

**PROVINCE OF QUEBEC
MUNICIPALITY OF PONTIAC**

MINUTES of the regular Municipal Council meeting held on Tuesday, June 13, 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, Dr. Jean Amyotte and Mr. Thomas Howard.

Also present: Mr. Dominic Labrie, Head of Division – Communications and Acting Assistant Director General and Mrs. Crystal Deschambault, Head of Division - Urban Department, as well as a few ratepayers.

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

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

- | | |
|----------------|--|
| Steven Dorion | - Asks Council to approve the application for a minor variance regarding 82 des Tourterelles. |
| Denis Papineau | - Wants to make sure that it is not the residents from other districts who are paying for the deficit attributable to the drinking water plant. |
| James Eggleton | - Requests clarifications concerning the bylaw authorizing two-generation housing.
- Would like to see better communications between the Public Works Department and the executive members of the tolerance roads associations to improve the road maintenance. |

17-06-3134

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 special meetings held on May 16 and 30, 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 June
 - 5.5 Report regarding the delegation of authorized expenditures
 - 5.6 Awarding of contract - External auditor
 - 5.7 Contract position – Urban Planning Department Inspector
 - 5.8 Continuation and improvement of the intercity transportation services on Route 148
 - 5.9 Floods- Postponing tax payments
- 6. Public security**
- 7. Public works**
 - 7.1 Bylaw 03-17 concerning culverts in private driveways
 - 7.2 Hiring a day labourer – Public Works
 - 7.3 Awarding of contract – Maintenance of green spaces – 2
 - 7.4 Awarding of contract – Purchase of a trailer
 - 7.5 Notice of motion – Bylaw 04-17 regarding truck and heavy vehicle traffic
 - 7.6 Beaver control
- 8. Public hygiene**
- 9. Urban planning and zoning**

- 9.1 Notice of motion - First draft bylaw 177-02-01-2017 modifying bylaw 177-01 regarding zoning in order to add standards for two-generation housing
- 9.2 Adoption of the first draft bylaw 177-02-01-2017 modifying bylaw 177-01 regarding zoning in order to add standards for two-generation housing
- 9.3 Notice of motion - First draft bylaw 177-03-01-2017 modifying the zoning bylaw #177-01 to authorize the R2 usage category in zone 13, that is semi-detached single-family units and detached two-family units
- 9.4 Adoption of the first draft bylaw 177-03-01-2017 modifying the zoning bylaw #177-01 to authorize the R2 usage category in zone 13, that is semi-detached single-family units and detached two-family units
- 9.5 Application to the CPTAQ for authorization to use lot 2 682 463 at 293 Bradley Road for other than agricultural purposes
- 9.6 Application from Hydro-Québec to the CPTAQ for authorization to use lots 2 872 178, 2 872 179, 2 682 497 and 3 558 876, on Therien road, for other than agricultural purposes
- 9.7 Domaine des Chutes – Application for a minor variance to reduce the surface area and the width of certain lots
- 9.8 82 des Tourterelles Road – Application for a minor variance to regularize the side setback
- 9.9 20 Côte McKay Road – Application for a minor variance to reduce the front setback
- 10. Recreation and culture**
 - 10.1 Budget for the Municipality of Pontiac’s Country Fair
- 11. Miscellaneous**
- 12. Various reports and correspondence**
 - 12.1 Tabling of various municipal reports:
 - a) animals
 - b) Sumac Road – Alternative route for emergency vehicles
- 13. Tabling of the registre of correspondence**
 - 13.1 Register of the correspondence received in May 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 with the following additions:

Item 5.10 Drinking water, deficit -A-
 Item 5.11 Drinking water, deficit -B-

AMENDMENT
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 special meetings held on May 16 and 30, 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 June
 - 5.5 Report regarding the delegation of authorized expenditures
 - 5.6 Awarding of contract - External auditor
 - 5.7 Contract position – Urban Planning Department Inspector
 - 5.8 Continuation and improvement of the intercity transportation services on Route 148
 - 5.9 Floods- Postponing tax payments
- 6. Public security**
- 7. Public works**
 - 7.1 Bylaw 03-17 concerning culverts in private driveways

- 7.2 Hiring a day labourer – Public Works
- 7.3 Awarding of contract – Maintenance of green spaces – 2
- 7.4 Awarding of contract – Purchase of a trailer
- 7.5 Notice of motion – Bylaw 04-17 regarding truck and heavy vehicle traffic
- 7.6 Beaver control
- 8. Public hygiene**
- 9. Urban planning and zoning**
 - 9.1 Notice of motion - First draft bylaw 177-02-01-2017 modifying bylaw 177-01 regarding zoning in order to add standards for two-generation housing
 - 9.2 Adoption of the first draft bylaw 177-02-01-2017 modifying bylaw 177-01 regarding zoning in order to add standards for two-generation housing
 - 9.3 Notice of motion - First draft bylaw 177-03-01-2017 modifying the zoning bylaw #177-01 to authorize the R2 usage category in zone 13, that is semi-detached single-family units and detached two-family units
 - 9.4 Adoption of the first draft bylaw 177-03-01-2017 modifying the zoning bylaw #177-01 to authorize the R2 usage category in zone 13, that is semi-detached single-family units and detached two-family units
 - 9.5 Application to the CPTAQ for authorization to use lot # 2 682 463 at 293 Bradley Road for other than agricultural purposes
 - 9.6 Application from Hydro-Québec to the CPTAQ for authorization to use lots 2 872 178, 2 872 179, 2 682 497 and 3 558 876, on Therien road, for other than agricultural purposes
 - 9.7 Domaine des Chutes – Application for a minor variance to reduce the surface area and the width of certain lots
 - 9.8 82 des Tourterelles Road – Application for a minor variance to regularize the side setback
 - 9.9 20 Côte McKay Road – Application for a minor variance to reduce the front setback
- 10. Recreation and culture**
 - 10.1 Budget for the Municipality of Pontiac’s Country Fair
- 11. Miscellaneous**
- 12. Various reports and correspondence**
 - 12.1 Tabling of various municipal reports:
 - a) animals
 - b) Sumac Road – Alternative route for emergency vehicles
- 13. Tabling of the registre of correspondence**
 - 13.1 Register of the correspondence received in May 2017
- 14. Public question period**
- 15. Closing of meeting**

It is

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

AND RESOLVED to adopt the agenda with the following modifications:

Additions:

- Item 5.10 Drinking water, deficit -A-
- Item 5.11 Drinking water, deficit -B-

Withdrawals:

- Item 7.3 Awarding of contract – Maintenance of green spaces – 2

The vote is requested:

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

Rejected

The proposal of amendment being rejected, the resolution is presented again as follows:

17-06-3135

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 special meetings held on May 16 and 30, 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 June
 - 5.5 Report regarding the delegation of authorized expenditures
 - 5.6 Awarding of contract - External auditor
 - 5.7 Contract position – Urban Planning Department Inspector
 - 5.8 Continuation and improvement of the intercity transportation services on Route 148
 - 5.9 Floods- Postponing tax payments
- 6. Public security**
- 7. Public works**
 - 7.1 Bylaw 03-17 concerning culverts in private driveways
 - 7.2 Hiring a day labourer – Public Works
 - 7.3 Awarding of contract – Maintenance of green spaces – 2
 - 7.4 Awarding of contract – Purchase of a trailer
 - 7.5 Notice of motion – Bylaw 04-17 regarding truck and heavy vehicle traffic
 - 7.6 Beaver control
- 8. Public hygiene**
- 9. Urban planning and zoning**
 - 9.1 Notice of motion - First draft bylaw 177-02-01-2017 modifying bylaw 177-01 regarding zoning in order to add standards for two-generation housing
 - 9.2 Adoption of the first draft bylaw 177-02-01-2017 modifying bylaw 177-01 regarding zoning in order to add standards for two-generation housing
 - 9.3 Notice of motion - First draft bylaw 177-03-01-2017 modifying the zoning bylaw #177-01 to authorize the R2 usage category in zone 13, that is semi-detached single-family units and detached two-family units
 - 9.4 Adoption of the first draft bylaw 177-03-01-2017 modifying the zoning bylaw #177-01 to authorize the R2 usage category in zone 13, that is semi-detached single-family units and detached two-family units
 - 9.5 Application to the CPTAQ for authorization to use lot # 2 682 463 at 293 Bradley Road for other than agricultural purposes
 - 9.6 Application from Hydro-Québec to the CPTAQ for authorization to use lots 2 872 178, 2 872 179, 2 682 497 and 3 558 876, on Therien road, for other than agricultural purposes
 - 9.7 Domaine des Chutes – Application for a minor variance to reduce the surface area and the width of certain lots
 - 9.8 82 des Tourterelles Road – Application for a minor variance to regularize the side setback
 - 9.9 20 Côte McKay Road – Application for a minor variance to reduce the front setback
- 10. Recreation and culture**
 - 10.1 Budget for the Municipality of Pontiac’s Country Fair
- 11. Miscellaneous**
- 12. Various reports and correspondence**
 - 12.1 Tabling of various municipal reports:
 - a) animals
 - b) Sumac Road – Alternative route for emergency vehicles
- 13. Tabling of the registre of correspondence**
 - 13.1 Register of the correspondence received in May 2017
- 14. Public question period**
- 15. Closing of meeting**

17-06-3140

LIST OF INCURRED EXPENSES FOR THE MONTH OF JUNE 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 **\$41, 126.35** taxes included.

Carried

The Director General tables the report regarding the delegation of authorized expenditures from April 26, to May 28, 2017.

17-06-3141

AWARDING OF CONTRACT – EXTERNAL AUDITOR

WHEREAS the Municipality has launched a call for tenders by invitation to retain the services of an external auditor for the years 2017, 2018 and 2019 ;

WHEREAS the Municipal Council has adopted the selection criteria as well as the evaluation grid with resolution 17-04-3083 ;

WHEREAS three proposals were received within the prescribed period, that is June 2, 2017:

Tenderer
Dignard Éthier CPA Inc.
Marcil Lavallée
Piché Lacroix CPA Inc.

WHEREAS a selection committee was created by the Municipality and has proceeded with the analysis of the proposals that were received;

WHEREAS following this analysis, all three proposals were deemed compliant and have obtained the following score:

Tenderer	Score	Price (taxes not included)
Dignard Éthier CPA Inc.	24.34	\$56, 100.00
Marcil Lavallée	18.81	\$73, 500.00
Piché Lacroix CPA Inc.	29.53	\$46, 650.00

WHEREAS the proposal from Piché Lacroix CPA Inc., obtained the best score and is compliant with our specifications and recommended by the selection committee;

It is

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

AND RESOLVED THAT the Council awards the contract for the services of an external auditor in the amount of \$ \$46, 650.00, taxes not included, to Piché Lacroix CPA Inc., for a mandate of three (3) years.

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

Carried

17-06-3142

CONTRACT POSITION – URBAN PLANNING DEPARTMENT INSPECTOR

WHEREAS the floods of Spring 2017 have affected a significant number of properties in the Municipality of Pontiac;

WHEREAS this will result in a significant increase of permit applications;

WHEREAS the Council considers it is important that the Municipality adequately meet the demand;

WHEREAS the cost resulting from additional resources in order to work on the post-disaster recovery could be the object of a claim for compensation from the Ministry of Public Safety;

WHEREAS the call for applications for a contract position as Urban Planning Department Inspector;

WHEREAS the applications received and the recommendations from the Director of the Urban Department and from the Director of Finances and Human Resources;

It is

Moved by : Inès Pontiroli
Seconded by : Brian Middlemiss

AND RESOLVED to authorize the Director General to award a contract to Mrs. Maria Eugenia Sahagun Huerta as Urban Planning Department Inspector – a contract position in order to assist the Municipality with processing permit applications in connection with the floods of Spring 2017;

IT IS ALSO RESOLVED to authorize the Director General to sign a contract to this effect for a maximum of 390 hours, at the hourly rate of \$36.00 plus taxes.

FINALLY, IT IS RESOLVED THAT the sums be taken directly from the non-appropriated surplus.

Carried

17-06-3143

CONTINUATION AND IMPROVEMENT OF THE INTERCITY TRANSPORTATION SERVICES ON ROUTE 148

WHEREAS the Municipality of Pontiac has decided, by resolution of its Council (16-09-2880), to entrust the mandate of organizing and ensuring the management of an intercity transportation on Route 148, on the territory of the MRC of Pontiac and of the Municipality of Pontiac to Transcollines, and this until December 31, 2017;

WHEREAS a Memorandum of Understanding to this effect was reached on September 7, 2016, between the MRC of Pontiac, the Municipality of Pontiac and Transcollines;

WHEREAS the Municipality of Pontiac has decided, by resolution of its Council (16-09-2880), to continue the process with the partners involved for implementing a lasting solution and redeploying the intercity transportation service on Route 148 in 2018;

WHEREAS an application for financial support in the amount of \$127, 875.00 was made to that effect, by the MRC of Pontiac to the MTMDET to cover the service's operating costs until October 16, 2017;

WHEREAS the said application was approved by the MTMDET and the financing of the service was supplemented by a financial contribution from the Municipality of Pontiac as well as from the revenues of ticket sales to the users in order to cover the service's operating costs until October 16, 2017;

WHEREAS the financial support from the MTMDET as well as the said Memorandum of Understanding are expiring and need to be renewed;

WHEREAS the projected operating deficit is \$171, 500.00 and the provincial funding provides for the MTMDET to triple the municipal contribution to cover this deficit;

WHEREAS the financial forecasts for the period covering October 17, 2017 to October 16, 2018 are as follows:

Expenditures	\$	%
Operation	\$230,500.00	100%
TOTAL expenditures	\$230,500.00	100%
Financing	\$	%
MRC of Pontiac	\$29,584.00	13%
Municipality of Pontiac	\$13,291.00	6%
User revenues	\$59,000.00	26%
Grant intercity transportation MTQ	\$128,625.00	56%
TOTAL FUNDING	\$230,500.00	100%
BALANCE	\$ -	

It is

Moved by: Brian Middlemiss
 Seconded by: Thomas Howard

AND RESOLVED to renew the mandate entrusted to Transcollines for organizing and ensuring the management of an intercity transportation on Route 148 on the territory of the MRC of Pontiac and of the Municipality of Pontiac, in accordance with the rights and obligations with respect to permit 6-M-001494-008A.

IT IS ALSO RESOLVED THAT the continuation of the service is conditional to obtaining a written confirmation of the financial participation from all the partners as well as all required legal authorizations.

IT IS ALSO RESOLVED THAT the mandate entrusted to Transcollines includes incurring expenditures, the awarding of the contract, the collection of revenues from users and the authority to carry out any transactions and sign all documents or agreements necessary for the fulfillment of its mandate.

IT IS ALSO RESOLVED to authorize the Director General of the Municipality of Pontiac to proceed with the signature of all necessary agreements to carry out the present project, including with Transcollines and the MTMDET.

IT IS ALSO RESOLVED THAT the Municipality of Pontiac ensures, under the supervision of Transcollines, the temporary management of ticket sales in its offices or in any other location on the territory of the MRC that it will have determined jointly with Transcollines.

IT IS ALSO RESOLVED THAT the Municipality of Pontiac's financial contribution is \$13,291.00 for the first 12 months, that is from October 17, 2017 to October 16, 2018.

IT IS ALSO RESOLVED to support the MRC of Pontiac's application for financial assistance for the sum of \$128,625.00 made by the MRC of Pontiac to the MTMDET as part of paragraph « A » in section 2.3 of the PADTC for a 12-month period from October 17, 2017 to October 16, 2018.

IT IS ALSO RESOLVED to extend the Memorandum of Understanding that was reached on September 7, 2016 between the MRC of Pontiac, the Municipality of Pontiac and Transcollines by 2 years, for the continuation of the intercity transportation services.

IT IS ALSO RESOLVED to continue the process with the partners involved for implementing a lasting solution and for redeploying the intercity transportation service on Route 148 in 2018.

FINALLY, IT IS RESOLVED THAT the said Memorandum could be modified or abrogated by mutual agreement from all parties following the evolution of the service improvement project in accordance with legal requirements and financing opportunities.

Carried

17-06-3144

FLOODS- POSTPONING TAX PAYMENTS

WHEREAS the Municipal Council wishes to offer relief to the citizens affected by the 2017 Spring floods by postponing payment of municipal taxes that are due on October 1, 2017 ;

WHEREAS section 91 of the Municipal Powers Act authorizes a municipality to give assistance to a natural person who is disadvantaged or in need;

It is

Moved by : Dr. Jean Amyotte

Seconded by : Inès Pontiroli

AND RESOLVED TO authorize the owners of buildings that were damaged by the 2017 Spring floods to postpone, without interest, their municipal tax payment due on October 1, 2017, to December 22, 2017.

IT IS ALSO RESOLVED THAT this taxes deferral is offered to the building owners presenting a proof of registration to the Ministry of Public Safety's *Special financial assistance program for the flooding that occurred between April 5 and May 16, 2017 in Quebec's municipalities.*

IT IS FINALLY RESOLVED THAT this deferral is only offered to the owners who have no account's owing as of September 30, 2017.

Carried

17-06-3145

DRINKING WATER DEFICIT -A-

WHEREAS an amount has been budgeted to replenish the deficit in the drinking water department with the budgetary item 02-413-00-899 ;

It is

Moved by : Dr. Jean Amyotte

Seconded by : Inès Pontiroli

AND RESOLVED THAT the Municipality charges a special tax to users.

The vote is requested :

For : Dr Jean Amyotte
Inès Pontiroli

Against : Thomas Howard
Brian Middlemiss
Nancy Draper-Maxsom

Rejected

17-06-3146

DRINKING WATER DEFICIT -B-

WHEREAS an amount has been budgeted to replenish the deficit in the drinking water department with the budgetary item 02-413-00-899 ;

It is

Moved by : Brian Middlemiss

Seconded by : Nancy Drapere-Maxsom

AND RESOLVED THAT this council authorizes replenishing the deficit for the drinking water department with the following entries:

59-131-00-011 drinking water surplus \$25, 191.00 credited
#59-110-00-000 non-appropriated surplus \$25, 191.00 debited

Carried on a divided vote

Councillor Dr. Jean Amyotte votes against the resolution.

17-06-3147

BYLAW 03-17 CONCERNING CULVERTS IN PRIVATE DRIVEWAYS

WHEREAS according to section 66 of the Municipal Powers Act, the local Municipality has jurisdiction on public roads, management of which is not the responsibility of the Quebec or Canada government, nor one of their ministries or agencies;

WHEREAS according to section 67 of the Municipal Powers Act, any local municipality may adopt bylaws to govern any use of a public road that is not subject to regulatory powers under the Highway Safety Code (L.R.Q., section C-24.2);

WHEREAS according to section 68 of the Municipal Powers Act, any local municipality may regulate access to a public road;

WHEREAS the owners of lots that are adjacent to municipal roads have the responsibility to carry out and maintain all necessary work to enable the entry and exit of their property;

WHEREAS a notice of motion was given at a special Municipal Council meeting held on May 16, 2017, to the effect that this bylaw would be submitted for approval;

WHEREAS this Council deems it appropriate to adopt a new bylaw concerning driveways and culverts and to entitle it as follows: « Bylaw # 03-17 concerning culverts in private driveways»;

CONSEQUENTLY, it is

Moved by: Roger Larose

Seconded by: Nancy Draper-Maxsom

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

SECTION 1 - PREAMBLE

The preamble is an integral part of the present bylaw.

SECTION 2 – ENFORCEMENT

The enforcement of the present bylaw is entrusted to the appointed officers, that is the Director of Infrastructures and Public Works and the Head of the Public Works Division.

The Council may appoint one or several persons other than the Director of Infrastructures and Public Works and the Head of the Public Works Division, to ensure the enforcement of this bylaw.

SECTION 3 - PERMIT

Any new access to a municipal road or any new culvert installation in a private driveway that is adjacent to a municipal road will be subject to a building permit, after this bylaw comes into effect.

- 3.1 No permit will be issued before all provisions of this bylaw are followed.
- 3.2 The applicant must carry out the work in accordance with the conditions stipulated in the permit and with the declarations made on the application.
- 3.3 When the object of the application complies with the provisions of the present regulation, and the fees of the permit are paid, the requested permit will be issued by the appointed officer.

Any permit which is inconsistent with this bylaw is null and void.

SECTION 4 - EXCEPTION

The owner of a private driveway which is adjacent to a municipal road is not required to install a driveway culvert in the following cases:

- 4.1 When a private driveway is built on top of a hill and the water runs on each side of the private driveway towards the roadside ditches.
- 4.2 When a municipal road does not have ditches at the projected location of the driveway.

SECTION 5 – DUTY AND POWER OF THE APPOINTED OFFICER

- 5.1 The appointed officer has the right to visit the premises between 7:00 a.m. and 7:00 p.m., to ensure that the provisions of the present bylaw are complied with.
- 5.2 The appointed officer has the right to take pictures as well as any samples deemed necessary in order to ensure that the provisions of the present bylaw are complied with.
- 5.3 Any occupant of a visited location is obliged to let the appointed officer in.

SECTION 6 – TYPE OF CULVERT

- 6.1 Any new culvert installed in a private driveway which is adjacent to a municipal road must be one of the following:

- 1) Concrete pipe in compliance with BNQ 2622-420 standards or;
- 2) Made of high density polyethylene resin (type HDPE), double wall unperforated rigid pipe, smooth on the inside and a ring on the outside (Big «O», solflo max, or approved equivalent), of a minimum capacity of 210 kpa for a private driveway.

The choice of a culvert with a smooth or corrugated inside must be made according to the degree of the slope. When the ditch is located in a slope (of more than 5 %), the culvert must be corrugated on the inside to curb the flow of water.

OR

- 3) A corrugated galvanized steel (Hel-Cor or approved equivalent) made of a minimum 14 gage galvanized steel.

- 6.2 **Minimum diameter**

The diameter of these culverts must not be less than 450 mm (18 inches). In cases where the debits are significant, the culverts must be designed with a sufficient diameter so as not to delay the water flow. An appointed officer may require in certain cases that the ratepayer install one or several culverts with a diameter exceeding the minimum required by the present bylaw, in a private drive way.

- 6.3 **Width of the driveway**

The width of a driveway must be as follows :

- Residential driveway :
 - o Minimum 3.65m (12 feet)
 - o Maximum 8 m (26 feet)
- Non-residential driveway :
 - o Minimum 3.65m (12 feet)
 - o Maximum 12 m (40 feet)

- 6.4 **Minimum distance between culverts**

6 metres (20 feet)

6.5 **Distance between a driveway and an intersection:**

10 metres (33 feet)

SECTION 7 – INSTALLATION STANDARDS

- 7.1 A culvert must allow the free flow of water, ice and debris during flood. It must be designed as to create a stable and lasting flow offering a sufficient resistance to the loads applied.
- 7.2 When the ground is of a low bearing capacity, the culvert must be installed on a granular cushion of approximately 150 mm (6 inches).
- 7.3 The culvert's slope must be identical to the natural slope of the water flow (minimum of 0.5 %) and without any deflection in the alignment both horizontally and vertically. Metalling with a membrane or peat must cover this surface in order to control erosion.
- 7.4 The thickness of the MG-20 (0-3/4 inch) gravel backfill on top of the culvert must be sufficient enough to stop the culvert from lifting during freezing and thawing and must be installed as per the culvert manufacturer's recommendations and up to the surface of the road.
- 7.5 The extremities of the culverts must be 1 metre vertically by a minimum of 1.5 metre horizontally, with 30 cm of backfill, protected and stabilized with hand-laid stones, a retaining wall or peat, in such a way as to protect the shoulders and the bed of the municipal road against any collapse or erosion and on a maximum slope enacted herein. A geotextile membrane must be installed between the metalling and the embankment for the culvert.
- 7.6 A culvert in a private driveway must be installed so that the surface is level with the ground in order to avoid stagnant water. There mustn't be any stagnant water upstream or downstream from the culvert.

SECTION 8 – RESPONSIBILITIES OF THE RATEPAYER

- 8.1 The purchase, installation, maintenance and replacement of the said culvert, the construction of the private driveway and the maintenance of the structures necessary to enter and exit the property and ensure the free flow of the water along the road is the responsibility of the owner concerned. Same thing applies when the Municipality carries out the digging and cleaning of ditches in front of a private driveway.
- 8.2 In a case where the Municipality carries out the digging of ditches during road rehabilitation or reconstruction, in front of a private driveway, the Municipality may, if it wishes, install the private culvert. However, as soon as the work is done, it becomes the owner's responsibility. If the culvert needs replacing, it will be at the owner's expense; the Municipality will rebuild the driveway with the old culvert or a new one (provided by or paid for by the owner).
- 8.3 The location of the driveway is the responsibility of the ratepayer who must ensure that its location allows the safe entry and exit of vehicles as well as that of vehicles using the public road.

SECTION 9 - PROVISIONS

The appointed officers are hereby authorized to ask the owner of any lot that is adjacent to a municipal road, to provide, install repair or maintain any culvert giving access to his property. Failure to do so authorizes the appointed officers to carry out the work or have the work done and claim, according to section 96 of the Municipal Powers Act, any amount corresponding to the cost of the work.

SECTION 10 – PRICE SETTING

The cost of the permit is \$50.00.

SECTION 11 – PENALTIES

11.1 Any natural or legal person in breach of one of the present bylaw's provisions commits a violation and furthermore, is liable for the payment of fees:

- a) For a first offence, a minimum fine of \$200.00.
- b) For a first recurrence in the same calendar year, a minimum fine of \$300.00.
- c) For a second recurrence in the same calendar year, a minimum fine of \$500.00.
- d) If the offence continues, each day will constitute a distinct offence and the offender is liable to a fine for each day the offence continues.

11.2 During the sentencing, the Court may, in addition to sentencing the offender to pay the fine provided in section 11.1, order the offender to make necessary arrangements to stop the said offence and that failure to comply within the prescribed time limit, such arrangements will be taken by the Municipality at the offenders' expense.

SECTION 12 – INTERPRETATIVE PROVISIONS

The masculine gender is used in the present bylaw without discrimination and includes the feminine gender, in order to facilitate reading.

SECTION 13 – COMING INTO EFFECT

The present bylaw will come into effect according to Law.

The vote is requested :

For : Thomas Howard
Nancy Draper-Maxsom

Against : Inès Pontiroli
Brian Middlemiss
Dr Jean Amyotte

Rejeted

17-06-3148

DAY LABOURER – PUBLIC WORKS

WHEREAS resolution 16-08-2869 for hiring one day labourer for the summer season;

WHEREAS the Director of Infrastructures and Public Works is satisfied with Mr. Robert Proulx's work as a day labourer;

It is

Moved by : Thomas Howard
Seconded by : Inès Pontiroli

AND RESOLVED THAT this Council hires Mr. Robert Proulx as day labourer according to the terms of the unionized employees' collective agreement.

Carried

17-06-3149

AWARDING OF CONTRACT - MAINTENANCE OF GREEN SPACES -2

WHEREAS it is necessary to grant an additional mandate for the maintenance of three public green spaces which were not provided for in the contract that was awarded by resolution 17-04-3092;

WHEREAS the company 8110123 Canada Inc. (*Entreprise MK*) accepts to do the work for the seasons 2017, 2018 and 2019 for an annual amount of \$ 3, 300.00, plus taxes;

It is

Moved by : Brian Middlemiss
Seconded by : Thomas Howard

AND RESOLVED THAT this Council awards the mandate to 8110123 Canada Inc. (*Entreprise MK*) for an annual amount of \$3, 300.00, plus applicable taxes.

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

Carried on a divided vote

Councillors Mrs. Inès Pontiroli and Dr. Amyotte vote against the resolution. Councillor Dr. Jean Amyotte specifies that he votes against the resolution because 2 of the 3 green spaces are private properties.

17-06-3150

AWARDING OF CONTRACT – PURCHASE OF A TRAILER

WHEREAS the Director of Infrastructures and Public Works issued a call for tenders by invitation for the purchase of a double axel trailer;

WHEREAS the only proposal deemed compliant by the Director of Infrastructures and Public Works is the following :

TENDERER	Amount submitted (taxes included)
L'Expert de la remorque	\$6, 866.25

It is

Moved by : Brian Middlemiss
Seconded by : Thomas Howard

AND RESOLVED THAT the Council awards the contract for the purchase of a trailer to L'Expert de la remorque for a total amount of \$6 866.25, taxes included.

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

FINALLY, IT IS RESOLVED THAT this purchase will be financed from the working capital over two years.

Carried

NOTICE OF MOTION

Notice of motion is given by **Roger Larose**, Mayor of the Municipality of Pontiac that there will be adoption at a subsequent meeting, of bylaw 04-17 regarding truck and heavy vehicle traffic in the Municipality of Pontiac.

17-06-3151

BEAVER CONTROL

WHEREAS the Municipality of Pontiac must ensure the free flow of water on the land it owns;

WHEREAS beaver dams may, periodically, threaten human infrastructures or flood private land;

WHEREAS preventive intervention techniques are preferred when capturing a beaver;

It is

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

AND RESOLVED to retain the services of Mr. Kenneth Foster, for capturing beavers;

IT IS ALSO RESOLVED THAT the contractor will perform his duties on the Municipality of Pontiac's properties under the following conditions:

- The trapper commits to having all the permits, training and authorizations required by the laws in effect regarding wildlife;
- The trapper commits to respecting all laws and regulations regarding the capture of beavers by trapping, and the standards generally recognized as part of a beaver depredation program;
- The trapper commits, upon the Municipality's request, to trapping the beavers present in a specific sector, and this, as soon as possible;
- The trapper commits to keeping a record of the catches made with maps, plans or GPS data and to submitting it to the Municipality on a monthly basis, if applicable;
- After capturing the beavers, the trapper commits to informing the Municipality if there is a need to proceed with the dismantling of a dam to allow the free flow of water;
- The trapper commits to producing a monthly invoice to the Municipality, if applicable;
- The trapper commits to providing the traps, the vehicle and any other tools and material needed for the mandate;
- The trapper commits to bringing the beaver's remains to the designated person so that he can hold a count and mark accordingly;
- The trapper commits to keeping the Municipality free from any physical damages or any other liabilities resulting from the mandate;

IT IS ALSO RESOLVED THAT the Municipality of Pontiac commits to :

- Paying a lump-sum of \$60.00 for each beaver, captured at its request;
- Giving the remains to the trapper so he can dispose of it;

FINALLY, IT IS RESOLVED THAT the mandate is for a period of one year and can be cancelled upon request by either of the parties with a 30-day prior notice.

Carried

NOTICE OF MOTION

Notice of motion is given by, **Dr. Jean Amyotte**, Councillor of Ward **6** of the Municipality of Pontiac that there will be adoption of a first draft bylaw 177-02-01-2017 modifying bylaw 177-01 regarding zoning in order to add standards for two-generation housing in the Municipality of Pontiac.

NOTICE OF MOTION

Notice of motion is given by **Inès Pontiroli**, Councillor of Ward **4** in the Municipality of Pontiac that there will be adoption of a first draft bylaw 177-03-01-2017 modifying the zoning bylaw #177-01 to authorize the R2 usage category in zone 13, that is semi-detached single-family units and detached two-family units in the Municipality of Pontiac.

17-06-3152

**APPLICATION TO THE CPTAQ FOR AUTHORIZATION TO USE LOT 2 682 463
AT 293 BRADLEY ROAD FOR OTHER THAN AGRICULTURAL PURPOSES**

WHEREAS the application is part of a citizen's approach to the CPTAQ for permission to use lot 2 682 463 in the decreed agricultural zone for non-agricultural purpose, that is, for residential use;

WHEREAS according to section 58.2 of the *Act Respecting the preservation of agricultural land and agricultural activities*, this notice given to the CPTAQ by the Municipality is justified taking into account the criteria set out in section 62 of the *ARPALAA*;

WHEREAS the authorizations requested will affect in no way whatsoever the homogeneity of the community and that the soil fertility in the area where the residence would be built is low and there is an overabundance of water;

WHEREAS the lot is used for agricultural purposes for the production of hop;

WHEREAS the surrounding land is used almost exclusively for cultivation;

WHEREAS appropriate spaces are available outside of the agricultural zone for the construction of a detached single-family home;

WHEREAS the application for authorization is for a member of society who is growing hops;

WHEREAS the application for authorization will not significantly decrease the area required for the production of hops;

WHEREAS the application will allow a member of the society to be close to his crop and to quickly increase agricultural operation;

WHEREAS the planned use of the land is in compliance with the Municipality of Pontiac's zoning bylaw;

It is

Moved by : Nancy Draper-Maxsom

Seconded by : Thomas Howard

AND RESOLVED that Council supports the citizen's application to the CPTAQ, in order to receive permission to use lot 2 682 463 for non-agricultural purposes, that is, for residential use.

Carried

17-06-3153

APPLICATION FROM HYDRO-QUÉBEC TO THE CPTAQ FOR AUTHORIZATION TO USE LOTS 2 872 178, 2 872 179, 2 682 497 AND 3 558 876 , ON THÉRIEN ROAD, FOR OTHER THAN AGRICULTURAL PURPOSES

WHEREAS the submitted application is part of an approach from Hydro-Québec to the CPTAQ for permission to use a portion of lots 2 872 178, 2 872 179, 2 682 497 and 3 558 876 in the decreed agricultural zone for non-agricultural purposes, that is, for an electric power supply cable;

WHEREAS according to section 58.2 of the *Act Respecting the preservation of agricultural land and agricultural activities*, this notice given to the CPTAQ by the Municipality is justified taking into account the criteria set out in section 62 of the *ARPALAA*;

WHEREAS the authorizations requested will affect in no way whatsoever the homogeneity of the community and that the soil fertility in the area where the power supply cable would be built is low and there is an overabundance of water;

WHEREAS part of the land would be used for purposes other than agricultural;

WHEREAS the lots in question are used for residential purposes, roads, or woodlots which does not affect the agricultural operations or the homogeneity of the agricultural zone;

WHEREAS THAT in order to supply power to 374 Thérien Road, Hydro-Québec has no other choice but to run through the decreed agricultural zone;

It is

Moved by : Brian Middlemiss
Seconded by : Inès Pontiroli

AND RESOLVED THAT the Council supports Hydro-Québec's application to the CPTAQ in order to receive permission to use lots 2 872 178, 2 872 179, 2 682 497 and 3 558 876 on Thérien Road for non-agricultural purposes, that is, for electrical power supply cable to 374 Thérien Road.

Carried

17-06-3154

DOMAINE DES CHUTES – APPLICATION FOR A MINOR VARIANCE TO REDUCE THE SURFACE AREA AND THE WIDTH OF CERTAIN LOTS

WHEREAS the cadastral operation is for a new development;

WHEREAS there were three minor variances in the subdivision plan that was accepted as part of the municipal works agreement;

WHEREAS the standard for the surface area of a lot without services is 3, 700 square metres;

WHEREAS the lot is smaller than 3, 700 square metres since there is a drainage ditch;

WHEREAS lots 3 and 4 are located outside a curve;

WHEREAS the regulatory standard is 45 m wide for a lot without services

WHEREAS lots 3 and 4 are adjacent to the Gatineau Park;

WHEREAS the Park's boundaries limits the lot and the street configurations;

WHEREAS it is difficult to design a curve having a width of 45 metres because of the site restrictions;

It is

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

AND RESOLVED that the Municipal Council supports the application for a minor variance to reduce lot 29 to 3, 654 square metres.

IT IS ALSO RESOLVED THAT the Municipal Council supports the application for a minor variance to reduce the width of lots 3 and 4 to 31 and 30 metres respectively.

Carried on a divided vote

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

17-06-3155

82 DES TOURTERELLES ROAD – APPLICATION FOR A MINOR VARIANCE TO REGULARIZE THE SIDE SETBACK

WHEREAS there was a detached garage in the back left corner of the lot;

WHEREAS the detached garage is now part of the main building;

WHEREAS the location of the detached garage was in compliance with the regulation;

WHEREAS the regulatory standard provides for side setbacks at 5m for a main building in zone 16;

It is

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

AND RESOLVED THAT the Municipal Council supports the application for a minor variance in order to allow a left setback at 2.02 metres for the main building.

Carried on a divided vote

Councillor Mrs. Inès Pontiroli votes against the resolution.

17-06-3156

20 CÔTE MCKAY ROAD – APPLICATION FOR A MINOR VARIANCE TO REDUCE THE FRONT SETBACK

WHEREAS the lot has a depth of 37.11 metres ;

WHEREAS there is a 15-metre shoreline, in accordance with the Policy on the Protection of Lakeshores, Riverbanks, Littoral Zones and Floodplains;

WHEREAS there is only 12.11 metres left to build a house with balconies;

WHEREAS the regulatory standard provides for a front setback of 10 metres for a main building in zone 32;

It is

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

AND RESOLVED THAT the Municipal Council supports the application for a minor variance in order to allow the construction of a main building which will be located at 5.12 metres of the front setback.

Carried

17-06-3157

BUDGET FOR THE MUNICIPALITY OF PONTIAC'S COUNTRY FAIR

WHEREAS the Municipal Council and the National Capital Commission, jointly organize a Country Fair on the site of the Luskville Falls;

WHEREAS this activity aims at promoting the Municipality, its artisans and organizations that contribute to the Municipality's dynamism;

It is

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

AND RESOLVED THAT Council authorizes a maximum expense of \$10,000.00 to organize this event, according to the budget presented by the Head of the Communications Department and that the funds be taken from budget item 02 62900 349.

Carried

PUBLIC QUESTION PERIOD

Mo Laidlaw

- Asks which sector will be affected by the draft bylaw 177-03-01-2017 authorizing semi-detached single-family units and detached two-family units.
- Requests clarifications regarding the content of the new bylaw concerning culverts.

James Eggleton

- Asks when a minor variance is no longer considered «minor», referring to the application for a minor variance to reduce the surface area and the width of certain lots in the Domaine des Chutes project.
- Asks what will be the impact of this project on water supply.

Jude Gervais

- Finds regrettable the approval of the minor variance at 82 des Tourterelles.

17-06-3158

CLOSING OF THE MEETING

It is

Moved by: Nancy Draper-Maxsom

Seconded by: Inès Pontiroli

AND RESOLVED to close the meeting at 8:45 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».