBOIS ROAD**

WHEREAS vehicles are driving at excessive speed on Dubois road;

WHEREAS the danger it represents for the residents of this area;

It is

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

AND RESOLVED that the Municipality installs panels to improve road and traffic signs;

IT IS ALSO RESOLVED that the Municipality asks for a greater police presence in the area of Dubois road.

FINALLY, IT IS RESOLVED to asks the Director of Infrastructures and Public Works to asks for an estimate for the installation of speed bumps on Dubois road

Carried

**NOTICE OF MOTION**

Notice of motion is given by **Inès Pontiroli**, Councillor of the electoral district number 4 in the Municipality of Pontiac, to the effect that at a subsequent meeting there will be adoption of a by-law to determine the procedures for the implementation of tertiary treatment systems with ultraviolet radiation disinfection of an isolated residence for the Municipality of Pontiac.

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16-05-2756

**ADOPTION OF THE SECOND DRAFT OF BY-LAW NUMBER 177-01-01-2016 MODIFYING THE ZONING BY-LAW NUMBER 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 adoption of the first draft modifying the zoning by-law 177-01-01-2016 on April 12, 2016 under resolution number 16-04-2728;

WHEREAS the public consultation held on April 29, 2016;

WHEREAS the Council members have read the report from the public consultation held on April 29, 2016 with respect to the first draft by-law and the documents that were tabled;

WHEREAS the Council members acknowledge having received and read a copy of the second draft by-law 177-01-01-2016;

It is

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

AND RESOLVED that the Council decrees and adopts the following:

**SECOND 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 numbers (56), to follow grid (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 1 », 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 of the former zone 18 to the newly created zones.

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. ENRY INTO EFFECT**

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

### **APPENDIX I**

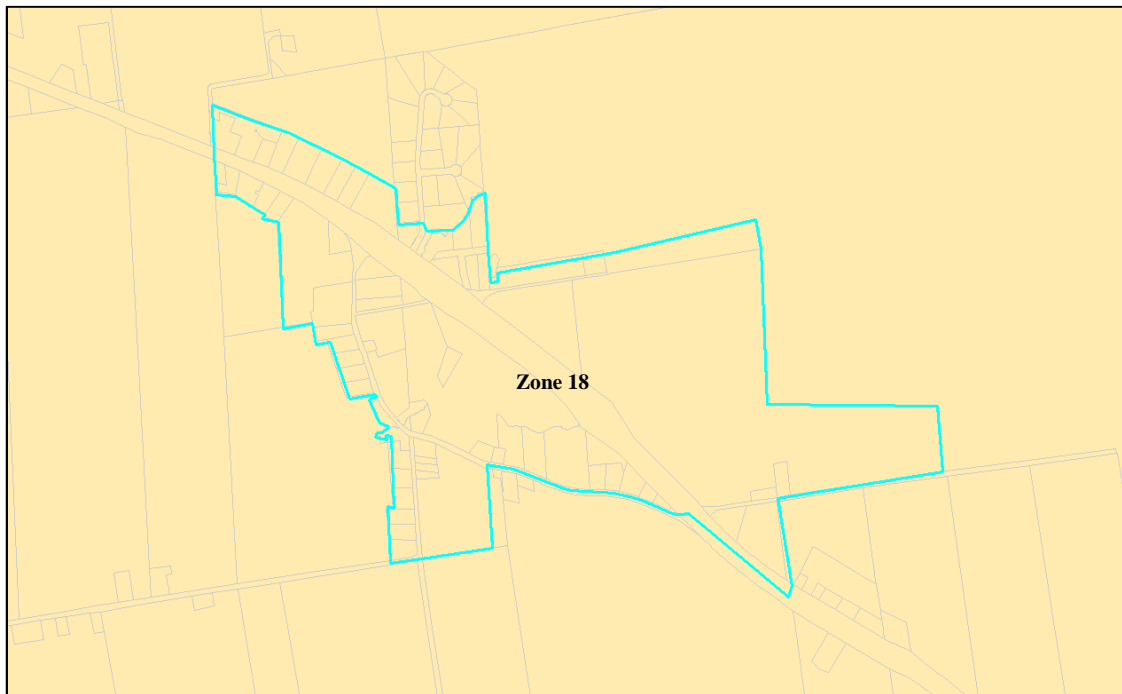
#### **TABLE OF SPECIFICATIONS – Zone 56**

<b>Table of specifications</b>		<b>Notes and Standards</b>
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 REGARDING THE RESIDENTIAL USE</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 that the main residential; 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, is not authorized;</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>		

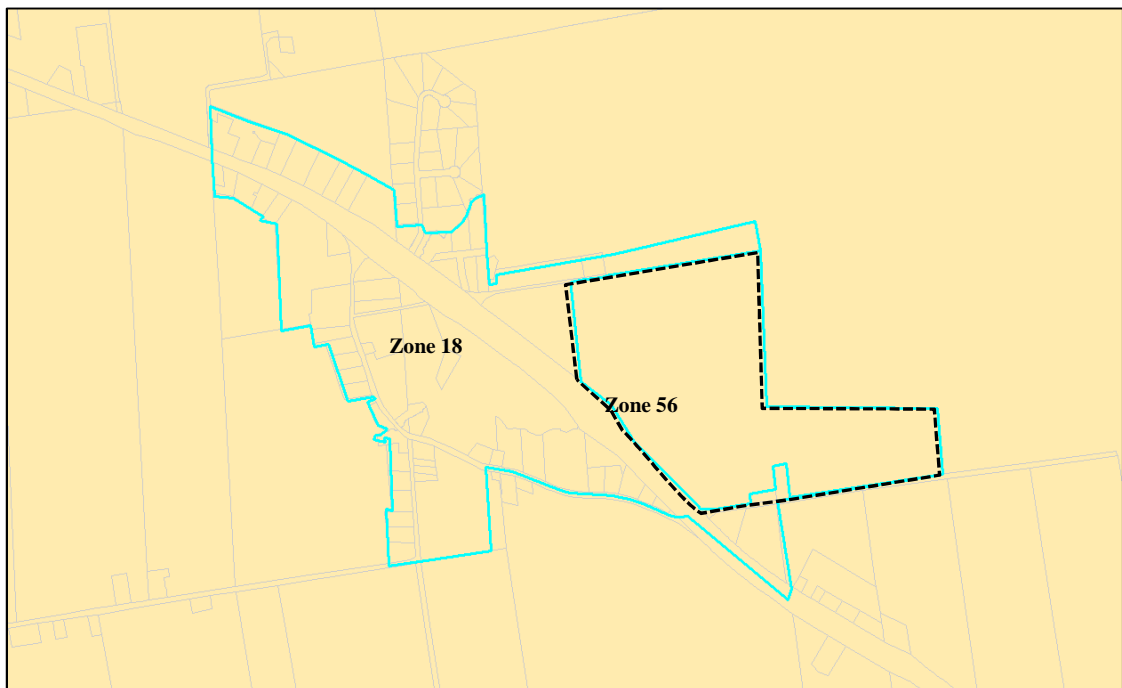
## APPENDIX II ZONING PLAN

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

Before



After



### **NOTICE OF MOTION**

Notice of motion is given by **Brian Middlemiss**, Councillor of the electoral district number **5** in the Municipality of Pontiac, following the public consultation held on April 29, 2016 regarding the draft by-law with respect to the site planning and architectural integration program (SPAI) 605-2016 adopted on April 12, 2016, to the effect that at a subsequent meeting there will be adoption of a by-law of the same type and administrative number.

**16-05-2757**

### **BY-LAW NUMBER 02-15-03-2016 TO MODIFY BY-LAW 02-15 WITH RESPECT TO PRICE SETTING OF MUNICIPAL PERMITS AND CERTIFICATES**

**WHEREAS** the Municipality of Pontiac is governed by the *Municipal code*, the *Act respecting land use, planning and development* and the *Municipal Powers Act*;

**WHEREAS** the Municipality has the legal capacity to govern cases where a permit is required, to stipulate the cost, the conditions and methods for issuing the permit, as well as the rules for suspending or revoking it;

**WHEREAS** an analysis for a permit request in the SPAI sector is submitted to an analysis of the Planning Advisory Committee and the Council’s deliberations;

**WHEREAS** that pursuant to the enforcement of the regulatory standards from the Policy for lakeshores, riverbanks, littoral zones and floodplains, the delimitation of the zones is essential for the analysis of the permit an municipal authorization;

**WHEREAS** for the purpose of accelerating the analysis of the citizens’ requests and to offset the very high fees of private expertise, the Municipality has decided to make available this information at a symbolic price;

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

It is

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

**AND RESOLVED THAT THE COUNCIL DECREES AND ORDERS THE FOLLOWING:**

**SECTION 1**

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

**SECTION 2**

Section 4 of by-law 02-15 is modified in order to insert new fees for the analysis of a SPAI request and user fees for the map of the 0-20 year and 20-100 year flood zone, as shown on the chart reproduced in its entirety. (Referred modifications are highlighted in gray)

“ **SECTION 4 FEES FOR ISSUING PERMITS AND CERTIFICATES**

The fees for issuing municipal permits and certificates are described in the following chart:

<b>Type</b>	<b>Cost</b>	<b>Remarks</b>
<b>Wastewater treatment</b>		
wastewater treatment system	\$250	Refund of \$100 upon reception of the certificate of compliance
sealed tank	\$250	
replacement/repairs of septic tank	\$250	Refund of \$100 upon reception of the certificate of compliance
<b>Tapping of ground water</b>	\$250	Refund of \$100 upon reception of the drill log
<b>Subdivision – first and second lot</b>	\$100 ea.	
<b>Additional lots</b>	\$50 ea.	
<b>Main building – residential, commercial, industrial, community</b>	\$0.35/sq.ft. or \$3.77/sq.m.	
extension of liveable space / addition of a unit	\$100	
<b>Accessory building</b> (gazebo, garage, shed, etc.)	\$25 if less than 10’X10’	\$50 if larger than 10’X10’
agricultural building (hay, farming equipment, vehicle)	\$50	
agricultural building (winter shelter)	\$150	



for animals)		
renovation, modification, extension, etc.	\$50	
<b>Certificates of authorization</b>		
change of usage	\$50	
<b>Celebration/ Event</b>	<b>Free of charge</b>	<b>Valid for 72 hours</b>
<b>Access to parks after 11:00 p.m.</b>	<b>Free of charge</b>	<b>Valid for 72 hours</b>
<b>Fire /Fireworks-Public places</b>	<b>Free of charge</b>	<b>Valid for 72 hours</b>
<b>Peddling/canvassing O.S.B.L.</b>	<b>Free of charge</b>	<b>For the duration of campaign</b>
work within riverfront areas	\$100	
commercial tree cutting	\$150	
<b>Permits</b>		
<b>Daycare</b>	<b>Free of charge</b>	<b>Annually from Jan.1<sup>st</sup> to Dec.31<sup>st</sup></b>
<b>Auction sales</b>	<b>Free of charge</b>	<b>24 hours</b>
Sign	\$50	
fence	\$25	
minor derogation	\$400	including publication fees
demolition / moving	\$50	
balcony, patio, terrace	\$25	
pool (including the fence and deck)	\$50	
dock	\$25	
veranda / solarium	\$50	
<b>Mobile cantine</b>		
	\$400	annual
	\$200	seasonal (6 months)
	\$25	daily
<b>Renewal of permit for new construction, main building</b>	\$0.20/sq.ft. or \$2.15/sq.m.	
<b>Cancellation of a request for a permit or certificate</b>	\$25	non-refundable – in the event of a cancellation
<b>ANALYSIS/ CERTIFICATE OF CONFORMITY</b>		
	\$ 300.00	SPREADING OF FRM
	\$ 300.00	CPTAQ
Use of the map of the flood zone	\$100 + permit fees	
New construction in a SPAI sector	\$750 + permit fees	
Renovation or modification of an existing building in the SPAI sector	\$400 + permit fees	

(a.2,R 02-15-01-2016)”(a.2,R.02-15-02-2016)

### **ARTICLE 3 COMING INTO EFFECT**

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

Carried

16-05-2758

### **ADOPTION OF THE DRAFT BY-LAW 177-01-02-2016 FOR THE INSERTION OF THE NEW MAP OF THE 0-20 AND 100 YEAR FLOOD ZONES AND THE IMPOSITION OF A NEW STANDARD PROCEDURE FOR THE EXCAVATION AND BACKFILL OPERATIONS**

WHEREAS the Municipality of Pontiac is authorized to modify its urban planning by-laws;

WHEREAS for a better enforcement of the regulation standards from the Provincial Policy with respect to riverbanks, shorelines and flood plains, it is essential to get an accurate map;

WHEREAS the excessive costs in relation with the expert report in the private sector, and the fact that it becomes a burden for the citizens planning to do work on waterfront lands;

WHEREAS the Municipality has received the expert report awarded as an external mandate and deems it important to include them to its regulations;

WHEREAS the notice of motion given on April 12, 2016 announcing the tabling of a draft by-law to include the 0-20 and 100 years flood zone map to its zoning by-law;

WHEREAS it has become increasingly necessary to get a standard procedure to manage the excavation and backfill operations;

WHEREAS the present by-law will be up for public consultation at a later date;

It is

Moved by : Inès Pontiroli  
Seconded by : Brian Middlemiss

AND RESOLVED that the Council decrees and adopt the following:

**DRAFT BY-LAW NUMBER 177-01-02-2016 TO MODIFY THE ZONING BY-LAW 177-01**

**SECTION I**  
**AMENDMENT TO ATTACHED PLANS**

1. The zoning by-law 177-01 is modify to include the new map which determine the delimitation of the 0-20 and 100 years flood zones herein reproduce in its entirety as annexed.
2. The annexed plans of section 1 will constitute the official reference for the identification of the flood zones in the enforcement of all provisions of the urban by-laws of the Municipality of Pontiac.

**SECTION II**  
**AMENDMENT TO THE BY-LAW TEXT**

3. Section 4.12.3.1 is modified by the addition of a 4th subparagraph, following subparagraph 3:

« It is the citizen's responsibility, before any doing any intervention on a land, to verify with the Municipality for the exact location of the property with respect to the 0-20 and 100 years flood zones »

Section 4.12.3.1 will read as follows :

«  
4.12.3.1 DELIMITATION OF FLOOD ZONES

The flood zones are the territory's lands located under the flooding recurrence period of 100 years.

The map for flood risk – Ottawa River, as well as the map for the flooding recurrence of 20 and 100 years – Quyon River, annexed to the present by-law constitute the official reference for the enforcement of the provisions with respect to the flood recurrence period of 20 years and of 100 years.

A delimitation of the flood zone done by a land surveyor could be requested by the designated officer.

It is the citizen's responsibility, before any doing any intervention on a land, to verify with the Municipality for the exact location of the property with respect to the 0-20 and 100 years flood zones

»

**SECTION III**  
**FINAL PROVISIONS**

4. Entry into effect

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

Carried

**16-05-2759**

**REQUEST FOR A MINOR VARIANCE TO SUBDIVISION BY-LAW 178-01 AT 28 ELM ROAD WITH RESPECT TO THE SUBDIVISION OF LOT 4 910 806**

**WHEREAS** a request for a minor variance has been filed by the owner of the 28 Elm road in order to allow the subdivision of a lot to extend it;

**WHEREAS** the Planning Advisory Committee during its meeting of April 26, 2016, has studied the request and does not recommend the approval of the minor variance stating that it is not deem to be minor and that the new lot, if reduced, could face problems to accommodate waste water treatment systems and secondary buildings that a house would need to ensure a minimum level of functionality;

**WHEREAS** a notice has been published according to 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 : Nancy Draper-Maxsom

**AND RESOLVED** that this Council does not grant the minor variance in order to reduce the surface area of lot # 4 910 806.

Carried

**16-05-2760**

**REQUEST FOR A MINOR VARIANCE TO ZONING BY-LAW 177-01 AT 2082 GAUVIN WITH RESPECT TO AN ENCROACHMENT IN THE RIVERBANK PROTECTION ZONE, THIS WITHOUT GOING OVER THE MINIMUM REQUIRED BY PROVINCIAL STANDARDS**

**WHEREAS** a request for a minor variance has been filed by the owner of 2082 Gauvin road to allow the encroachment of the new house in the riverbank protection zone;

**WHEREAS** the Planning Advisory Committee during its meeting of April 26, 2016, has studied this request and recommends granting the minor variance under certain conditions;

**WHEREAS** location of the future house does not infringe upon the property rights of the owners of neighbouring properties;

**WHEREAS** a notice has been published according to section 145.6 of the Act Respecting Land Use Planning and Development (LRQ, c A-19.1);

It is

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

**AND RESOLVED** that this Council grants the minor variance in order to allow the encroachment of the residence by 2.1 metres and 1.2 metres under the same condition of the Committee, that is, work must be executed as described on the plans and to provide, after the

work is done, a location certificate showing that the plan was followed or that the encroachment is not bigger.

Carried

### **NOTICE OF MOTION**

Notice of motion is given by **Dr. Jean Amyotte**, Councillor of the electoral district number **6** in the Municipality of Pontiac that, following the public meeting held on April 29, 2016 regarding the by-law with respect to Site Planning and Architectural Integration programs (SPAI) 605-2016 adopted on April 12, 2016, there will be modification to the zoning by-law 177-01 which will particularly establish standards and a clear regulatory framework to address the regulatory loophole with respect to water quantity and quality.

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### **NOTICE OF MOTION**

Notice of motion is given by **Brian Middlemiss**, Councillor of the electoral district number **5** in the Municipality of Pontiac that, following the public meeting held on April 29, 2016 regarding the by-law with respect to Site Planning and Architectural Integration programs (SPAI) 605-2016 adopted on April 12, 2016, there will be modification to the administrative an interpretation urban planning by-law 176-01 with respect to the required documents and expertise reports for the issuance of a permit or a certificate for work or subdivisions.

---

**16-05-2761**

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

WHEREAS the Policy for the recognition and support to organizations has been introduced to support sport, recreation, culture and social and community development of the Municipality's residents;

WHEREAS the study conducted by the Council during the preparation of the budget;

It is

Moved by : Edward McCann

Seconded by : Inès Pontiroli

AND RESOLVED that the Council grants a financial assistance for a total amount of \$ 5, 880.00 for the 49 residents of the Municipality of Pontiac using the Shawville skating rink (figure skating and minor hockey).

Carried

**16-05-2762**

### **HERITAGE ROUTE – BUDGET REVIEW**

WHEREAS the Municipality wishes to promote its cultural and natural heritage, encourage visitors to see the attractions of the Municipality and offer exposure to the local creators;

WHEREAS the MRC des Collines-de-l'Outaouais' Heritage Route Project aiming to promote cultural and natural heritage of the MRC;

WHEREAS the project provides for the creation of an interpretation structure and will be up for public tenders for creators from the Municipality;

WHEREAS the Council has approved the Heritage Route with resolution 15-10-2547

It is

Moved by : Inès Pontiroli

Seconded by : Dr. Jean Amyotte

AND RESOLVED that the Municipal Council accepts to take care of the transportation, the installation and the maintenance of the selected piece.

Carried

**16-05-2763**

**PALSIS**

WHEREAS the activity report tabled by the Community Development Officer hired for the PALSIS project;

WHEREAS several projects have been successfully concluded, such as re-launching the day camp, the implementation of a new Community Organizations Policy on the territory of the Municipality of Pontiac, the follow up of the Family Policies and MADA, etc.;

WHEREAS the Municipal Council and the Community Organizations are extremely satisfied with Mrs. Meghan Lewis' contribution who has particularly promoted consultation and strong bonds between the stakeholders;

WHEREAS the Council wishes that the Community Development Officer consolidates the projects which were started under her mandate in 2016; that she continues, in collaboration with the CDROL, the implementation of Phase 1 of the Housing Cooperative Project, that she does the follow-up for the Recognition and Support Policy of the Community Organizations and of any other priority file under PALSIS, as well as the follow-up of the Family Policies and MADA;

It is

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

AND RESOLVED that the Municipal Council mandates the Director General to have the Municipality of Pontiac submit a funding application as part of a call for special local and regional projects aiming for the fight against poverty and social exclusion.

IT IS ALSO RESOLVED that the Municipal Council promises to invest \$25,000.00 in this project.

Carried

**16-05-2764**

**LAC PHILIPPE - COMPLEMENTARY PASSES**

WHEREAS the National Capital Commission owns approximately 211 km<sup>2</sup> within the Municipality of Pontiac including all the land surrounding Lac Philippe which is also partially in the Municipality of La Pêche;

WHEREAS this is one of the few lakes within the Municipality of Pontiac that the NCC allows access;

WHEREAS the NCC has an agreement with La Pêche for a designated number of complementary passes on a yearly basis to Lac Philippe;

WHEREAS the Municipality of Pontiac has an agreement with La Pêche to provide certain services for the ratepayers of our Municipality whom reside close to the La Pêche area;

WHEREAS the number of passes received from the NCC by La Pêche is insufficient for all of their residents and therefore, the Municipality of Pontiac residents' are not eligible to obtain the complementary passes and this has created an inequality between the ratepayers of the municipalities;

It is

Moved by:                Nancy Maxsom  
Seconded by:            Brian Middlemiss

AND RESOLVED that a letter be sent to the NCC requesting that a minimum of 20 complementary passes for Lac Philippe be provided to the Municipality of Pontiac for the year 2016 and an agreement be made for future years.

Carried

**16-05-2765**

**ELIMINATION OF BEAVER DAMS AND MAINTENANCE OF LAC CURLEY ROAD**

WHEREAS beaver dams are encroaching Lac Curley road, which is a municipal road;

WHEREAS according to the Civil Code, the Municipality has the right to act consequently in order to rehabilitate the road to its original state;

WHEREAS the bridge on Lac Curley road is regularly flooded because of the beaver dams;

WHEREAS these dams are present because the NCC has not done the appropriate controls;

WHEREAS it is necessary to rehabilitate Lac Curley road in order to facilitate the passage of snowmobiles;

It is

Moved by : Nancy Draper-Maxsom

Seconded by : Inès Pontiroli

AND RESOLVED that the Municipality asks the NCC to address the problems with the dams and high level of water within the next 5 days. In case the NCC would not follow-up on our demand, the Municipality will take the necessary steps to solve the problem and this, at the NCC's cost.

IT IS ALSO RESOLVED that the Municipality takes care of the rehabilitation of Lac Curley road.

FINALLY, IT IS RESOLVED to send a copy of this resolution to the MRC des Collines-de-l'Outaouais.

Carried

**PUBLIC QUESTION PERIOD**

Susan Birt - Requests clarifications on items 8.1, 9.3 et 9.8

Joan Belsher - Asks which property is involved at item 5.10  
- Asks the reason why some Councillors voted against the adoption of the Minutes of April 19, 2016

----- - Questions about des Oies road

Mo Laidlaw - Asks the amount of voters per electoral districts

Ricky Knox - Mentions that he finds it better to have a new Community Center in Breckenridge rather than extending the Community room in Breckenridge

**16-05-2766**

**CLOSING OF THE MEETING**

It is

Moved by: Nancy Draper-Maxsom

Seconded by: Inès Pontiroli

AND RESOLVED to close the meeting at 9:38 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».*