

**PROVINCE OF QUEBEC
MUNICIPALITY OF PONTIAC**

MINUTES of the regular Municipal Council meeting held on Tuesday, July 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 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 absences: Mrs. Inès Pontiroli and Dr. Jean Amyotte, Councillors.

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

- Pierre Pratte
- Asks if the riverbank protection zone of 15 metres will be modified in our bylaw, to be at 10 metres, as provided in the provincial regulation.
 - Mentions having problems implementing a shed on his land while respecting the setback.
 - Expresses his disappointment regarding the fact that he must pay for an engineer report to proceed with consolidation work on his land, without having the guarantee that a permit will be issued after all.

17-07-3165

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 meetings of June 13, 2017 and of the special meeting held on June 20, 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 Notice of motion – Bylaw 06-17 regarding the additional powers and obligations of the Director General of the Municipality of Pontiac
 - 5.7 Tabling of bylaw 06-17 regarding the additional powers and obligations of the Director General of the Municipality of Pontiac
- 6. Public security**
- 7. Public works**
 - 7.1 Adoption of bylaw 04-17 regarding truck and heavy vehicle traffic
 - 7.2 Notice of motion – Bylaw 08-17 providing the conditions for taking charge of the maintenance of tolerance roads
 - 7.3 Tabling of draft bylaw 08-17 providing the conditions for assuming the maintenance of tolerance roads
 - 7.4 Professional services (Pères Dominicains Project) - Approval of the selection criteria
 - 7.5 Request to the MTQ in order to reduce the speed limit on Route 148
 - 7.6 Request to the MTQ – Asphalt on Route 148
 - 7.7 Disciplinary measures – Employee # 05-0076
- 8. Public hygiene**
 - 8.1 Adoption of the Action Plan – Composting Program

- 8.2 Notice of motion – Bylaw 07-17 regarding the collection of residual material
- 8.3 Tabling of draft bylaw 07-17 regarding the collection of residual material
- 9. Urban planning and zoning**
 - 9.1 Commission de toponymie –Mélési Road
 - 9.2 Adoption of the second draft bylaw 177-02-01-2017 modifying bylaw 177-01 regarding zoning in order to add standards for bi-generational housing
 - 9.3 Adoption of the second 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 bi-family units
- 10. Recreation and culture**
- 11. Miscellaneous**
 - 11.1 TransporAction Pontiac
- 12. Various reports and correspondence**
 - 12.1 Tabling of various municipal reports:
 - a) Notification for end of mandate of a Council member – *Commission municipale du Québec*
- 13. Tabling of the registre of correspondence**
 - 13.1 Register of the correspondence received in June 2017
- 14. Public question period**
- 15. Closing of meeting**

It is

Moved by: Thomas Howard
 Seconded by: Brian Middlemiss

AND RESOLVED to adopt the agenda with the following addition:

Item 7.8 Surface repairs -Steele and Père-Dominicains
Carried

17-07-3166
ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD ON JUNE 13 2017, AND OF THE SPECIAL MEETING OF JUNE 20, 2017.

It is

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

AND RESOLVED TO adopt the minutes of the regular meeting held on June 13, 2017 and of the special meeting of June 20, 2017.

Carried

17-07-3167
BUDGETARY TRANSFERS (JULY 2017)

It is

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

AND RESOLVED THAT the Municipality carries out the budgetary transfers as described on the attached list in the amount of **\$13, 670.00.**

Carried

17-07-3168
LIST OF INVOICES TO PAY

It is

Moved by: Thomas Howard
 Seconded by: Brian Middlemiss

AND RESOLVED THAT this council authorizes the payment of invoices amounting to **\$92, 164.79** (see appendix) for the period ending on June 30th, 2017 and to debit budget posts related to the expenses mentioned on said list.

Carried

17-07-3169

LIST OF FIXED AND PRE-APPROVED EXPENSES

It is

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

AND RESOLVED THAT this council approves the list of disbursements and withdrawals done from May 29, 2017 to June 21, 2017, all for a total amount of **\$297, 656.42** (see appendix).

Carried

17-07-3170

LIST OF INCURRED EXPENSES FOR THE MONTH OF JULY 2017

It is

Moved by: Thomas Howard
Seconded by: Brian Middlemiss

AND RESOLVED to accept the incurring expenses shown in appendix A, for a total amount of **\$17, 376.00** taxes included.

Carried

The Director General tables the report regarding the delegation of authorized expenditures from May 29 to June 21, 2017.

NOTICE OF MOTION

Notice of motion is given by **Thomas Howard**, Councillor of Ward 3 of the Municipality of Pontiac that there will be adoption at a subsequent meeting, of bylaw 06-17 regarding the additional powers and obligations of the Director General of the Municipality of Pontiac

TABLING :

BYLAW REGARDING ADDITIONAL POWERS AND OBLIGATIONS OF THE DIRECTOR GENERAL OF THE MUNICIPALITY OF PONTIAC

WHEREAS the Municipality of Pontiac is mainly governed by the Quebec Municipal Code regarding the functions, positions and nominations of its principal officers;

WHEREAS THAT, according to section 210 of the Québec Municipal Code, the Director General of the Municipality is the principal officer;

WHEREAS the Director General is responsible for the administration of the Municipality and, to this end, he plans, organizes, leads and controls the activities or the Municipality;

WHEREAS the Director General is also the Secretary-Treasurer of the Municipality;

WHEREAS he specifically has the duties provided at section 212 of the Municipal Code;

WHEREAS the Council may, through bylaw, add to the Director of the Municipality's powers and responsibilities those provided at section 113 of the Cities and Towns Act with regards to management of the human, material and financial resources;

WHEREAS a notice of motion has duly been given at the regular Municipal Council meeting held on July 11, 2017;

It is

Moved by :
Seconded by :

AND RESOLVED to adopt bylaw 06-17. With this bylaw, it is decreed and enacted the following:

Section 1 – Preamble

The preamble is an integral part of this bylaw;

Section 2 – Object

The objective of the present bylaw is to confer to the Director General additional powers and obligations to the ones provided in the Quebec Municipal Code, at sections 210 to 212 inclusively.

Section 3 – Additional Powers and obligations

The Director General assumes the additional powers provided at section 113 of the Cities and Towns Act.

« The Director General is the chief officer of the Municipality.

The Director General has authority over all the other officers and employees of the Municipality. With respect to an officer or employee whose duties are prescribed by law, the authority of the Director General is exercised only within the framework of his duties as the administrator of human, material and financial resources of the Municipality and may in no case hinder the carrying out of duties that are prescribed by law.

The Director General may suspend an officer or employee from his duties. He shall immediately make a report of the suspension to the Council. The Council shall decide the case of the suspended officer or employee, after inquiry ».

Section 4 – Municipal Council

Despite the delegation of authority done under the present bylaw, the Council keeps its rights regarding said powers of authorization.

Section 5

The present bylaw will come into effect according to the Law.

17-07-3171

ADOPTION OF THE MUNICIPAL BYLAW No. 04-17 REGARDING TRUCK AND HEAVY VEHICLE TRAFFIC

WHEREAS paragraph 5 of section 626 of the *Road Safety Act* (RLRQ, c. C-24.2) authorizes the Municipality to adopt a bylaw prohibiting any road vehicle traffic on specified roads as long as this prohibition is indicated by appropriate signage;

WHEREAS section 291 of the *Road Safety Act* (RLRQ, c. C-24.2) authorizes the Municipality to restrict or to prohibit the traffic of some or all heavy vehicles on roads under its responsibility;

WHEREAS section 291.1 of the *Road Safety Act* (RLRQ, c. C-24.2) provides that the traffic restriction or prohibition provided at section 291 can be partially lifted, with appropriate signage, to make it possible to get to a place that is only accessible through the prohibited travel zone in order to pick-up or deliver goods, to provide a service, to carry out work, to have the vehicle repaired or to drive it to its home base;

WHEREAS it is necessary to regulate truck and heavy vehicle traffic on public roads under the Municipality's responsibility in order to ensure the protection of the road network, the citizens and the tranquility of residential sectors;

WHEREAS a notice of motion of the present bylaw was given at the regular Council meeting held on June 13, 2017;

CONSEQUENTLY, it is

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

AND RESOLVED THAT the Municipal Council states and orders the following:

SECTION 1

The preamble and annexes of the municipal bylaw regarding truck and heavy vehicle traffic are an integral part of it.

SECTION 2

In the present bylaw, the following words have the following signification:

Truck : a road vehicle, other than an emergency vehicle, with a registered gross weight of 4,500 kg or more, made and designed mainly for transportation of goods or for the transportation of permanently fixed equipment and its working accessories. Are also considered trucks, a combination of vehicles with at least one of the vehicles having a registered gross weight of 4,500 kg or more;

Heavy vehicle: a road vehicle, other than a vehicle mounted on a truck frame, designed to carry out work and with a work station integrated to the driving station of the vehicle. For the purposes of this definition, a truck frame is a frame with all the mechanic components found on a road vehicle designed for the transportation of people, goods or equipment.

Road vehicle : a motorized vehicle that can travel on a road; excluded from this category are vehicles that can only travel on rails, power-assisted bicycles, electrically operated wheelchairs; trailers, semi-trailers and removable axles are considered road vehicles.

Local delivery : delivery done in a prohibited zone having a road sign giving authorization to truck and heavy equipment vehicle drivers to travel in this prohibited zone in order to carry out one or the other of the following tasks :

- To pick-up or deliver goods;
- To provide a service;
- To carry out work;
- To have repairs done to the vehicle;
- To drive back the vehicle to its home base.

Home base : the vehicle's home base refers to the business location, that is the location of storage for the vehicle, the office, the warehouse, the garage or the parking of the business.

Emergency vehicle : a road vehicle used as police vehicle according to the Police Act (RLRQ, c. P-13.1), a road vehicle used as an ambulance according to the Act respecting pre-hospital emergency services (RLRQ, c. S-6.2), a road vehicle for Fire Safety or any other road vehicle respecting criteria provided by regulation to be recognized as an emergency vehicle by the *Société de l'assurance automobile du Québec (SAAQ)*.

SECTION 3

On the territory of the Municipality of Pontiac, trucks and heavy equipment vehicles traffic are only authorized on the roads under the responsibility of the *Ministère des Transports, de la Mobilité durable et de l'Électrification des transports* (Ministry of Transport, Sustainable Mobility and Transportation Electrification).

Travelling of trucks and heavy equipment vehicles is prohibited on the following roads which are indicated on the plan entitled «Travelling of heavy vehicles and construction vehicles on the territory of the Municipality of Pontiac June 2017 edition » appended to the present bylaw:

NAME	DESCRIPTION
1st Avenue	
2nd Avenue	
2nd Concession	
3rd Avenue	

3rd Concession	
4th Avenue	
5th Avenue	
5th Concession	
6th Concession	
Alary	Road
Alexander	Road
Anne	Street
Armitage	Road
Asaret	Road
Baie	Road
Beaudoin	Road
Boom	Road
Bourgeois	Crescent
Bradley	Road
Brady	Crescent
Braun	Road
Bristol	Street
Bronson-Bryant	Road
Brown	Road
Bruce	Street
Butte	Road
Cain	Road
Canal	Road
Cartel	Road
Cedarvale	Road
Chamberland	Road
Church	Street
Cimetière	Road
Clarendon (With the exception of the segment from Egan to Ferry)	Street
Clark	Road
Cochrane	Road
Crégheur	Road
Curley	Road
Damas-Perrier	Road
Davis	Road
Delorme	Road
Destrier	Road
Drouin	Montée
Dubois	Road
Duffy	Road
Elm	Road

Farrell	Road
Foran	Road
Fortin	Road
Gauvin	Road
Gibson	Road
Gold-Mine	Road
Hammond	Road
Hauts-Vents	Road
Henderson	Road
Hickey	Road
Hôtel-de-Ville	Road
Ivan	Crescent
James Hickey	Road
Joanisse	Road
Kawartha	Road
Kennedy	Road
Kerr	Road
Kilroy	Road
Lac	Road
Lac-La-Pêche	Road
Lac-Beauclair	Road
Lac-Curley	Road
Lamoureux	Road
Lavigne	Road
Lebrun	Road
Lelièvre	Crescent
Lilas	Road
Lusk	Crescent
Mackechnie	Road
Maple	Road
Marion	Road
Marquis	Road
McCann	Street
McCaffrey	Road
McKay	Road
McKibbon	Road
Mohr	Road
Montagne	Road
Mulligan	Road
Murdock	Street
Murphy	Road
Murray	Road
Nugent	Road

Odessa	Road
Omkar	Road
Onslow	Street
O'Reilly	Road
Ottawa	Street
Outaouais	Road
Panorama	Road
Papineau	Road
Parker	Road
Pellerin	Road
Pères-Dominicains	Road
Pilon	Road
Plages	Avenue
Plaines	Road
Plante	Road
Pontiac	Road
Proven	Road
Quero	Road
Quyon	Street
Ravin	Road
Rear	Street
River	Road
Rivière	Road
Robinson	Road
Rose	Crescent
Sapinière	Road
Seliner	Road
Sincennes	Road
Smith	Street
Smith-Léonard	Road
Soulière	Crescent
St-Andrew	Street
Stanton	Road
St-George	Street
St-John	Street
St-Louis	Road
St-Patrick	Street
Steele	Road
Swamp	Road
Taber	Road
Terry-Fox	Road
Thérien	Road
Townline	Road

Tremblay	Road
Village	Road
Weirstead	Road
Westbrook	Road
Wiggins	Road
Wilson	Road
Wyman	Road
Young	Crescent

SECTION 4

Section 3 does not apply to trucks and heavy equipment vehicles that must do a local delivery.

Furthermore, it does not apply to :

- a) special vehicles travelling under a special traffic permit giving the specific authorization to access a prohibited road;
- b) agricultural machineries, farm tractors and farming vehicles
- d) towings;
- c) emergency vehicles.

SECTION 5

Whoever contravenes to section 3 commits an offence and is punishable by a fine identical to the one provided in the Road Safety Act.

SECTION 6

The present bylaw will come into effect as soon as it is approved by the *Ministère des Transports, de la Mobilité durable et de l'Électrification des transports* (Ministry of Transport, Sustainable Mobility and Transportation Electrification), according to sections 291 and 627 of the *Road Safety Act*.

Carried

NOTICE OF MOTION

Notice of motion is given by **Thomas Howard**, Councillor of Ward **3** of the Municipality of Pontiac that there will be adoption at a subsequent meeting, of bylaw 08-17 providing the conditions for taking charge of the maintenance of tolerance roads in the Municipality of Pontiac

TABLING

« DRAFT BYLAW 08-17 STIPULATING THE CONDITIONS FOR ASSUMING THE MAINTENANCE OF TOLERANCE ROADS »

WHEREAS the term « tolerance roads », designate private inhabited roads which do the meet the criteria allowing to be municipalized, according to the regulation in force (bylaw 01-07);

WHEREAS the Municipality is currently participating, although in a limited way, to the partial financing of certain management operations, more specifically with annual subsidies to several « Owners Associations or Resident Associations» and these associations are using the moneys for summer or winter maintenance of the tolerance roads;

WHEREAS the Municipality currently provides certain services to the residents living on tolerance roads, such as :

- Administrative services (Urban planning, recreations and others);
- Fire protection services;
- Police services via the MRC des Collines-de-l'Outaouais;
- Management of water courses via the MRC des Collines-de-l'Outaouais;

- Garbage and recycling collection services;
- Grading services for gravel surfaces, for a minimum fee, charged to the association requesting the service;

WHEREAS the bylaw 01-07 « stipulating the conditions to municipalize roads » is the bylaw currently in force, the additional conditions aiming at regulating or formalizing the situation of roads designated as « tolerance roads » must be registered in this bylaw;

WHEREAS sections 66 and 67 of the Municipal Powers Act (2005, c.6) empowers municipalities to regulate regarding transportation and roadways;

WHEREAS a notice of motion was duly given at a Council meeting held on July 11th, 2017;

CONSEQUENTLY, it is

Moved by :

Seconded by :

AND RESOLVED THAT this Council orders and decrees the following with the present amendment on the bylaw providing the conditions for assuming the maintenance of the tolerance roads of the Municipality of Pontiac:

SECTION 1

The preamble stated above is an integral part of the present bylaw.

SECTION 2 – GENERALIZATIONS

2.1 Private roads: condition of municipalization

Certain private roads may meet the standards allowing their municipalization. This type of roads must follow the requirements under bylaw no 01-07 entitled: « By-law stipulating the conditions to municipalize roads ».

The other inhabited private roads that do not meet the criteria allowing their municipalization are submitted to the present bylaw's requirements. They are designated as « Tolerance roads ».

2.2 Associations representing the owners (*see annex A)

The Municipality focusses on communications with the associations representing the owners rather than with individual owners or residents, this in order to standardize the interventions and to give an equitable service to the citizens.

SECTION 3 – DESIGNATED SERVICES FOR ASSUMING THE RESPONSIBILITY FOR THE MAINTENANCE OF TOLERANCE ROADS

3.1 Designated services for assuming responsibility for the maintenance of tolerance roads by the Municipality

In view of the existing configuration of the tolerance roads, either:

- these roads have an encroachment of less than 15 metres, which is the minimum standards for a private sector road (RL-178-01; 3.5.5 a);
- these road have a carriageway of less than 5 metres, which is the minimum standards for a private sector road (RL-178-01; 3.5.5 b);
- the sub-base and the base of the road do not have the required minimum thickness standards : sub-base of 180 mm (R-No 01-07; 6.3 a) and base of 150 mm (R-No 01-07; 6.3 b);
- these roads do not have adequate drainage, having no ditches or others;(R-No 01-07; 6.4);

The Municipality wishes to take charge of certain services that are currently partially provided or not provided by the Municipality or the association. These services are :

3.1.1 Snow removal

The Municipality will provide and pay for snow removal, currently provided by private contractors under contract with the respective associations.

The association will have to provide, if possible, the contract with the snow removal contractor for the last three years.

The Municipality will launch a call for tenders in order to choose one (or more) contractor(s) to do the snow removal, according to a similar standard of service. It is possible that in certain cases the spreading of salt and/or sand is currently done by the residents, as needed, according to the winter condition of the road.

Spreading of salt and/or sand by the Municipality via its contractor(s) will have an impact on the cost of this service, and the Municipality will include these costs in the analysis of all the services it intends to provide for each sector.

As well, in view of the width of roads and sub-standards encroachments, the use of normal snow removal equipment, such as 6 or 10 wheeler trucks with front and side blades, and abrasive spreader or grader, could be compromise. Therefore, it would be required from the tendering contractors to have lighter equipment, which would have an impact on the operating costs.

In cases of winter conditions with very heavy snow fall causing snow accumulation on the side of the roads, therefore reducing the width of the road, the Municipality may intervene in a timely manner and widen the road by blowing or pushing the snow on private lands. The purpose of these interventions is to allow municipal equipment the access to the roads at all time.

3.1.2 Grading and maintenance of the roadway surface

Grading will be done by the Municipality at a frequency similar to the one currently done by the associations of each sectors.

Once the road surface is deemed ready for maintenance by the Municipality, the Municipality may refill the road at places where the support is deemed insufficient.

3.1.3 Drainage

The Municipality may dig gullies, little ditches, drainage trenches, replace or add culverts, in order to improve /solve drainage problems on certain roads; more specifically, when the absence of ditches causes problems for the roadway surface during the spring thaw or heavy rainfalls.

3.1.4 Maintenance of vegetation

If needed, the vegetation such as trees, branches, shrubs and roots that are encroaching on the road, will be removed by the Municipality.

SECTION 4 – APPLICATION FOR ASSUMING MAINTENANCE AND TERMS

4.1 Application for assuming maintenance and terms

Each association or group of owners is responsible for transmitting to the Municipality an application for assuming the maintenance of its roads.

4.2 Process

The Municipality will proceed with the following steps before assuming the responsibility for the maintenance of the road:

- a) Meetings between the Municipality's representatives and the associations or group of owners to discuss the existing maintenance methods carried out by the association;

- b) Study the documents submitted by the association, of which the contracts or agreements;
- c) Perform an inspection and an analysis of the road network mentioned in the application and covering the elements described at section 3 of the present bylaw;
- d) Preparation of a budgetary estimate for the annual maintenance services that will be required;
- e) Preparation of a report, including recommendations for the Council for assuming or not the maintenance of the association's roads ;
- f) Second meeting with the association to discuss the decision;

4.3 Terms

4.3.1 Analysis

As mentioned, following the application tabled by the association, a work meeting with the Municipality will take place in order to:

- Determine the extent of the interventions needed to have the roads compliant with the minimum standards to assume the maintenance of the road;
- Presentation and discussion of the work program and schedule;
- Discuss the information given by the association;
- Discuss the projected budget for improvement work to meet standards as well as the financing modalities;
- The existing right-of-way will be discussed vs the constraints limiting road widening (in certain cases, possibility to define a widening right-of-way in the areas that are too restricted to obtain a satisfying minimum width for the operations);

4.3.2 External professionals required for the file

The Municipality may give part of the work to professionals such as engineering consultants, land-surveyors, environment specialists, or others, when required because of the nature of the element to be analyzed or studied. The fees for these services will be included in the budget of improvement work.

4.3.3 Funding for upgrading to standards

The Municipality will establish the nature of the necessary work to be done in order to assume responsibility for the maintenance, and the required budgets for each category of work. The required funding as well as the distribution for municipal contribution and contribution by local improvement taxes will also be established and discussed.

SECTION 5 - CRITERIA - TECHNICS FOR ASSUMING RESPONSIBILITY

5.1 Width

The Municipality has determined that a width of 3.5 m is the minimum width for assuming responsibility of tolerance roads. Road with less than 3.5 m will be subjected to widening work according to a specification book determined by the Municipality and presented to the association.

5.2 Drainage

The Municipality will assess the drainage conditions, to see if the absence of a ditch causes a problem for the roadway surface during the spring thaw, or heavy rains.

Following these inspections, corrective measures will be suggested and will be the object of a specification book determined by the Municipality and presented to the association.

Also, the cost of work will be evaluated. Drainage being an element that can quickly raise the costs, only the elements that could affect the road's lifespan and reduce the cost for future maintenance will be subjected to work.

5.3 Road surface

The Municipality will evaluate the conditions of the roadway surface, more specifically, the thickness of material of the sub-base, in order to ensure adequate seasonal grading. The absence of gravel or crushed stones will not allow adequate seasonal grading operations. Grading will be done by the Municipality at a frequency determined by the Municipality.

The Municipality will not commit to refill systematically all roads, but rather to correct the defective zones, after an assessment.

In certain cases, the granulated surface (top coat), will be subjected to a refill of a thickness determined by the Municipality.

In cases of road widening, the part to be widened will be reconstructed as follows:

- The natural soil part will be excavated to a depth of 330 mm and the bottom part of the extraction will be compacted.
- The sub-base will be 180 mm, made of MG56 crushed stones and compacted according to road construction standards.
- The base will be 150 mm, made of MG20 crushed stones and compacted according to road construction standards.

5.4 Dead end

The Municipality will assess the necessity and the feasibility to implement dead ends on roads with no way out in order to facilitate maneuverers for maintenance equipment. The dead end's geometry is done according to the road design standards annexed hereto as Annex B, or with suggested realistic alternatives.

5.5 Geometry

The Municipality will assess the sections of roads showing a deficient geometry, such as curves with reduced visibility, steep slopes and unstable soil, and will suggest realistic alternatives, at the best price.

SECTION 6 - OPERATION COSTS DURING THE TRANSITION PERIOD

6.1 Required work in order to assume responsibility VS maintenance work while assuming responsibility

It is important to make a difference between the work that will be required in order to assume responsibility of the maintenance, compare to the maintenance work while assuming responsibility.

In the first case, we are talking about the Municipality assessing the cost for work to be done before assuming responsibility for the maintenance and for which funding and invoicing will be affected to the association (residents).

Once the Municipality has assumed responsibility for the maintenance, the normal operation costs will be the Municipality's responsibility as any other municipal roads.

In the event of major repair work being required, the Municipality will study each situation with the association's representatives before proceeding with any work, in order to have an adequate control on expenditures.

SECTION 7 – COMING INTO EFFECT

The present bylaw will come into effect according to the Law.

17-07-3172

REQUEST TO THE MTQ IN ORDER TO REDUCE THE SPEED LIMIT ON ROUTE 148

WHEREAS the authorized speed limit on Route 148 in the Municipality of Pontiac is under the MTQ's jurisdiction;

WHEREAS the numerous and severe automobile accidents happening on this road;

WHEREAS the safety of the motorists travelling on this road is a major concern for the Municipality;

It is

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

AND RESOLVED THAT the Municipality sends a letter to the MTQ requesting to reduce the speed limit on Route 148, between Thérien and Kennedy roads, in the Municipality of Pontiac.

Carried

17-07-3173

REQUEST TO THE MTQ – ASPHALT ON ROUTE 148

WHEREAS Route 148 is under the MTQ's jurisdiction;

WHEREAS the state of deterioration of Route 148, more specifically on the segment between Murray Road and the four lanes;

It is

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

AND RESOLVED to ask the MTQ to redo the asphalt on Route 148, between Murray Road and the four lanes.

Carried

17-07-3174

DISCIPLINARY MEASURES – EMPLOYEE # 05-0076

WHEREAS the events of June 15 and 16, 2017;

WHEREAS the disciplinary file of the employee # 05-0076;

WHEREAS the recommendation of the Director General;

It is

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

AND RESOLVED to ratify the decision of the Director General and to suspend without pay the employee # 05-0076 for a period of 5 consecutive working days starting on July 13, 2017.

Carried

17-07-3175

SURFACE REPAIRS -STEELE AND PÈRE-DOMINICAINS

WHEREAS Steele and Père-Dominicains Roads are in bad conditions;

WHEREAS it would be expedient to proceed with the paving of the surface on some priority sections in order to, in particular, test an uncommon asphalt mix;

It is

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

AND RESOLVED to grant a budget of \$50, 000.00 to proceed with correction work on the surface of Steele and Pères-Dominicains Roads.

IT IS ALSO RESOLVED THAT this expenditure be affected to the budgetary item 59 131 00025.

Councillor Mr. Brian Middlemiss votes against the resolution.

17-07-3176

ADOPTION OF THE ACTION PLAN – COMPOSTING PROGRAM

WHEREAS the Québec government is asking the municipalities to reduce or even eliminate their organic landfill by 2020;

WHEREAS the Municipality of Pontiac (resolution 17-03-3059) and the other municipalities of the MRC des Collines-de-l’Outaouais have committed to implement, at least, a systematic and mandatory domestic composting program, in their most recent management Plan of residual material (bylaw 241-16) ;

WHEREAS the residents of the Municipality of Pontiac have been consulted, more specifically by a Web survey;

WHEREAS the Action Plan presented on July 4, 2017 by the Director General to the Municipal Council members;

WHEREAS each ton of organic material composted at home allows the Municipality to save \$114. 00 in burying fees;

WHEREAS THE Minister of Sustainable Development, Environment and Fight against climate changes (MDDELCC) has implemented a program to help domestic and community composting;

It is

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

AND RESOLVED THAT the Municipal Council approves the Action Plan for the implementation of a systematic and mandatory Program for domestic and community composting.

IT IS ALSO RESOLVED THAT the Municipal Council mandates the Director General in order to file an application for a grant from the MDDELCC according to the Program to help domestic and community composting.

IT IS ALSO RESOLVED THAT the Municipality:

- commits to respecting the conditions regarding the Program for domestic and community composting, more specifically, its accountability elements;
- authorizes the Director of the Municipality to transmit to Minister of Sustainable Development, Environment and Fight against climate changes any information requested for the registration, the respect and the good operation of the program.

FINALLY, IT IS RESOLVED THAT this Council approves the budget that was presented and that the expenditures be taken from the unappropriated surplus.

Carried

NOTICE OF MOTION

Notice of motion is given by **Thomas Howard**, Councillor of Ward **3** of the Municipality of Pontiac that there will be adoption at a subsequent meeting, of bylaw 07-17 to abrogate and replace bylaw 10-16 regarding the collection of residual material in the Municipality of Pontiac.

TABLING:

DRAFT BYLAW 07-17 REGARDING THE COLLECTION OF RESIDUAL MATERIAL TO ABROGATE AND REPLACE BYLAW 10-16 REGARDING THE COLLECTION OF RESIDUAL MATERIAL

WHEREAS a notice of motion has been given during a regular meeting of the Municipal Council, that is on July 11, 2017 to the effect that this by-law would be submitted for adoption;

WHEREAS the Municipal Council wishes to abrogate and replace by-law number 10-16 regarding the collection of residual material;

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

THEREFORE, it is

Moved by:

Seconded by:

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

SECTION 1 - PREAMBLE

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

SECTION 2 - DEFINITION OF TERMS

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

Mobile container : Container on wheels of a 360 litre or 240 litre capacity, designed to contain garbage, recyclable material or others and to be emptied by the use of a mechanical arm mechanism of European style, as provided in this by-law.

Blue bin : Recyclables.

Any other bin (Except blue or brown) : domestic waste.

Contaminant : Refers to a solid, liquid or gaseous material, a micro-organism, a sound, a vibration, radiation, heat, an odor or any other combination of one or the other which is likely to alter the quality of the environment.

Special collection : Branches and leaves
Lawn clippings
Spring / Fall clean-up

Container : A closed, airtight garbage container, made of metal, plastic or other, equipped with handles and a lid, designed and marketed for this purpose.

Bin : Containers of various dimensions, made of solid material, airtight, equipped with a lid, in good condition, which are mechanically handled or emptied in a collection truck using a front or rear loading hydraulic system.

Collection : Action of taking domestic waste, recyclable materials and cumbersome objects which are placed on an access road or in other locations and putting them in a completely closed vehicle.

Sorting plant : Refers to a location where the recyclable material is dropped-off. The sorting plant holds an agreement with the MRC des Collines.

Transshipment station and hazardous domestic waste centre Place which is managed by the MRC des Collines mainly focused on the transshipment of domestic waste. It can also receive hazardous domestic waste, cumbersome objects and other accepted material, depending on the site operators.

Ecocentre : Drop-off location mainly focussed on recovery and recycling. Hazardous domestic waste, cumbersome objects and other accepted materials may also be dropped-off, depending on the site operators.
All locations are mainly operated by the Municipality of Pontiac or by the MRC des Collines.

Cumbersome objects: Cumbersome objects include, but are not limited to, heavy objects like old furniture, washing machine, dishwasher, spin-dryer, electrical or gas-fired accessories (propane, natural gas, etc.) for domestic use, sofas, beds, chairs, carpets, cold ashes in plastic bags. It includes materials accepted in engineered landfill sites and in incineration plants, in compliance with the Regulation respecting the landfill and incineration of residual materials (c. Q-2, r 6.02) provided in the Quebec Environment Quality Act.

Warehouse : Refers to a closed shelter with a roof, four walls and a lockable door, specially designed to house and hold the containers.

ICI : Refers to industries, businesses and institutions.

Building : A building under the Quebec civil Code. In this contract it also means housing unit.

Recyclable material : Any glass, plastic or steel containers, any kind of paper, cardboard and any other object accepted at the sorting plant. A non-exhaustive list of recyclable materials is presented under section 3.2 of this by-law.

Residual material : Any generated material intended for recovery, recycling, disposal, destined for landfill or incineration. It includes more specifically domestic waste, hazardous domestic waste, cumbersome objects, construction material and any other material.

compostable

plant material: Includes the following plant material : leaves, lawn clippings, cutting residual , garden clipping, wood chips, sawdust, fruits and vegetables peelings, coffee grounds, scales ; as long as these residual are not industrial material and are not contaminated with wood preservative products or animal pathogenic agents (human faecal material, animal droppings, non-composted manure, slaughterhouse residual or meats unfit for consumption)

Material intended for the transshipment center

This list is determined by the MRC des Collines-de-l'Outaouais and may be modify anytime.

- a) Household appliances : stoves (electrical or gas), refrigerators and freezers (without refrigerant gases, or as

per the Municipal instructions), washing machines, dishwashers, spin dryers, electrical or gas-fired accessories (propane, natural gas, etc.) for domestic use, dryers, ovens and any other similar accessories.

- b) Electronic appliances: televisions, television devices such as DVD players, computers, radios and other similar accessories.
- c) The following construction material :
 - i. Gypsum
 - ii. Concrete
 - iii. Metal
 - iv. Wood
 - v. Roof shingles
- d) Branches, lawn clippings.

Nuisance : That is harmful to physical, moral or environmental health.
See the current standardized regulations pertaining to nuisances, adopted by the MRC des Collines and the Municipality of Pontiac.

Occupants : Refers to the owners, the tenants or residents occupying a dwelling or unit (building).

Domestic waste : Domestic waste includes all non-recyclable, non-recoverable, and non-hazardous material intended to be eliminated in an engineered landfill site and in compliance with the Regulation respecting the landfill and incineration of residual materials (c. Q-2, r.6.02) provided in the Quebec Environment Quality Act.

Hazardous domestic waste and hazardous and explosive material Includes, but is not limited to, batteries, cells, motor oils, hydraulic oils, vegetable oils, medication, pills, syringes and other biomedical products, aerosols, anti-freeze, any kind of compressed gas cylinders, paint strippers, pesticides, paint, weapons and ammunition, gasoline and used tires, etc. All for residential use only.

~~**Green waste :** Green waste includes lawn clippings, trees, Christmas trees, branches, leaves, garden waste (plants, flowers, weeds, etc.).~~

Garbage bag : Conventional plastic bag, designed for that purpose, of standard or normal size, green, black or other, except blue bags. The latter are to be used exceptionally for recyclable material only, when the recycling bin is full.

Housing unit: Each single-family home, each unit in a multiple unit complex, each school, church, or other institution, each business, farm, store, each industry or factory, each municipal building, each place of business in an office building or each park or municipal beach.

SECTION 3 – LIST OF MATERIALS

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

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

- a) Domestic waste includes all non-recyclable and non-hazardous residual material intended for the disposal in an engineered landfill site or incineration plant and in compliance with the Regulation respecting the

landfill and incineration of residual materials (c. Q-2, r.6.02) provided in the Quebec Environment Quality Act.

- b) This waste also includes the excrements of domestic animals (as defined in the nuisance by-law) as long as they are disposed of in double plastic garbage bags.

3.2 Recyclable material (non- exhaustive list)

- Newspaper, glossy paper, fine paper and kraft paper
- Envelopes with or without windows
- Flat or corrugated board (bulky cardboard) (maximum size : 1 metre x 0.5 metre)
- Pasteboard (egg cartons, etc.)
- Milk carton, juice carton and frozen food box
- Juice carton lined with aluminium (Tetra Pak)
- Jars and bottles without lid
- Plastic (bearing numbers, **1, 2, 3, 4, 5** or **7**)
- Food product containers (margarine, yogurt, ice cream, muffins, etc.)
- Household cleaning product containers (dish soap, bleach, etc.)
- Cosmetic product containers (shampoo, cream, etc.)
- Plastic lids
- Grocery and shopping bags
- Empty and clean bread and milk bags
- Plastic toys without any metal parts
- Soil-free plastic gardening pots
- Compact discs, DVD's and cases
- Cans (with or without labels)
- Caps and lids
- Aluminum cans
- Clean aluminum paper and plates
- Metal household objects (pots and pans)
- Metal pieces less than 2 kg and less than 60 cm long (excluding wire)
- Objects or lids combined of metal and plastic

3.3 Cumbersome objects (non-exhaustive list)

Types of cumbersome objects :

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

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

Accepted hazardous domestic waste:

- Car batteries and alkaline and rechargeable cells
- Tires without rims
- Acids
- Aerosols
- Bases
- Other organic material

- Propane cylinders/tanks
- Cyanides
- Oils
- Medications
- Oxidants
- Pesticides
- Reagents
- Electronic residuals (computers, screens, cellular telephones, etc.)
- Solvents

Prohibited hazardous domestic waste:

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

3.5 Compostable materials (non-exhaustive list)

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

Home compostable plant material

- a) Exclusively plant material including the following plant material: leaves, lawn clippings, cutting residual, garden clipping, wood chips, sawdust, fruits and vegetables peelings, coffee grounds, scales ; as long as these residual are not industrial material and are not contaminated with wood preservative products or animal pathogenic agents (human faecal material, animal droppings, non-composted manure, slaughterhouse residual or meats unfit for consumption)

Domestic compostable materials

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

Industrial compostable materials

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

Compostable materials intended for the Ecocentre

- c) Any residual plant material that is difficult to compost at home : trees, Christmas trees, branches.

3.6 Construction and demolition waste (non exhaustive list)

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

3.7 Material intended for the ecocentre

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

3.8 Paint drop-off (Town Hall)

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

SECTION 4 - TERRITORY

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

SECTION 5 - APPLICATION

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

SECTION 6 – MANAGEMENT OF RESIDUAL MATERIALS

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

SECTION 7 – COLLECTION SERVICES

- 7.1** Once the residual material is collected, it becomes the property of the Municipality of Pontiac, which may then dispose of it at its discretion.

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

SECTION 8 – STORAGE AND TRAFFIC

- 8.1 The containers must be stored on the property they belong to, and on the day scheduled for the garbage collection, be placed in the location authorized by the Municipality, that is, along the edge of the laneway, street or road, except in certain particular cases determined by the Public works department.
- 8.2 The containers or cumbersome items must be placed so as not to impede traffic and to facilitate the collection of garbage.
- 8.3 The containers or bulky items shall not be an obstacle during snow clearing operations during the winter. It is the responsibility of the owners' to which the containers belong to, to look after their maintenance and to keep them cleared of snow. The Municipality will not be responsible for broken containers or their storage or for picking up items that may have been scattered along the ditch or on the owner's property following snow removal.

SECTION 9 – DISPOSAL OF GARBAGE

- 9.1 **Garbage and recyclable materials:** Any occupant of a property must dispose of their household garbage, recyclable materials and cumbersome items according to the provisions of the present by-law.
- 9.2 **Cumbersome items :** Any occupant who wishes to dispose of cumbersome items may do so by setting them out with the household garbage, and as provided for in the present by-law or according to the contract awarded by the Municipality for the collection and transportation of the residual materials, as well as to applicable laws.

The occupant must call the Municipality's Public works department, at least 24 hours in advance of the collection day in his/her area, to inform us of the content with respect to the cumbersome items to be collected.

- 9.3 **The household hazardous waste (HHW) and hazardous materials:** Any occupant who wishes to dispose of household hazardous waste (HHW) and hazardous materials, must bring these items to a service centre in the region that is identified by Recyc-Québec or at the **MRC des Collines-de-l'Outaouais hazardous domestic waste center** or at the **Municipality's Ecocentre** (paint, etc.,) during the period, days and time determined by the Municipality, or at any other authorized area in accordance with any applicable provincial or federal Act.

9.4 Compostable materials: Any occupant of a property within the municipality's territory must take the necessary measures to minimize the number of compostable materials included in the household garbage. Green waste such as grass clippings, trees, branches, leaves, Christmas trees are not accepted in the collection of garbage and recyclable materials but are accepted at the Municipality of Pontiac's Ecocentre.

9.4 Compostable material : Any occupant of a property within the municipality's territory must take the necessary measures to minimize the number of compostable materials included in the household garbage. **Home compostable plant materials** are not accepted in the collection of garbage and recyclable materials. Trees, branches, leaves, Christmas trees are accepted at the Municipality of Pontiac's Ecocentre. At the moment, compostable food residual of animal origin (meats, eggs, etc.) are accepted in the garbage collection.

9.5 Construction and demolition waste: Any occupant who wishes to dispose of construction or demolition materials must transport them at his/her expense, directly to a licensed landfill site, or by concluding an agreement at his/her expense, with the contractor mandated by the Municipality to collect the household garbage, recyclable materials and cumbersome items OR transport them to the Municipality's Ecocentre, during opening hours defined by the Municipality.

9.6 In accordance with the present by-law, before disposing of residual materials, they must have been sorted and put in the appropriate container or designated area, according to their respective categories. As such, the materials must be processed as follows:

- a) Household garbage
- b) Recyclable materials
- c) Cumberse items by category: beds, furniture, etc.
- d) Materials going to the Ecocentre
- e) Construction materials going to the Ecocentre
- f) Compostable materials going to the Ecocentre
- g) Home compostable plant material

9.7 The bins must be placed in the authorized location, that is to say, at the property limits for the set time and day of the collection. To this end, the bins could be placed no earlier than 24 hours before the day of the collection and must be removed no later than 12 hours after the collection is done. This sub-section of section 9 does not apply where the occupant has a series of bins or a fixed container, all of which must have been authorized beforehand by the Public works department.

9.8 On an exceptional basis and when certain materials must be stored outside of the containers provided, the occupant must take all necessary measures to ensure that these materials remain sheltered from the weather until they are collected and must place them in a manner so as to facilitate their loading.

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

SECTION 10 – COLLECTION SYSTEM

10.1 Door-to-door: A door-to-door collection system is established within the Municipality's territory for the properties where it is possible to perform this type of collection, so as to remove the waste as much as possible.

10.2 Centralized deposit site: A centralized deposit system can be set up for specific sectors where the door-to-door collection is not possible. In this case, the location, the type of storage area consisting of containers or small quantity of bins (maximum 4 of each type), and the method of disposal must

receive approval from the Public works department. Furthermore, the residents of the area being served must then conclude an agreement with the contractor who has been mandated by the Municipality to collect and transport the household garbage, recyclable materials and cumbersome items in order to allow the storage of containers on a private property.

SECTION 11 – FREQUENCY OF COLLECTIONS

The frequency of collections:

- a) The collection of household garbage and cumbersome items will be done door-to-door once (1) every two (2) weeks all year round. The frequency may however change when the collection is done at a centralized deposit site, according to the identified needs.
- b) The collection of recyclable materials will be done door-to-door once (1) every two (2) weeks all year round. The frequency may however change when the collection is done at a centralized deposit site, according to the identified needs.

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

SECTION 12 - QUANTITY

12.1 Household garbage: The total quantity shall not exceed the contents of a 240 or a 360-litre container per residence, and the contents shall not exceed the capacity of the bin(s) to which the occupant has obtained a previous authorization from the Public works department, with respect to the number of bins.

12.2 Recyclables: Each building must be equipped with at least one (1) bin on wheels. The total quantity of recyclable materials must not exceed the capacity of the bin(s) authorized for the building.

12.3 Storage: The total quantity of household or commercial garbage and recyclable materials stored shall not exceed the amount provided for per collection, per building served, as described under sub-sections 12.1 and 12.2.

SECTION 13 – CONTAINERS AND STORAGE

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

Exceptionally, garbage cans (airtight containers with lids) will be tolerated until September 1, 2016.

13.2 Containers for household garbage:

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

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

13.3 Fixed containers: Not authorized.

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

13.5 The obligation to use a container for the users of more than four bins becomes mandatory on August 1, 2016.

SECTION 14 – INDUSTRIES, BUSINESSES, INSTITUTIONS AND COMPANIES

14.1 Household garbage: Any occupant or owner of a business (non-residential building) that produces or needs more than the volume capacity of four 360-litre bin per collection, is hereby required to conclude an agreement with the Municipality to use a container for household to provide for the removal and disposal of household garbage, according to the price setting by-law in force.

14.2 Recyclable materials: Any occupant or owner of a business (non-residential building) that produces a quantity greater than four (4) recycling bins per collection, is hereby required to conclude an agreement with the Municipality to use a container to provide for the removal and disposal of recyclable materials according to the rates established.

Excluded however are individuals or companies who recover scrap metals, used tires, batteries, construction debris and cardboard. The Municipality may also, by way of a resolution, authorize any occupant or business owner (non-residential building) to perform on-site the recycling of some of their materials, to market this, or to do so, to sign a contract with a firm that is specialized in recycling.

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

SECTION 15 – ACCESSIBILITY TO ROADS

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

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

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

SECTION 16 - PUBLIC HYGIENE AND ENVIRONMENTAL PROTECTION

16.1 The containers or storage areas that are used for residual materials must be maintained in good condition at all times and not have any defect or be

broken in any way that will injure the attendant when he is performing his task.

16.2 Everyone shall comply with the requirements of the Environment Quality Act.

16.3 Residual materials must be kept in tightly-closed containers at all times, so as not to constitute a nuisance or contaminate the environment, be it due to odors, an accumulation of material or vermin.

16.4 Any occupant of a building situated within the Municipality of Pontiac's territory is hereby required to keep their yards and surroundings clean, free of garbage and putrescible substances. It is their responsibility to pick up any materials that are scattered or have fallen over, regardless of the reason.

SECTION 17 - RATES

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

SECTION 18 - OFFENCES

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

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

SECTION 19 – PENALTY

19.1 Any offender under the present by-law is liable to a fine, with or without fees, which shall not exceed \$1,000 for a first offence, and a fine not exceeding \$2,000 for a repeat offence in the case of a natural person. In the case of a corporation, the offender is liable to a fine not exceeding \$2,000 for a first offence, and a fine not exceeding \$4,000 for a repeat offence.

19.2 The contractor mandated by the Municipality to collect and transport the household garbage, recyclable materials and cumbersome items **may issue**

courtesy tickets and violation notices to offenders, at the request of the Municipality.

SECTION 20 - ABROGATION

For all legal purposes, the present by-law abrogates and replaces by-law number 02-16 regarding the collection of household garbage and recyclable materials abrogating by-laws 12-08, 080-87, 012-76, 007-76 and 04-07, nuisance by-law.

SECTION 21 – DECLATORY PROVISIONS

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

SECTION 22 – COMING INTO EFFECT

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

17-07-3177

COMMISSION DE TOPONYMIE –MÉLÉMI ROAD

WHEREAS it is necessary to register the odonyms with the *Commission de la Toponymie*;

WHEREAS the name of «Mélémi » Road was officialized with the *Commission de Toponymie du Québec* on April 22, 2008;

WHEREAS Mélémi Road was never physically created;

WHEREAS there is a new cadastral plan that was approved by the Municipality;

WHEREAS this new plan is the result of a dead end at the end of Quatre-Saisons Avenue;

WHEREAS there is no longer a new private road to access the lots located on des Quatre-Saisons Avenue;

It is

Moved by : Brian Middlemiss

Seconded by : Thomas Howard

AND RESOLVED THAT this Council notifies the *Commission de Toponymie du Québec* to proceed with the cancellation of the odonym «Mélémi » Road and that this modification be officialized.

Carried

17-07-3178

SECOND DRAFT BYLAW 177-02-01-2017 MODIFYING BYLAW 177-01 REGARDING ZONING IN ORDER TO ADD STANDARDS FOR TWO-GENERATION HOUSING

WHEREAS the Municipality of Pontiac is authorized to govern its urban planning bylaws ;

WHEREAS this Council deems it necessary to bring changes to bylaw number 177-01 regarding zoning, in order to allow bi-generational housing on its territory;

WHEREAS the Municipality has a Policy *Amie des Aînés* (MADA) in which it is mentioned facilitating the implementation of two-generation houses, in the zoning regulation;

WHEREAS the proposed modification was the object of a public consultation on July 4, 2017 and may be subjected to referendum approval;

WHEREAS a notice of motion for this draft bylaw was given at the regular Council meeting of June 13, 2017;

WHEREAS a copy of the present bylaw has been given to the Council members at least two days before this meeting and that all present Council members declare having read it and waive its reading;

It is

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

AND RESOLVED THAT this Council decrees and adopts the following:

SECTION I

PREAMBLE

The preamble is an integral part of this bylaw.

SECTION 2

ADDITION OF STANDARDS FOR TWO-GENERATION HOUSING

Section 1 Section 3.2.1 is modify by adding after the 4th paragraph, the following paragraph and sub-paragraphs:

A two-generation housing unit can be built or transformed in an isolated single-family housing unit in all zones, as long as it complies with the following provisions:

- a) The appearance of the single housing unit must be preserved ;
- b) The architecture and appearance of the building, including an extension, must be uniform and must form a coherent whole with the neighbouring isolated single family houses;
- c) The building must have only one entrance door on the front of the building and only one civic number;
- d) The housing unit must have only one electric meter;
- e) The two-generation housing unit is physically linked with the main housing unit by a door on the main floor and on the upper floor if applicable. The door(s) must permanently allow circulation between the two-generation housing unit and the main housing unit;
- f) The two-generation housing unit is equipped with an emergency exit other than the one of the main housing unit and said exit must not be located on the front of the building;
- g) The floor's surface area of the two-generation housing unit must not exceed the one of the main housing unit, excluding the basement;
- h) An off-street parking space must be provided for the two-generation housing unit. The parking space must comply with the provisions of the bylaw in force;
- i) A two-generation housing unit must be occupied or intended to be occupied only by people having a kinship or alliance with the owner-occupant of the main housing unit. The term "kinship" or "alliance" means, but is not limited to, descendants (children and grand-children), the ascendants (parents and grand-parents), privileged collaterals (brothers, sisters, nephews and nieces) and ordinary collaterals (uncles and aunts). Considering this, the owner-occupant must commit to providing, upon the Municipality's request, a proof of identification of any occupant of the bi-generational housing unit which would allow establishing the kinship with the owner-occupant.

SECTION 3

FINAL PROVISIONS

COMING INTO EFFECT

This draft bylaw will come into effect according to the procedures provided by Law.

Carried

17-07-3179

SECOND 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

WHEREAS the Municipality of Pontiac is authorized to modify its planning bylaws;

WHEREAS this Council deems it necessary to make changes to zoning bylaw # 177-01 to modify the Table of specifications for zone 13 in order to allow the construction of semi-detached single-family units and detached two-family units;

WHEREAS the proposed modification was the object of a public consultation held on July 4, 2017 and may be subjected to referendum approval;

WHEREAS a notice of motion for the present bylaw was given at the regular Council meeting held on June 13th 2017;

WHEREAS a copy of the draft bylaw was given to council members no later than 2 juridical days before their meeting, and all council members present declare having read it and waive its reading at this time;

CONSEQUENTLY, it is

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

AND RESOLVED THAT this council decrees and adopts the following:

SECTION 1 - PREAMBLE

The preamble is an integral part of the present bylaw.

SECTION 2 – MODIFICATION TO THE TABLE OF SPECIFICATIONS FOR ZONE 13

Article 1 The Table of specifications for zone 13 found under chapter 9 of the zoning bylaw 177-01, is modified by the addition of an “X” in the box found next to the mention “R2”.

Article 2 The Table of specifications pertaining to zone 13 found under chapter 9 of the zoning bylaw 177-01, is modified by the addition of following provision to the section on SPECIAL PROVISIONS APPLICABLE:

RESIDENTIAL CATEGORY R2 – 2 UNITS

This usage category includes the R1 usage category and the following types of housing: Semi-detached single-family units, single-family units partly or entirely connected to a single-family dwelling connected by a common side wall. Detached two-family units: Building that includes two (2) dwelling units, one above the other and having separate entrances leading directly to the outdoors.

SECTION 3 – FINAL PROVISIONS

COMING INTO EFFECT

This draft bylaw will come into effect according to the procedures provided by Law.

Carried

PUBLIC QUESTION PERIOD

- Réjean Genesse - Asks if the Composting Program includes the distribution of composters to the residents.
- Pierre Pratte - Asks for clarification about the draft bylaw regarding truck and heavy vehicle traffic.
- Robert Allard - Asks for more information regarding the collaboration between the Director General of the MRC and the Director General of the Municipality.
- Ricky Knox - Asks for information regarding the draft bylaw that was not adopted. (Assessment table for the work on Pères Dominicains Road).

17-07-3180

CLOSING OF THE MEETING

It is

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

AND RESOLVED to close the meeting at 8:18 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».