

**PROVINCE OF QUEBEC
MUNICIPALITY OF PONTIAC**

MINUTES of the regular Municipal Council meeting held on Tuesday, April 11, 2017 at 7:30 p.m. at the Luskville Community Center, located at 2024 route 148, Pontiac. Those who were present:

Mr. Roger Larose, Mayor, Mr. Brian Middlemiss, Pro-Mayor and Councillors Mrs. Nancy Draper-Maxsom, Mrs. Inès Pontiroli and Mr. Thomas Howard.

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

Excused absence: Mr. Edward McCann, Councillor (Judgement from the Superior Court), and Dr. Jean Amyotte, Councillor.

Mr. Larose, President, notes that there is quorum and declares the meeting open. The meeting began at 7:30 p.m.

FLOOR TO THE PUBLIC AND QUESTION PERIOD

- Robert Allard - Asks if Council has rejected the option of a door-to-door collection for composting
- Bernard Marenger - Finds it regrettable that the file pertaining to 103 Dion Road has been judicialized by the Municipality

17-04-3074

ADOPTION OF THE AGENDA

- 1. Opening of the meeting**
- 2. Floor open to public and questions**
- 3. Adoption of the agenda**
- 4. Adoption of the minutes of previous meetings**
 - 4.1 Minutes of the regular meeting held on March 14, 2017.
- 5. Administration**
 - 5.1 Budgetary transfers
 - 5.2 List of invoices to pay
 - 5.3 List of fixed expenses
 - 5.4 List of incurred expenses for the month of April
 - 5.5 Report regarding the delegation of authorized expenditures
 - 5.6 Policy pertaining to academic training
 - 5.7 Borrowing bylaw 02-17 decreeing capital expenditures and a loan of \$750, 000.00 for the acquisition of vehicles for the Fire Department
 - 5.8 Evaluation of the maintenance of pay equity
 - 5.9 External auditor services – Approval of the selection criteria
 - 5.10 Temporary replacements – Human Resources
 - 5.11 Municipal Housing Bureau – 2017 revised budget
 - 5.12 Recovery of legal fees
 - 5.13 Group insurance plan
- 6. Public security**
 - 6.1 Adoption of bylaw 01-17 concerning the establishment of a Fire Department
 - 6.2 Dismissal - Fire Department Officers
 - 6.3 Appointment - Fire Department Officers
 - 6.4 Resignation of a volunteer firefighter
- 7. Public works**
 - 7.1 Awarding of contract – Maintenance of green spaces
 - 7.2 Appointment of people in charge of enforcing the bylaw regarding water flow
 - 7.3 Call for tenders for street sweeping services
 - 7.4 Awarding of contract -Purchase and spreading of a dust suppressant
 - 7.5 Awarding of contract – Repairs to part of the roof at the town hall
- 8. Public hygiene**
- 9. Urban planning and zoning**

- 9.1 Zoning – Application for a minor variance to regularize the location of the secondary building and to increase the maximum land surface occupation at 9 des Noyers Road
- 9.2 Zoning – Application for a minor variance to regularize the location of the main building at 2 Filiou Road
- 9.3 Subdivision of three lots at 295 de la Baie Road
- 9.4 Subdivision: unification of three lots at 32 des Vacanciers Avenue
- 9.5 Zoning: Application for a minor variance for the location of a garage in the shoreline at 2396 Kennedy Road
- 9.6 Zoning: Application for a minor variance to regularize the location and height of the secondary building at 150 Pointe-Aux-Roches Road
- 9.7 Appointment as inspector, urban planning department
- 9.8 Infringement case – 1656 Route 148
- 10. Recreation and culture**
 - 10.1 Implementation of the 2017 summer day camp program
- 11. Miscellaneous**
 - 11.1 School bus safety on Route 148
- 12. Various reports and correspondence**
 - 12.1 Tabling of various municipal reports:
 - a) animals
- 13. Tabling of the registre of correspondence**
 - 13.1 Register of the correspondence received in March 2017
- 14. Public question period**
- 15. Closing of meeting**

It is

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

AND RESOLVED to adopt the agenda as prepared and read.

Carried

17-04-3075

ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD ON MARCH 14, 2017.

It is

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

AND RESOLVED TO adopt the minutes of the regular meeting held on March 14, 2017.

Carried

17-04-3076

BUDGETARY TRANSFERS (APRIL 2017)

It is

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

AND RESOLVED THAT the Municipality carries out the budgetary transfers as described on the attached list in the amount of **\$10, 469.00.**

Carried

17-04-3077

LIST OF INVOICES TO PAY

It is

Moved by: Inès Pontiroli
 Seconded by: Thomas Howard

AND RESOLVED THAT this council authorizes the payment of invoices amounting to **\$45,365.27** (see appendix) for the period ending on March 31st, 2017 and to debit budget posts related to the expenses mentioned on said list.

Carried

17-04-3078

LIST OF FIXED AND PRE-APPROVED EXPENSES

It is

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

AND RESOLVED THAT this council approves the list of disbursements and withdrawals made from March 1st to the 28th, 2017, all for a total amount of **\$392,856.26** (see appendix).

Carried

17-04-3079

LIST OF INCURRED EXPENSES FOR THE MONTH OF APRIL 2017

It is

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

AND RESOLVED to accept the incurring expenses shown in appendix A, for a total amount of **\$17,686.26** taxes included.

Carried

The Director General tables the report regarding the delegation of authorized expenditures from March 1st to the 28th, 2017.

17-04-3080

POLICY PERTAINING TO ACADEMIC TRAINING

WHEREAS it is necessary to review the Policy pertaining to academic training;

It is

Moved by : Inès Pontiroli
Seconded by : Thomas Howard

AND RESOLVED that any application for financial assistance made by a staff member indicating the course and the total incurred expenses for academic training shall be submitted and approved by Council, and the following standards must be complied with:

- If the Municipal Council approves the employee's academic training, the Municipality will reimburse, at the end of the training, 50% of the fees for tuition, registration, books or other documents required by the institution providing the course, under the condition that the employee provides proof of successful completion of the course. In case of failure, there will be no reimbursement from the Municipality;
- Time dedicated for training and traveling and fees related to traveling, meals and others are at the employee's expense;
- If the employee resigns less than two years after the successful completion of the course, he/she must reimburse the Municipality of any amounts received for the said training;
- Studies or courses followed as part of this academic training must be on topics directly related to the work performed by the employee.

IT IS ALSO RESOLVED that this resolution abrogates resolution #11-03-571

Carried

17-04-3081

“BYLAW No. 02-17 DECREERING CAPITAL EXPENDITURES AND A LOAN OF \$750, 000.00 FOR THE ACQUISITION OF VEHICLES FOR THE FIRE DEPARTMENT”

WHEREAS the Municipality of Pontiac wishes to take advantage of the power provided under subparagraph 2 of the second paragraph of section 1063 of the Quebec Municipal Code;

WHEREAS the Municipality must plan for the purchase or replacement of several vehicles for operational purposes, that is to replace vehicles having reached their maximum useful life, as well as to comply with the Fire Safety Cover Plan;

WHEREAS the Municipality has planned for consequent investments in its three-year investment program 2017-2019 adopted on December 20, 2016 (resolution 16-12-3013);

WHEREAS a notice of motion of the present by-law has been duly given during a regular council meeting held on March 14, 2017;

CONSEQUENTLY, it is

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

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

BY-LAW No. 02-17 DECREERING CAPITAL EXPENDITURES AND A LOAN OF \$750, 000.00 FOR THE ACQUISITION OF VEHICLES FOR THE FIRE DEPARTMENT”

SECTION 1. The council is authorized to spend an amount not exceeding \$ 750,000.00 for capital expenditures, for the purchase of vehicles for the Fire Department, broken down as follow:

Description	20 years	Total
Vehicles – Fire Department	\$750, 000.00	\$750, 000.00
Total	\$750, 000.00	\$750, 000.00

SECTION 2. The council is hereby authorized to borrow a sum not exceeding **\$ 750,000.00**, over a 20 year period for the purpose of paying the expenses provided for in the present bylaw.

SECTION 3. To provide for committed expenses related to interests and the reimbursement in capital of the loan at the annual due dates, 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.

SECTION 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.

SECTION 5. The council will attribute to the loan reduction decreed in the present by-law any contribution or subsidy that could be paid for part or all of the expenditure decreed by the present by-law.

The council will also attribute to the payment, in part or in total of the debt servicing, any grant payable over several years. The reimbursement term corresponding to the amount of the loan will be

automatically adjusted at the time determined for the payment of the loan.

SECTION 6. The present by-law will come into force in accordance with the law.

Carried on a divided vote

Councillor Inès Pontiroli votes against the resolution.

17-04-3082

EVALUATION OF THE MAINTENANCE OF PAY EQUITY

WHEREAS the Municipality must proceed with the evaluation of the maintenance of pay equity;

WHEREAS the Municipality has requested service offers in order to proceed with the evaluation;

WHEREAS the Municipality has received the following proposals:

Tenderer	Amount submitted (before taxes)
Morneau Shepell («best cost» option)	\$5, 000
Morneau Shepell («full service» option)	\$8, 000
Médiation Hub -André Lacaille	\$6, 400

WHEREAS the Director of Finances and Human Resources and the Director General have proceeded with the analysis and found the offer of *Médiation Hub* (André Lacaille) to be the most advantageous, taking into account the number of support hours offered;

It is

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

AND RESOLVED THAT the council accepts the offer of *Médiation Hub* (André Lacaille), for evaluating the maintenance of pay equity for a maximum amount of \$6, 400.00 before taxes.

Carried

17-04-3083

EXTERNAL AUDITOR SERVICES – APPROVAL OF THE SELECTION CRITERIA

WHEREAS resolution 17-03-3042 authorizing the Director General and Secretary-Treasurer to launch a call for tenders by invitation for professional services – external audit services;

WHEREAS an expenditure of more than \$25, 000.00 has been foreseen for this mandate of professional services;

WHEREAS the requirements, the assessment criteria, as well as the weighting and assessment methods used for the call for tenders and the selection committee must be adopted beforehand by the Municipal Council, as required by section 936.0.1 of the Municipal Code;

It is

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

AND RESOLVED THAT the Municipal Council adopts the revised selection criteria as well as the assessment and weighting grid proposed by the Director General.

Carried

17-04-3084

TEMPORARY REPLACEMENTS – HUMAN RESOURCES

WHEREAS employees absences for various reasons;

WHEREAS the significant workload and services to be rendered to citizens;

It is

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

AND RESOLVED THAT the council mandates the Director General to temporarily replace staff members during short absences, in accordance with the provisions of the collective agreement.

Carried

17-04-3085

MUNICIPAL HOUSING BUREAU –2017 REVISED BUDGET

WHEREAS through resolution 17-01-3025, the Municipal Council accepted the Municipal Housing Bureau's 2017 budget showing a 10% municipal share, that is \$3, 794.00;

WHEREAS the Municipality has received a revised budget on March 13, 2017 for the current year;

It is

Moved by : Thomas Howard
Seconded by : Inès Pontiroli

AND RESOLVED THAT the Municipality accepts the Municipal Housing Bureau's 2017 revised budget now showing an annual municipal share of \$4, 144.00

Carried

17-04-3086

RECOVERY OF LEGAL FEES

WHEREAS Mr. Edward McCann, having full knowledge of the situation and despite the letter from the Quebec Chief Electoral Officer dated July 6, 2015 informing him of his ineligibility to stand for a municipal election for a period of four (4) years as of January 1, 2015, presented his candidacy on October 2, 2015 for the by-election of November 8, 2015, to replace the Councillor of district two (2), who resigned;

WHEREAS, despite the warning from the Quebec Chief Electoral Officer, on October 5, 2015, reminding Mr. Edward McCann of his ineligibility to stand for a municipal election until January 1st 2019 and informing him of the possible sanctions following his application for the by-election of November 8, 2015, Mr. Edward McCann refused to withdraw his application and continued to maintain his application for the by-election of November 8, 2015;

WHEREAS on June 28, 2016, the Superior Court declared Mr. Edward McCann as being disqualified as council member of the Municipality of Pontiac and of any other municipality for a four-year period as of January 1st 2015;

WHEREAS on January 25, 2017, the Quebec Court of Appeal rejected Mr. Edward McCann's request to reject the judgment of first instance;

WHEREAS the Municipal Council had no choice but to pay the legal fees incurred by Mr. Edward McCann for his defence;

WHEREAS the Municipal Council announced its intention to recover the Municipality's incurred expenses (resolution 16-03-2692);

It is

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

AND RESOLVED THAT this council mandates the Municipality's legal advisor in order to recover the fees and expenses incurred by the Municipality in this case, as well as the fees for defence which were reimbursed by the Municipality upon Mr. Edward McCann's request.

Carried on a divided vote

Councillor Inès Pontiroli votes against the resolution.

17-04-3087

GROUP INSURANCE PLAN

WHEREAS the Municipality is competing with several organizations to recruit qualified staff ;

WHEREAS a group insurance plan helps in attracting and retaining qualified staff ;

WHEREAS most municipalities in the MRC des Collines offer such a plan ;

WHEREAS the collective agreement for employees of the Québec Teamsters local 106 must be renegotiated;

WHEREAS the Director General has started working on the parameters of such a plan in order to offer various options to the Municipal Council ;

It is

Moved by : Inès Pontiroli
Seconded by : Thomas Howard

AND RESOLVED THAT this Council accepts the general principle of such a project, subject to the following conditions :

- Acceptance by 50% of the unionized employees ;
- Acceptance by 50% of management ;
- Plan financed at 50% by the employer , up to a maximum annual contribution of \$55, 000, mainly financed by budgetary redistributions;

IT IS ALSO RESOLVED THAT the Council mandates the Director General in order to :

- Specify the terms and conditions of the plan ;
- Consult the staff members in order to assess the level of support ;
- Obtain tenders in order to ensure the best possible price on the market.

Carried

17-04-3088

BYLAW 01-17 CONCERNING THE ESTABLISHMENT OF A FIRE DEPARTMENT

WHEREAS the powers vested to the Municipality in terms of fire protection and safety, particularly by the Municipal Code (L.R.Q., c,C-27.) and the Fire Safety Act (L.R.Q., section S-3.4);

WHEREAS the Municipality offers a fire protection and safety service and intends on maintaining this service;

WHEREAS municipal regulations on the subject must be adapted to the Municipality's capacities and needs;

WHEREAS the need to update bylaw 097-89 concerning the Municipality of Pontiac's Fire Department, adopted on November 6, 1989, particularly to modernize the Fire Department's structure and to take into account the new government requirements;

WHEREAS the need to create, in particular, an implementation plan under the Fire Safety Cover Plan of the MRC des Collines-de-l'Outaouais;

WHEREAS the condition and capacity of the equipment and the staff available to the Municipality in terms of safety and fire protection;

WHEREAS furthermore, the new ministerial guidelines adopted by the government in the regulation regarding the training of members of the Fire Department, and deemed to have been adopted under the Fire Safety Act with regards to the mandatory training of professional firefighters (permanent or temporary);

WHEREAS it is necessary, and in the interest of the Municipality, to limit the level of service offered by the Municipality in terms of safety and fire protection;

WHEREAS a notice of motion has been given at the regular meeting held on January 10, 2017;

CONSEQUENTLY, it is

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

AND RESOLVED that the council decrees and statutes on the bylaw as follows:

SECTION 1 - PREAMBLE

The preamble is an integral part of the present bylaw.

SECTION 2 – TITLE OF BYLAW

The present bylaw will be entitled “Bylaw concerning the establishment of a Fire Department”

SECTION 3 – ESTABLISHMENT OF THE DEPARTMENT

- 3.1 The Fire Department is constituted under the name of « Fire Department of the Municipality of Pontiac ».
- 3.2 The mission of the department is to protect lives and the property of citizens, to protect the environment by combating fires, to rescue people involved in traffic accidents, and any other incident, as well as offering assistance to citizens during medical emergencies and having a fire prevention and protection program in order to reduce the loss of human lives and material assets on the entire municipal territory and any other territory having reached an intermunicipal agreement to that effect. All in compliance with the Fire Safety Cover Plan and the Civil Safety Plan.
- 3.3 The Fire Department assumes this responsibility with the resources granted by the Municipal Council.

SECTION 4 – MANDATE OF THE FIRE DEPARTMENT

- 4.1 The department and each of its members are in charge of preventing and fighting fires, of intervening in events included in the Fire Safety Cover Plan according to their terms or when their services are required in other types of interventions, to ensure the protection of people throughout the entire territory over which the Municipality has jurisdiction.
- 4.2 The department must respond to any emergency call announcing that there is a fire on the Municipality's territory or on any territory subject to its jurisdiction under an intermunicipal agreement. It also intervenes after any decision taken to this effect, in accordance with the Law, the present bylaw or an agreement to which the Municipality is part of.
- 4.3 The department intervenes during a fire to avoid the loss of human lives and to

prevent the fire from degenerating to conflagration, that is, to prevent it from spreading from one building to another.

- 4.4 The department promotes prevention awareness, especially by promoting means of self-protection such as the installation of smoke alarms and the installation of portable extinguishers, etc., as provided in bylaw 01-17 and its subsequent versions.
- 4.5 The department carries out inspection and investigation activities, research on the causes and circumstances of a fire, and incident analysis it has been entrusted to by the Law and the present bylaw.
- 4.6 As part of the implementation and automated mutual assistance of the Fire Safety Cover Plan, the department will intervene on the territory of a municipality bound by the Fire Safety Cover Plan, contingent upon the availability of staff and equipment and that there is no other emergency intervention on the Municipality's territory at the time of the request.
- 4.7 The department will fulfill its obligations to the extent of the availability of the workforce, the equipment and the budgets provided and under the condition that the fire scene, if applicable, is reachable by public road. Furthermore, the department's intervention during a fire is done according to the department's capacity to obtain and supply the water needed to fight the fire, in view of the municipal infrastructures, the available equipment and the area's topography.

SECTION 5 – ORGANIZATIONAL STRUCTURE

- 5.1 The department consists of :
 - A full-time Director ;
 - Three fire hall Captains;
 - One Lieutenant per fire hall;
 - Firefighters;
 - Any other staff needed to fulfill the mandates assigned to the department.
- 5.2 The commanding officers consist of the Director and the Captains
- 5.3 All members of the department, including the commanding officers and lieutenants, are firefighters and are remunerated according to the policies established in that respect by resolution of the Municipal Council or as per the agreements reached between the Municipality and the Service members.
- 5.4 The members are divided in 3 fire halls located in the areas of Breckenridge (Fire Hall 1), Luskville (Fire Hall 2) and Quyon (Fire Hall 3).

SECTION 6 – HIRING CONDITIONS

- 6.1 The conditions for hiring firefighters are those provided by the Fire Safety Act (L.R.Q., c,c-27.) and the related bylaws. The candidate's general skills are also considered.

Without limiting the generality of the foregoing, in order to be eligible to become a member of the department as a firefighter, the candidate must:

- 6.1.1 Be 18 years old or more;
- 6.1.2 Have a valid driver's license;
- 6.1.3 Have a Class 4a driver's license, if eligible to drive emergency response vehicles;
- 6.1.4 Have no prior criminal record that could have a direct link to the position held within the department, unless having obtained a pardon or being in the process of obtaining one from the responsible authorities;
- 6.1.5 Complete the interviews required by the Director;

- 6.1.6 The Director may require that the candidate be deemed physically capable, by a doctor designated by the Municipality, to become a member of the Department, if needed, following a medical examination;
- 6.1.7 Maintain at all times the minimum physical condition required to work as a firefighter and, upon the department Director's request, undergo a new medical examination to attest to this.
- 6.2 Section 6.1 does not apply to firefighters hired before the entry into force of the present bylaw with the exception of sections 6.1.2, 6.1.3 and 6.1.4.
- 6.3 Upon recommendation of the Department's Director, the Municipal Council appoints by resolution, the Department's members.

SECTION 7 – COMPLETE FIREFIGHTING GEAR AND EQUIPMENT

The complete firefighter bunker suit and equipment needed to perform their duties is provided by the Municipality, according to the laws and standards in force.

SECTION 8 - TRAINING

- 8.1 The candidate commits to following the «Firefighter I» training program of the Quebec National Firefighters' School and must pass the theoretical and practical exams. The fees related to this training are divided according to the policy established by the Municipality or according to the agreements reached between the Municipality and the Service members.
- 8.2 The candidate must agree to participate in a minimum of fifty per cent (50%) of the annual training hours which are part of the continuing education program prepared by the Director and in compliance with the training framework of the Quebec National Firefighters' School.
- 8.3 Any candidate appointed as a member of the Fire Department will have a twelve (12) month probation period. This period is the equivalent to a staff performance appraisal. This probation period could be extended upon recommendation of the Department's Director. A resolution from the Municipal Council will confirm the firefighter's permanent status.

SECTION 9 - AUTHORITY

The members of the department must comply with the present bylaw, with the issued directives, with the Code of Ethics as well as the rules of internal management established by the Director.

SECTOR 10 – DISCIPLINARY SANCTIONS

- 10.1 The Director of the Department may file a disciplinary notice reproaching any firefighter's act if found guilty of insubordination, bad conduct, refusing or neglecting to comply with internal management rules, the Code of Ethics or any other regulation applicable to the Department.
- 10.2 The Director of the Department, an officer or a firefighter may, by council resolution, be fired, demoted, reprimanded or suspended, depending on the seriousness of the act for which he/she is being reproached of committing, if:
- There is serious misconduct;
 - He fails to respect his obligations imposed by the present bylaw.
- 10.3 Any member who ceases to be part of the department or is suspended must return, within seven days of the decision, all pieces of identification, clothing and equipment, to the Director of the Department as well as any other objects or documents received for the performance of his duties. The Municipality

reserves the right to start legal procedures in order to recuperate its belongings at the end of this delay.

SECTION 11 – POWERS OF THE DIRECTOR

- 11.1 The Director leads the Fire Department according to the laws, regulations, policies, guidelines and according to a current job description.
- 11.2 The Director reports to the Municipality's Secretary-Treasurer/Director General.
- 11.3 For the proper operation of the department, operating guidelines as well as standardized operating procedures may be given by the Department's Director or the Secretary-Treasurer/Director General. All members of the department must observe these guidelines as if they were an integral part of the present bylaw and the commanding Officers have the responsibility, the obligation and the power to implement them.

11.4 Powers at the scene of a fire

11.4.1 The Director of the Department or his representative assumes the full direction of the operations executed by the department's staff, and this, as long as the emergency situation lasts. He must particularly take the necessary measures to keep or move anyone away who endangers his/her own safety or that of others, or may interfere with the firefighters' work. The Director of the Department or his representative also has the powers conferred upon him by the Fire Safety Act (L.R.Q., c,c-27.).

11.4.2 In the absence of the Director of the Department or his representative at the scene of a fire or other disaster, the first Officer or firefighter who arrives at the scene will be responsible for managing the operations.

11.4.3 When such an event warrants the joint response effort from several Fire Departments, all rescue operations at the scene are under the authority of the Director of the Department or his representative, unless otherwise agreed.

However, until the Director or his representative's arrival at the scene of a fire or other disaster, the first Officer or firefighter who arrives at the scene will be responsible for managing the operations.

11.4.4 When the state, the use or the occupation of a building creates an immediate danger to the public's safety, the Director of the Department or his representative may take the measures deemed necessary to remove or control the said danger or may order the immediate evacuation of the people inside and prevent access to the building, as long as the danger exists.

11.4.5 The Director of the Department or his representative may establish a security perimeter and define it as deemed necessary. No one is allowed to cross such a perimeter on the premises of any fire or a disaster. One must particularly comply with the orders of the Director or his representative.

11.4.6 The Director of the Department or his representative is authorized to limit, interrupt or prohibit vehicle traffic during a fire or other disaster.

11.5 End of the emergency

The Director of the Department or his representative, states the end of the emergency when he considers that there is no longer any danger to human life, the environment or property.

11.6 Assistance and help

Anyone present at the scene of an emergency must, if asked by the Director or his representative in charge, lend the assistance and help they are capable of giving, to fight a fire or any other situation considered urgent by the Director of the Department or his representative.

11.7 Power to demolish

The Director of the Department or his representative is authorized to demolish any building, house, fence, secondary building, construction, installation or anything else, when necessary, in order to stop the propagation of a fire as well as to ensure the safety of citizens.

11.8 Power to request assistance

In case of fire on the Municipality's territory or within the jurisdiction of its Fire Department, when the magnitude of the disaster exceeds their capacity, the Director of the Department or his representative may ask one or the other of its counterparts, for the intervention or the assistance of another municipality's Fire Department, all according to the provisions of the established agreements, if applicable.

11.9 Power to provide assistance

The Director of the Department or his representative is authorized to involve the department or to provide assistance, following a request from a neighbouring municipality, according to the Fire Safety Act (L.R.Q., c,c-27.) and with the provisions of the established agreements, if applicable.

11.10 Request for assistance from another Municipality

When a request is made by another Municipality, the Pontiac Fire Department does not enquire about the genuine identity of the applicant and, upon receiving the request, the department is dispatched to the scene, at the applicant's expense.

In a case when the Municipality requesting assistance is bound by an intermunicipal agreement with the Municipality of Pontiac, this agreement applies.

11.11 Priority

The department will respond first and foremost and at all time, the calls originating from its territory and must give priority to any intervention within its jurisdiction boundaries before responding to calls from other municipalities.

11.12 Determination of causes and circumstances

The Director of the Department or his representative may, within twenty-four (24) hours of the end of the fire:

- 11.12.1 Prohibit access to the scene of the disaster to facilitate the search or the preservation of elements that are useful in the performance of his duties;
- 11.12.2 Inspect the scene and examine or seize any document or object on the premises that may, according to him, help to establish the point of origin, the probable causes or the immediate circumstances of the fire;
- 11.12.3 Take pictures of the scene and objects;
- 11.12.4 Take copies of documents;
- 11.12.5 Carry out or have someone perform on-site any expert assessment he deems necessary;

11.12.6 Gather the testimony of people present at the time of the incident.

SECTION 12 – RESPONSIBILITIES OF THE DIRECTOR

12.1 The Director of the Department is in charge of enforcing the present bylaw.

12.2 Subject to restrictions that may be imposed by the Police Department in the cases referred to in section 11.4, the Director of the Department or a qualified person that he has assigned must, for any fire that occurred within the department's jurisdiction, determine the point of origin, the probable causes as well as the immediate circumstances which are, among other things, the characteristics of the building or of the damaged property and the course of events.

12.3 The Director of the Department must notify the Minister, no later than the 31st of March in the year following the fire, of the date, time and place of the fire, the nature and assessment of the damages and, if they are known, the point of origin, the probable causes and the immediate circumstances of the fire, which are, among other things, the characteristics of the building or of the damaged property and the course of events.

Transmission of the information will be done through forms and media, made available to the department by the Ministry of Public Safety.

12.4 The Director of the Department or the person he has designed must, without delay and before starting his research, report to the Police Department having jurisdiction on the territory of the disaster, any fire :

12.4.1 That has claimed lives;

12.4.2 for which the likely cause was clearly not accidental or for which there are reasons to believe there was a criminal act involved;

12.4.3 which is a special case specified by the Police Department

12.5 The Director of the Department is responsible for :

12.5.1 fulfilling the obligations imposed on the department, to the extent of the workforce and equipment made available by the Municipality;

12.5.2 the relevant use of human and physical resources made available by the Municipality;

12.5.3 the implementation of the actions provided under the Fire Safety Cover Plan adopted by the Municipal Council.

12.6 The Director of the Department must :

12.6.1 see to the administrative management of the department within the budget limit allocated by the Municipality;

12.6.2 help to enforce the municipal bylaws directly related to safety or fire protection and promote the enforcement of any municipal bylaw that has an influence on fire safety;

12.6.3 recommend to council any amendment to existing bylaws or any other bylaw deemed essential or important for the protection of people and property, against fire ;

12.6.4 make recommendations to the Municipal Council that are pertinent to devices or equipment for the department, staff recruitment, the construction, renovation or improvement of the fire hall, the improvement of the water distribution network and flow conditions;

12.6.5 see to department members' permanent training and development in order to maximize efficiency, especially at the scene of a fire ;

12.6.6 ensure that the equipment and facilities used by the department are regularly inspected and checked, that a report is completed to that effect and that a follow-up (repairs, replacement, etc.) is done.

SECTION 13 – DUTIES AND POWERS OF THE FIRE HALL CAPTAINS

- 13.1 Under the supervision of the Director of the Department, the fire hall Captain is closely involved in all of the department's activities, both administrative and operational, according to the laws, regulations, policies, guidelines, and according to a current job description.
- 13.2 He is responsible for his fire hall, manages the equipment required for the proper functioning of his fire hall, is in charge of the weekly maintenance of the vehicles and equipment, ensures that the members of his fire hall receive their monthly training, controls the reports that are submitted for his approval by his subordinates and is involved in the staff evaluations;
- 13.3 In the absence of the Director of the Department, or at the request of the Municipality's Secretary-Treasurer/Director General, he assumes the duties of the Director of the Department.
- 13.4 He reports to the Director of the Department or to the Secretary-Treasurer/Director General of the Municipality.

SECTION 14 – DUTIES AND POWERS OF THE LIEUTENANTS

- 14.1 The Lieutenant, under the authority of the Captain of the fire hall, helps the latter with the coordination and the supervision of all his team's activities and resources that he has been entrusted with and with the full implementation of the guidelines and the decisions made by management, according to a current job description.
- 14.2 He reports to the Captain of the fire hall, to the department's Director or to the Secretary-Treasurer/Director General of the Municipality.

SECTION 15 – DUTIES AND POWERS OF THE FIREFIGHTERS

- 15.1 Under the direction of the officers, it is the firefighter's duty to help citizens in the event of a fire and in any circumstances when their lives or property is threatened. Furthermore, he performs any other actions according to laws, regulations, policies, guidelines and according to a job description.
- 15.2 He reports to the Lieutenant, or during his absence, the fire hall's Captain or the department's Director.
- 15.3 The firefighters have the responsibility and the duty to execute safe operational guidelines, the standardized operational procedures as well as the administrative guidelines issued by the Director of the Department or by the Municipality's Director General.

SECTION 16 – POWERS OF INTERVENTION

In order to perform their duties, firefighters may enter any premises affected or threatened by fire, other disasters or in an emergency situation, as well as in any adjacent buildings, in order to fight fires or to provide assistance.

Under the same conditions and under the authority of the Director of the Department, his representative or the designated officer or firefighter, they may also:

- 16.1 Enter any premises by using the necessary means where there is a serious danger to people or property, or in adjacent buildings in order to stop or mitigate the danger or to provide assistance;
- 16.2 if, at the time of a forced entry, as described in the previous section, the occupant or the owner of a property is absent, the property must be return to a secure state equivalent to what it was prior to the forced entry;
- 16.3 prohibit the access in a protected zone, stop or reroute traffic or subject it to

- special rules;
- 16.4 as a security measure in a dangerous zone and when there is no other means of protection, order the evacuation of the premises;
 - 16.5 to guarantee the safety of operations, and after ensuring that this action does not endanger the safety of others, order the shutdown of the power supply to a building or to an area, or if it is possible to do in a simple and safe manner, carry out this task themselves;
 - 16.6 authorize any other necessary measures to secure the premises;
 - 16.7 when the firefighters can no longer handle the task, accept or seek help from anyone able to assist them ;
 - 16.8 accept or request the necessary means of private help, when the department's means are insufficient or not readily available to respond to an emergency situation;
 - 16.9 intervene in the case of a spill of hazardous materials, according to the training received and the protective equipment available, provided that there is appearance of reasonable risk of danger to people, animals, property or the environment.

SECTION 17 - SECURITY

- 17.1 Any firefighter hired by the Municipality may, in the performance of his duties, expel anyone who interferes with the firefighters' work, or someone making operations at the scene of an emergency difficult, who refuses to obey the orders given by a firefighter, who refuses to move when asked or hinders, in anyway, the course of operations.
- 17.2 No one can damage the equipment or the material used for fire prevention or for firefighting, or interfere with, or prevent its operation.

SECTION 18 - RATE

The rate regarding the fees required for the intervention of the Municipality's firefighters on another municipality's territory is determined according to an intermunicipal agreement or, by default, according to the actual costs incurred as part of the said intervention.

SECTION 19 – DEDICATED FUND

Any revenue collected from the reimbursement of fees for the use of extrication devices by the *Société de l'assurance automobile du Québec* will be designated to the allocated surplus reserved exclusively for financing the Fire Department's equipment, as per the Fire Departments Director's recommendations.

SECTION 20 – APPLICABLE PROVISIONS

The provisions related to seized objects as provided under the Code of Penal Procedure, chapter C-25.1, are applicable, with the necessary adjustments, to the documents and objects seized under section 44 of the Fire Safety Act (L.R.Q., c,c-27.), once they have been seized.

SECTION 21 - IMMUNITY

Each member of a fire department or any other person from which help was expressly accepted or required under paragraph 7 of the second sub-paragraph of section 40 of the Fire Safety Act (L.R.Q., c,c-27.) is exonerated from any responsibility for the prejudice that may result from his intervention during a fire or an emergency situation or a disaster for which mandatory back-up measures are provided under the Plan, according to section 11 of the Fire Safety Act (L.R.Q., c,c-27.), unless that prejudice is caused by his willful misconduct or gross negligence.

This exoneration shall also benefit the authority that established the department or

requested its intervention or assistance, unless it has not adopted a plan for the implementation of the Fire Safety Cover Plan, as it was required to do so, or if the measures provided for in the applicable plan related to the alleged acts were not taken or carried out according with what was established.

SECTION 22 – ABROGATION

The present bylaw abrogates and replaces bylaw 097-89 regarding the Fire Department.

SECTION 23 - COMING INTO EFFECT

The present bylaw will come into effect according to Law.

Carried

17-04-3089

DISMISSAL - FIRE DEPARTMENT OFFICERS

WHEREAS section 8 of the bylaw pertaining to the conditions for practicing within a municipal Fire Department states that « the firefighter acting as the officer responsible for the management of operations [...] must have an Officer 1 certification awarded by the Quebec National Firefighters School»;

WHEREAS a firefighter may take on the duties of an officer during the time which he is in the process of obtaining the required officer certification, provided that this period does not exceed 48 consecutive months, following the date of entry into function for the Officer 1 certification;

WHEREAS Captain Chris Davis (appointed captain in 2006) and Captain Serge Laforest (appointed captain in 2006), as well as Lieutenants Francis Madore (appointed lieutenant in 2011) and Kevin Mansey (appointed lieutenant in 2011) have exceeded the 48-month grace period;

WHEREAS the performance report of the Municipality of Pontiac's Fire Department, produced in May 2016 by the Quebec National Firefighters School, recommends that these 4 officers be dismissed because they do not meet the requirements under section 8 of the regulation pertaining to the conditions for practicing within the Municipal Fire Department;

WHEREAS the Fire Department's Director recommends proceeding as follows;

It is

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

AND RESOLVED THAT Captains Chris Davis and Serge Laforest, as well as Lieutenants Francis Madore and Kevin Mansey be immediately dismissed from their duties as officers.

IT IS ALSO RESOLVED to abrogate resolution 11-06-731.

Carried

17-04-3090

APPOINTMENT – FIRE DEPARTMENT OFFICERS

WHEREAS it is necessary to maintain a proper hierarchical structure during emergency interventions until the appointment of new officers;

WHEREAS Captains Chris Davis and Serge Laforest, as well as Lieutenants Francis Madore and Kevin Mansey are currently finishing their training and the Director of the Fire Department is satisfied with their progress;

WHEREAS the Director of the Fire Department recommends proceeding as follows;

It is

Moved by :
Seconded by :

AND RESOLVED to appoint Mr. Chris Davis and Mr. Serge Laforest as firefighters eligible for the position of captain, and Mr. Francis Madore and Mr. Kevin Mansey as firefighter eligible for the position of lieutenant.

FINALLY, IT IS RESOLVED THAT while carrying out these interim functions, they will be remunerated at the hourly rates provided for the captain and lieutenant positions.

AMENDMENT

APPOINTMENT – FIRE DEPARTMENT OFFICERS

WHEREAS it is necessary to maintain a proper hierarchical structure during emergency interventions until the appointment of new officers;

WHEREAS Captains Chris Davis and Serge Laforest, as well as Lieutenants Francis Madore and Kevin Mansey are currently finishing their training and the Director of the Fire Department is satisfied with their progress;

WHEREAS the Director of the Fire Department recommends proceeding as follows;

It is

Moved by : Thomas Howard

Seconded by : Nancy Draper-Maxsom

AND RESOLVED to appoint Mr. Chris Davis and Mr. Serge Laforest as firefighters eligible for the position of captain, and Mr. Francis Madore and Mr. Kevin Mansey as firefighter eligible for the position of lieutenant for a maximum period of six (6) months.

FINALLY, IT IS RESOLVED THAT while carrying out these interim functions, they will be remunerated at the hourly rates provided for the captain and lieutenant positions.

Carried on a divided vote

Councillor Brian Middlemiss votes against the resolution.

17-04-3091

RESIGNATION OF A VOLUNTEER FIREFIGHTER

WHEREAS it is necessary to rely on a dynamic brigade, which is able to ensure the public's safety;

WHEREAS a hiring process is underway;

WHEREAS the Memorandum of understanding between the Municipality of Pontiac and the Pontiac Firefighters' Association provides for, at section 18, «a firefighter wishing to take leave without pay must submit a written application stating the reason and duration of the leave, therefore not exceeding one (1) year. » ;

WHEREAS, according to the same section, « such a request must be submitted at least four (4) weeks before the beginning of the said leave »;

WHEREAS the firefighter in question has not participated in the brigade's activities since October 2015 and there has been no written application for leave without pay submitted to the Municipality;

WHEREAS the recommendation of the Director of the Fire Department;

It is

Moved by : Thomas Howard

Seconded by : Nancy Draper-Maxsom

AND RESOLVED that the Council ratifies the departure of the following firefighter:

- Prest, Evan

IT IS ALSO RESOLVED THAT the Council thank him for his years of service within the brigade.

Carried on a divided vote

Councillor Brian Middlemiss votes against the resolution.

17-04-3092

AWARDING OF CONTRACT - MAINTENANCE OF GREEN SPACES

WHEREAS the Director of Infrastructures and Public Works has proceeded with a public call for tenders for the maintenance of green spaces for the years 2017, 2018 and 2019;

WHEREAS following this public call for tenders which was published on the Quebec Government's electronic system SEAO, two proposals have been received within the set time frame;

WHEREAS two (2) proposals received in the following amounts (taxes included):

Tenderer	Submitted amount Tender A	Submitted amount Tender B
8110123 Canada Inc. (Entreprise MK)	\$34, 147.58	\$62, 776.35
6005608 Canada Inc. (Éric Nault)	\$111, 525.75	\$125, 322.73

WHEREAS the Director of Infrastructures and Public Works has analyzed the tenders;

WHEREAS the tenders are compliant to our specifications;

WHEREAS the proposal (amounts A and B) submitted by 8110123 Canada Inc. (Entreprise MK) is the most advantageous for the Municipality;

It is

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

AND RESOLVED that Council grants the two (2) mandates to 8110123 Canada Inc. (Entreprise MK) for a total amount of \$96, 923.93.

IT IS ALSO RESOLVED that the Mayor and the Director General and Secretary-Treasurer or their replacements are hereby authorized to sign in the name of the Municipality, all documents giving effect to the present resolution.

Carried

17-04-3093

**APPOINTMENT OF PEOPLE IN CHARGE OF ENFORCING THE BYLAW
REGARDING WATER FLOW**

WHEREAS the MRC des Collines-de-l'Outaouais has been entrusted with the competence to ensure the free flow of water courses on its territory, under sections 103 to 109 of the Municipal Powers Act (L.R.Q.,c. C-47.1);

WHEREAS the MRC des Collines-de-l'Outaouais has adopted the bylaw governing matters related to the water flow of water courses (bylaw 152-10);

WHEREAS, for the purpose of bylaw 152-10, the Municipality must appoint an officer (« competent authority ») to enforce the bylaw and to issue violation notices for any infringement to one provision or another of the bylaw *governing matters related to the flow of water courses of the MRC des Collines-de-l'Outaouais*.

It is

Moved by : Thomas Howard
Seconded by : Inès Pontiroli

AND RESOLVED THAT the Municipality of Pontiac appoints Mr. Alain Bourgeois, Director of Infrastructures and Public Works, Mr. Jean Luc Trépanier, Head of division – Public Works and Mr. Pierre-Louis Chartrand, Inspector, as « competent authorities » in charge of enforcing the bylaw *governing matters related to the flow of water courses of the MRC des Collines-de-l’Outaouais* and to issue any violation notices to one or the other infringement to the provisions of said bylaw.

IT IS ALSO RESOLVED THAT a copy of this resolution be forwarded to the MRC des Collines-de-l’Outaouais.

Carried

17-04-3094

CALL FOR TENDERS FOR STREET SWEEPING SERVICES

WHEREAS it is necessary to sweep streets and intersections come spring time, in order to pick up sand and other debris;

WHEREAS outsourcing this work will allow us to reduce the cost and the time needed to carry out this work, in addition to freeing up staff to carry out other work;

It is

Moved by: Thomas Howard
Seconded by : Inès Pontiroli

AND RESOLVED to issue a call for tenders by invitation for the rental of a mechanical sweeper with an operator, and to award the contract to the lowest bidder, for a maximum amount of \$15,000 (plus taxes).

IT IS ALSO RESOLVED to attribute this expenditure to budget item 02 32000 515.

Carried

17-04-3095

AWARDING OF CONTRACT – PURCHASE AND SPREADING OF A DUST SUPPRESSANT

WHEREAS the Director of Infrastructures and Public Works has proceeded with a call for tenders by invitation for the supply, delivery and spreading of 155, 000 litres of calcium to be used as a dust suppressant for gravel roads;

WHEREAS following this call for tenders, the three following proposals were received within the set time frame;

TENDERER	Amount submitted (before taxes)
Multi-Route	\$41, 540.00
Les Entreprises Bourget	\$44, 748.50
Somavrac	\$45, 415.00

WHEREAS the Director of Infrastructures and Public Works has analyzed the tenders;

WHEREAS the three tenders are in compliance with our specifications;

WHEREAS the proposal submitted by Multi-Route is the most advantageous;

It is

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

AND RESOLVED THAT the Municipality accepts the proposal of the firm Multi-Route for the supply, delivery and spreading of 155, 000 litres of calcium in the amount of \$41, 540.00 (plus taxes).

17-04-3096**AWARDING OF CONTRACT – REPAIRS TO PART OF THE ROOF AT THE TOWN HALL**

WHEREAS the Director of Infrastructures and Public Works has proceeded with a call for tenders by invitation for partial roof repairs at the town hall;

WHEREAS following this call for tenders, the three following proposals were received within the time frame;

SOUSSIONNAIRE	Montant soumis (avant taxes)
Construction Pontiac	\$45, 740.00
TMR Couvreur-Ferblantier	\$55, 000.00
CAMA	\$57, 294.00

WHEREAS the Director of Infrastructures and Public Works has analyzed the tenders;

WHEREAS the three tenders are in compliance with our specifications;

WHEREAS the proposal submitted by Construction Pontiac is the most advantageous;

It is

Moved by : Thomas Howard

Seconded by : Inès Pontiroli

AND RESOLVED THAT the Municipality accepts Construction Pontiac's proposal for repairs to part of the roof at the town hall in the amount of \$ 45, 740.00 (plus taxes).

IT IS ALSO RESOLVED THAT this expenditure be attributed as follows: \$25, 000.00 from the allocated surplus for the town hall's roof as provided for by resolution 17-03-3049, and the balance from the non-allocated surplus.

Carried

17-04-3097**ZONING – APPLICATION FOR A MINOR VARIANCE TO REGULARIZE THE LOCATION OF THE SECONDARY BUILDING AND TO INCREASE THE MAXIMUM LAND SURFACE OCCUPATION AT 19 DES NOYERS ROAD**

WHEREAS the carport is built and was subject to a building permit as an attached secondary building;

WHEREAS there was a misinterpretation regarding the side setback for a carport in the permit;

WHEREAS the side setback for the carport is interpreted as currently being derogatory;

WHEREAS a carport and a garage attached to a house are considered as being attached secondary buildings and the minimum setbacks are the same;

WHEREAS the owner wishes to transform the carport into a garage;

WHEREAS the transformation requires an extension of 1.75 metres in depth in order to be functional;

WHEREAS following the extension, the land surface occupation will exceed the standard 15%;

WHEREAS the land surface occupation is already derogatory and the extension is minor;

It is

Moved by : Thomas Howard

Seconded by : Nancy Draper-Maxsom

AND RESOLVED THAT Council accepts the application for a minor variance in order to regularize the installation of the attached secondary building at 2.50 metres from the right setback and the 17.5% increase of land surface occupation in order to have a functional garage.

Carried

17-04-3098

ZONING – APPLICATION FOR A MINOR VARIANCE TO REGULARIZE THE LOCATION OF THE MAIN BUILDING AT 2 FILIOU ROAD

WHEREAS the main building is built and was subject to a construction permit;

WHEREAS the building is located on a lot which is adjacent to two roads, that is Sumac and Filiou roads;

WHEREAS the location on Sumac Road complies with the regulations;

WHEREAS the main door faces Filiou Road;

It is

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

AND RESOLVED THAT Council accepts the application for a minor variance in order to regularize the location of the front setback at 8.61 metres and the right setback at 4.66 metres.

Carried

17-04-3099

SUBDIVISION OF THREE LOTS AT 295 DE LA BAIE ROAD

WHEREAS the cadastral operation aims at merging three lots to create one single lot;

WHEREAS the newly created lot will be closer to the standards prescribed in the bylaw;

WHEREAS it is difficult to extend the land while respecting the standards, since the lots adjacent to lots 2 862 645 and 2 862 649 are already built and are owned by other people;

It is

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

AND RESOLVED THAT Council accepts the application for a minor variance in order to allow the merging of three lots to create one lot with a surface area of 2, 174 square metres.

Carried

17-04-3100

SUBDIVISION : UNIFICATION OF THREE LOTS AT 32 DES VACANCIERS AVENUE

WHEREAS the application for a subdivision aims to regularize the location of certain old secondary buildings;

WHEREAS the set minor variance will make the lot more regular in shape and will facilitate the extension of the main building;

WHEREAS this area is already developed and there is no possibility of creating a lot that would comply with the regulations;

It is

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

AND RESOLVED THAT the Council accepts the application for a minor variance in order to allow the subdivision of lot 2 683 239 into one lot of 1, 578 square metres.

Carried

17-04-3101

ZONING : APPLICATION FOR A MINOR VARIANCE FOR THE LOCATION OF A GARAGE IN THE SHORELINE AT 2396 KENNEDY ROAD

WHEREAS a significant part of the land is located in the large current flood zone (0-20 years);

WHEREAS the municipal regulation and the Policy on the Protection of Lakeshores, Riverbanks, Littoral Zones and Floodplains do not authorize construction in the high velocity flood zones;

WHEREAS the municipal regulation provides for a 15 metres shoreline for all watercourses;

WHEREAS the municipal regulation and the Policy on the Protection of Lakeshores, Riverbanks, Littoral Zones and Floodplains prohibit building a detached garage in the shoreline;

WHEREAS the Provincial Government's Policy for the Protection of Lakeshores, Riverbanks, Littoral Zones and Floodplains allows a 10 metre shoreline with respect to the high water mark in certain situations;

WHEREAS the situation at 2396 Kennedy Road complies with the criteria which allows establishing a 10 metre shoreline according to the Provincial Government's Policy on the Protection of Lakeshores, Riverbanks, Littoral Zones and Floodplains;

WHEREAS the shoreline is no longer in its natural state;

It is

Moved by : Thomas Howard

Seconded by : Inès Pontiroli

AND RESOLVED THAT the Council accepts the application for a minor variance in order to allow the construction of a detached garage which will be located at 10 metres from the high water mark.

Carried

17-04-3102

ZONING : APPLICATION FOR A MINOR VARIANCE TO REGULARIZE THE LOCATION AND HEIGHT OF THE SECONDARY BUILDING AT 150 POINTE-AUX-ROCHES ROAD

WHEREAS a permit was issued in 2004 for the construction of the garage;

WHEREAS according to the latest certificate of location, the fence is partly on the neighbor's land, which could explain the location at 1.44 metres of the side boundary of the lot;

WHEREAS the garage is partly located in the side yard;

It is

Moved by : Inès Pontiroli

Seconded by : Thomas Howard

AND RESOLVED THAT Council accepts the application for a minor variance in order to regularize the side setback for the secondary building at 1.44 metres and to regularize the height of the secondary building which has two storeys, in the side yard.

Carried

17-04-3103

APPOINTMENT AS INSPECTOR, URBAN PLANNING DEPARTMENT

WHEREAS under the Quebec Municipal Code, the Municipal Council is empowered to appoint officers;

WHEREAS under the Municipal Powers Act, the Municipal Council is empowered to designate tasks and to select a title to designate duties;

WHEREAS under the Act respecting land use planning and development, a Municipal Council can be authorized to designate a municipal officer responsible for issuing permits and certificates;

WHEREAS the regulation respecting waste water disposal systems for isolated dwellings requires that there be a person responsible for the implementation of the bylaw and for issuing permit;

WHEREAS the Groundwater Catchment Regulation, mentions that the implementation of this regulation shall be borne by the Municipality;

WHEREAS the position of Inspector in the Urban Planning Department is occupied by Mr. Pierre-Louis Chartrand;

WHEREAS the issuance of certain permits requires little prior analysis;

WHEREAS it is important to clarify the duties of Mr. Pierre-Louis Chartrand, according to current laws and regulations;

It is

Moved by : Thomas Howard
Seconded by : Inès Pontiroli

AND RESOLVED to appoint Mr. Pierre-Louis Chartrand as Inspector in the Urban Planning Department, and that according to the current laws and regulations, he works as an Official representative of the Municipality, responsible for the implementation of the regulation respecting waste water disposal systems for isolated dwellings (Q-2,r.22), Official representative of the Municipality responsible for the implementation of the Groundwater Catchment Regulation (Q-2,r.35.2), and that this does not exclude the other tasks related to his duties.

IT IS ALSO RESOLVED THAT Mr. Pierre Louis Chartrand works as an Official representative of the Municipality responsible for issuing permits and certificates related to the urban planning regulations, for a trial period of 6 months.

Carried

17-04-3104

INFRINGEMENT CASE – 1656 ROUTE 148

WHEREAS lot 3 943 083, at the civic address 1656 Route 148, is being used by the company Excavation J-F Aumont Inc. as a commercial lot under class 5- heavy trade use;

WHEREAS according to the zoning bylaw, the use of class 5-heavy trade is not authorized in zone 7, which is where lot 3 943 083 is located;

WHEREAS there are no acquired rights on this lot to operate a business under the class 5-heavy trade use;

WHEREAS the Municipality cannot tolerate this use in zone 7, since it is not authorized and it affects the peacefulness of neighbouring areas and does not respect the permanent agricultural zone;

It is

Moved by: Brian Middlemiss
Seconded by: Thomas Howard

AND RESOLVED to appoint our prosecutors to proceed with legal remedies in order to stop the non-authorized commercial use on lot 3 943 083.

Carried on a divided vote

Councillor Inès Pontiroli votes against the resolution.

17-04-3105

IMPLEMENTATION OF THE 2017 SUMMER DAY CAMP PROGRAM

WHEREAS the Municipality of Pontiac, by adopting its Family Policy in 2016, recognizes the importance of working for the fulfilment of families and has pledged to take actions to help families;

WHEREAS in its action plan, the municipal Family Policy provides for maintaining the summer day camp service offered to families in the municipality;

WHEREAS the recreational and community life coordinator will ensure the coordination of the 2017 summer day camp program and this, in order to better respond to the needs of the families and to ensure an optimal follow-up in all aspects of the program;

WHEREAS the recreational and community life coordinator must implement stages of planning and realizations of the 2017 day camp, as soon as April;

WHEREAS it is the first time that the Municipality takes charge of a summer day camp program, the amount invested this year will ensure a good start and a more positive experience both for families and the day camp team;

It is

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

AND RESOLVED THAT the Municipal Council authorizes the recreational and community life coordinator to have \$5, 000.00 as soon as April in order to carry out all the stages of planning and realization of the Municipal day camp.

IT IS ALSO RESOLVED THAT the Municipal Council authorizes the posting for 5 positions for the summer day camp, that is from the month of May to the month of August, inclusively: 1 camp leader position, 3 animator positions, 1 animator support position.

FINALLY, IT IS RESOLVED THAT this expenditure, estimated at \$5, 000.00 taxes included, be attributed to budgetary item 0270100447.

Carried

17-04-3106

SCHOOL BUS SAFETY ON ROUTE 148

WHEREAS the safety of students using school buses on Route 148 is compromised by the negligence of certain drivers, particularly at both extremities of the expressway in the Luskville sector;

WHEREAS the Municipality had asked the Public Security of the MRC des Collines to conduct ad hoc interventions in order to raise awareness among motorists, but it doesn't seem to be making a lasting effect;

WHEREAS improvements should be made to the road signs in order to announce students' pick-up and drop-off areas;

WHEREAS the Ministry of Transportation has already been informed of this problem and they are asking that the Portages-de-l'Outaouais School Board make an official request before reviewing the road signs ;

It is

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

AND RESOLVED THAT the Municipal Council asks the Portages-de-l'Outaouais School Board to review school bus safety on Route 148 in the Luskville sector and, if needed, that they ask the Ministry of Transportation to review its road signs in order to secure the students' pick-up and drop-off areas.

Carried

PUBLIC QUESTION PERIOD

Ricky Knox

- Asks if the Municipality intends to find a private sponsor for the Community Center in the Quyon sector
- Asks for clarification on the contract awarded for the maintenance of green spaces

Mo Laidlaw

- Asks for clarification on the length of the contractor's mandate for the maintenance of green spaces.

17-04-3107

CLOSING OF THE MEETING

It is

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

AND RESOLVED to close the meeting at 8:56 p.m. having gone through the agenda.

Carried

MAYOR

DIRECTOR GENERAL

« I, Mayor Roger Larose, hereby certify that the signature on the present minutes is equivalent to my signature on each and every resolution herein, as specified in section 142 (2) of the Municipal Code».