

**PROVINCE OF QUEBEC
MUNICIPALITY OF PONTIAC**

MINUTES of the regular Municipal Council meeting held on Tuesday, February 13, 2018 at 7:30 p.m. at the Luskville Community Center, located at 2024 route 148, Pontiac. Those who were present:

Mrs. Joanne Labadie, Mayor, Mrs. Leslie-Anne Barber, Pro-Mayor and Councillors Mrs. Nancy Draper-Maxsom, Mrs. Isabelle Patry, Mrs. Susan McKay and Mr. Scott McDonald.

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

Excused absence: Mr. Thomas Howard, Councillor.

Mrs. Joanne Labadie, 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

- Joanne Simard - Invites the elected members and seniors to attend the Golden Age Club monthly dinners.
- Carl Hager - Would like for the Municipality to distribute to seniors a paper list of volunteers and citizens, willing to help our elders with their daily tasks (snow removal, grass mowing, etc.), in order to help seniors stay in their home longer.

18-02-3326

ADOPTION OF THE AGENDA

- 1. Opening of the meeting**
- 2. Floor open to public and questions**
- 3. Adoption of the agenda**
- 4. Adoption of the minutes of previous meetings**
 - 4.1 Minutes of the regular meeting held on January 16, 2018 and those of the special meeting held on January 9, 2018
- 5. Administration**
 - 5.1 No 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 February
 - 5.5 Report regarding the delegation of authorized expenditures
 - 5.6 Retirement - Blue collar - Employee # 05-0074
 - 5.7 Temporary financing
 - 5.8 Tenders for issuing bank notes
 - 5.9 Short-term harmonization resolution in relation with a borrowing bylaw through bank notes in the amount of \$1, 847, 000.00 that will take place on February 20, 2018
 - 5.10 Appointment of the elected members to various Municipal Committees
 - 5.11 Land acquisitions following the spring floods in April and May 2017, as requested by the Ministry of Public Security
 - 5.12 Notice of motion - Bylaw 02-18 revising and replacing bylaw 11-16 regarding the standards applicable to the members of the Pontiac Municipal Council – Code of Ethics and professional conduct on a municipal level
 - 5.13 Tabling of bylaw 02-18 revising and replacing bylaw 11-16 regarding the standards applicable to the members of the Pontiac Municipal Council – Code of Ethics and professional conduct on a municipal level
 - 5.14 Mandate to RPGL - Negotiation for the collective agreement with the Municipality of Pontiac firefighters' union
- 6. Public security**
 - 6.1 Purchase of a fire truck
- 7. Public works**

- 7.1 Approval of additional costs for professional services mandate – Work monitoring portion for the rehabilitation of Montagne Road - Phase 2
- 7.2 Creation of a position – Civil engineering technician
- 7.3 Employee # 05-0076 - Amendment to resolution 17-07-3174
- 8. Public hygiene**
 - 8.1 Adoption of a real action plan enabling the valorization of putrescible organic matter
 - 8.2 Creation of a position – Water treatment plant
- 9. Urban renewal and zoning**
 - 9.1 Application to the CPTAQ for authorization to alienate and use part of lot 5 046 915, located at 1486 Route 148, for other than agricultural purposes
 - 9.2 Application to the CPTAQ for authorization to use part of lot 5 119 119, located at 155 Terry-Fox Road, for other than agricultural purposes
 - 9.3 Application to the CPTAQ for authorization to use part of lot 5 119 119 and lot 5 119 120, located at 155 Terry-Fox Road, for other than agricultural purposes
 - 9.4 Application to the CPTAQ for authorization to alienate the following lots : 2 683 403, 2 683 400, 2 871 036, 2 755 679, 2 683 434, 2 872 202, 2 683 430 and 2 683 432, located on Pères-Dominicains Road
- 10 Recreation and culture**
 - 10.1 2017-2018 financial assistance agreement - Support program for childcare projects during the school break and summer of 2018 (Ministry of Family)
 - 10.2 Implementation of the 2018 summer camp program
 - 10.3 Application as part of the Fund for the development of sport and physical activity– Rehabilitation and upgrade project for the Luskville recreational Park
 - 10.4 Application as part of the Fund for the development of sport and physical activity– Rehabilitation and upgrade project for the Quyon recreational Park
 - 10.5 Geotechnical study, Luskville recreational Park
 - 10.6 Contracts for the maintenance of municipal ice rinks – Amendment of resolution 17-12-3296
 - 10.7 Termination of the ice rink maintenance contract – Quyon recreational Park
- 11. Miscellaneous**
- 12. Various reports and correspondence**
 - 12.1 Tabling of various municipal reports:
 - a) animals
- 13. Tabling of the registre of correspondence**
 - 13.1 Register of the correspondence received in January 2018
- 14. Public question period**
- 15. Closing of meeting**

It is

Moved by : Susan McKay
 Seconded by : Leslie-Anne Barber

AND RESOLVED to adopt the agenda with the following modification:

Withdrawal of item 10.6: Contracts for the maintenance of municipal ice rinks –
 Amendment of resolution 17-12-3296

Carried

18-02-3327

ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD ON JANUARY 16, 2018 AND THOSE OF THE SPECIAL MEETING HELD ON JANUARY 9, 2018

It is

Moved by: Leslie-Anne Barber
 Seconded by: Isabelle Patry

AND RESOLVED TO adopt the Minutes of the regular meeting held on January 16, 2018 and those of the special meeting held on January 9, 2018.

Carried

18-02-3328

LIST OF INVOICES TO PAY

It is

Moved by:
Seconded by:

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to **\$46, 924.61** (see appendix) for the period ending on January 31st, 2018 and to debit budget posts related to the expenses mentioned on said list.

AMENDMENT
LIST OF INVOICES TO PAY

It is

Moved by: Nancy Draper-Maxsom
Seconded by: Isabelle Patry

AND RESOLVED THAT this Council authorizes the payment of invoices amounting to **\$46, 464.71** (see appendix) for the period ending on January 31st, 2018 and to debit budget posts related to the expenses mentioned on said list.

Carried

18-02-3329
LIST OF FIXED AND PRE-APPROVED EXPENSES

It is

Moved by: Leslie-Anne Barber
Seconded by: Isabelle Patry

AND RESOLVED THAT this Council approves the list of disbursements and withdrawals done from January 1st to 29th, 2018, all for a total amount of **\$1, 103, 312.29** (see appendix).

Carried

08-02-3330
LIST OF INCURRED EXPENSES FOR THE MONTH OF FEBRUARY 2018

It is

Moved by: Isabelle Patry
Seconded by: Leslie-Anne Barber

AND RESOLVED to accept the incurring expenses shown in appendix A, for a total amount of **\$69, 738.83** taxes included.

Carried

The Director General tables the report regarding the delegation of authorized expenditures from January 1st to 31st, 2018.

18-02-3331
RETIREMENT – BLUE COLLAR – EMPLOYEE # 05-0074

WHEREAS the letter of retirement of blue collar employee # 05-0074, as of January 15, 2018;

It is

Moved by: Susan McKay
Seconded by: Scott McDonald

AND RESOLVED to accept the resignation for retirement of blue collar employee # 05-0074.

IT IS ALSO RESOLVED THAT the Municipality wishes to thank Mr. John Gibeault for his years of dedicated service.

Carried

18-02-3332
TEMPORARY FINANCING

WHEREAS the borrowing by-law #03-16 for capital expenditures;

WHEREAS it is necessary to take a temporary loan, pending the disbursement for the loan;

It is

Moved by : Leslie-Anne Barber

Seconded by : Isabelle Patry

AND RESOLVED that the Council authorizes the Director General to sign the necessary documents for a temporary loan with the *Caisse Populaire des Collines-de-l'Outaouais* in the amount of \$2, 000,000.00 as approved by the Ministry of Municipal Affairs, Regions and Land Occupancy.

Carried

18-02-3333
TENDERS FOR ISSUING BANK NOTES

Opening date :	February 13, 2018	Number of tenders :	3
Opening time :	10 :00 a.m.	Average maturity :	3 years and 11 months
Opening location :	Quebec Ministry of Finances	Average interest coupon rate :	2.9600 %
Amount :	\$1 847 000	Date of issue :	February 20, 2018

WHEREAS the Municipality has requested, to this regard, through the electronic system (Adjudication and publication service for the results of debt securities issued for municipal financing purposes), tenders for the sale of bank notes, dated February 20, 2018, in the amount of \$1, 847, 000.

WHEREAS following the public call for tenders the sale of the above noted bank notes, the Ministry of Finances has received three proposals in compliance with the specifications, all according to section 555 of the Cities and Towns Act (RLRQ, chapter C-19) or section 1066 of the Quebec Municipal Code (RLRQ, chapter C-27.1) and the resolution adopted under this section;

1 - ROYAL BANK OF CANADA

\$195 000	2.96000 %	2019
\$201 000	2.96000 %	2020
\$207 000	2.96000 %	2021
\$213 000	2.96000 %	2022
\$1 031 000	2.96000 %	2023

Price : 100.00000

Actual cost : 2.96000 %

2 - FINANCIÈRE BANQUE NATIONALE INC.

\$195 000	2.00000 %	2019
\$201 000	2.25000 %	2020
\$207 000	2.45000 %	2021
\$213 000	2.65000 %	2022
\$1 031 000	2.80000 %	2023

Price : 98.92000

Actual cost : 2.99392 %

3 - CAISSE DESJARDINS DES COLLINES-DE-L'OUTAOUAIS

\$195 000	3.10000 %	2019
\$201 000	3.10000 %	2020
\$207 000	3.10000 %	2021
\$213 000	3.10000 %	2022
\$1 031 000	3.10000 %	2023

Price : 100.00000

Actual cost : 3.10000 %

WHEREAS the result of the calculation of the actual costs indicates that the proposal of the **Royal Bank of Canada** is the most advantageous;

It is

Moved by : Leslie-Anne Barber
 Seconded by : Isabelle Patry

AND UNANIMOUSLY RESOLVED

THAT the preamble of this resolution forms an integral part hereof, as if it were reproduced in its entirety.

THAT the Municipality of Pontiac accepts the offer of the **Royal Bank of Canada** for a loan on February 20, 2018 in the amount of \$ **1, 847,000.00** through bank notes in virtue of borrowing bylaws no. 05-02 and no. 15-10 at the price of **100.0000** CAN, for each \$100.00 at par value, due in series over **five (5) years**.

THAT the bank notes, capital and interests, will be payable by cheque in the name of the registered holder or by pre-authorized direct debit to the latter.

Carried

18-02-3334

SHORT-TERM HARMONIZATION RESOLUTION IN RELATION WITH A BORROWING BYLAW THROUGH BANK NOTES IN THE AMOUNT OF \$1, 847, 000.00 THAT WILL TAKE PLACE ON FEBRUARY 20, 2018

WHEREAS according to the following borrowing bylaws, and for the amounts specified with respect to the said bylaws, the Municipality of Pontiac wishes to borrow through bank notes, a total amount of \$ **1, 847, 000.00** which will take place on February 20, 2018 and be distributed as follows:

Borrowing bylaw n°	For the amount of \$
05-02	\$65, 600
15-10	\$644, 200
15-10	\$316, 600
15-10	\$820, 600

WHEREAS it is necessary to modify the borrowing bylaws accordingly;

WHEREAS, according to the 1st paragraph of section 2 of the Act respecting municipal debts and loans (RLRQ, chapter D-7), for the purpose of this loan and for the borrowing bylaw 15-10, the Municipality of Pontiac wishes to carry out the loan for a shorter term than originally established for this bylaw;

It is

Moved by : Susan McKay
 Seconded by : Scott McDonald

AND UNANIMOUSLY RESOLVED

THAT the borrowing bylaws indicated in the first paragraph of the preamble will be financed through bank notes, according with the following:

1. the bank notes will be dated February 20, 2018;
2. the interests will be payable biannually, on February 20th and August 20th of each year;
3. the bank notes will be signed by the Mayor and the Secretary-treasurer.
4. THAT, as for the capital, the bank notes will be reimbursed as follows:

2019	\$195, 000	
2020	\$201, 000	
2021	\$207, 000	
2022	\$213, 000	
2023	\$219, 000	(to pay in 2023)
2023	\$812, 000	(to renew)

THAT, with regard to the annual capital amortizations for 2024 and for the subsequent years, the term should be shorter than what is stipulated in the borrowing bylaw number 15-10, that is, on a **five (5) year** term (as of February 20, 2018) instead of the prescribed term of the said amortizations, each subsequent issuance being for the balance or part of the balance due on the loan.

Carried

18-02-3335

APPOINTMENT OF THE ELECTED MEMBERS TO VARIOUS MUNICIPAL COMMITTEES

It is

Moved by : Leslie-Anne Barber
 Seconded by : Isabelle Patry

AND RESOLVED THAT the following elected members be appointed for the committees mentioned below, for the duration of the current mandate:

Strategic Planning Committee	All members of the Municipal Council
Planning Advisory Committee	Isabelle Patry Scott McDonald
Public Safety Advisory Committee	Nancy Draper-Maxsom Thomas Howard
Public Works Advisory Committee	Isabelle Patry Nancy Draper-Maxsom
Regulatory Advisory Committee	Leslie-Anne Barber Scott McDonald
Recreation, sports, culture and community life Advisory Committee	Susan McKay Leslie-Anne Barber
Administration and finances Committee	Leslie-Anne Barber Nancy Draper-Maxsom
Agricultural Advisory Committee	Joanne Labadie Thomas Howard
Committee in charge of the Community Center project in Quyon	Joanne Labadie Susan McKay
Country Fair Committee	Joanne Labadie Susan McKay
Committee in charge of the boat ramp	Leslie-Anne Barber Scott McDonald

IT IS ALSO RESOLVED THAT the following elected members represent the Municipality of Pontiac on the Boards of Directors and Committees mentioned below:

Quyon's Port Authority- Mohr's Landing	Nancy Draper-Maxsom Joanne Labadie
Transcollines	Leslie-Anne Barber
TransporAction Pontiac	Susan McKay
Pontiac Municipal Housing Office	Susan McKay Joanne Labadie
Friends of the Chat Falls Committee	Thomas Howard
Pontiac Observatory	Joanne Labadie Nancy Draper-Maxsom
Réseau Biblio representative	Joanne Labadie

IT IS ALSO RESOLVED THAT this resolution abrogates and replaces any previous resolution on this subject.

Carried

18-02-3336

LAND ACQUISITION FOLLOWING THE SPRING FLOODS IN APRIL AND MAY 2017, AS REQUESTED BY THE MINISTRY OF PUBLIC SECURITY

WHEREAS the properties listed below sustained extensive damage during the spring floods;

WHEREAS the owners have chosen to take the allowance offered by the Ministry of Public Security and to transfer their land to the Municipality of Pontiac;

WHEREAS the owners commit to respecting all the commitments determined by the Ministry by virtue of Decree 495-2017, namely to:

- Inform their mortgagee;
- Obtain, before the beginning of work, all necessary permits and approvals;
- Proceed with the demolition of their residence according to the laws and regulations or to alienate it to a third party who will make sure to move the building;
- Remove the foundations according to the laws and regulations in force;

It is

Moved by : Susan McKay
Seconded by : Nancy Draper-Maxsom

AND RESOLVED THAT the Municipality of Pontiac is committed to purchasing the following lots, for the nominal sum of \$1.00 each :

- Part 11, lot 7, Subdivision 19, Township 20, Range 1, located at 1061 Pointe-Indienne Rd.
- Lot 2 683196, located at 110, Bord-de-l'Eau Rd.
- lot 2 683166, located at 119, Bord-de-l'Eau Rd.

IT IS ALSO RESOLVED THAT the deeds of transfer and other necessary deeds be prepared by Me Lisa Gallinaro at the expense of the Municipality of Pontiac.

Carried

NOTICE OF MOTION

Notice of motion is given by **Leslie-Anne Barber**, Councillor of Ward **6** of the Municipality of Pontiac that there will be adoption at a subsequent meeting, of bylaw 02-18 revising and replacing bylaw 11-16 regarding the standards applicable to the members of the Pontiac Municipal Council – Code of Ethics and professional conduct on a municipal level.

TABLING OF BYLAW 02-18

BYLAW 02-18 REVISING AND REPLACING BYLAW 11-16 REGARDING THE STANDARDS APPLICABLE TO THE MEMBERS OF THE PONTIAC MUNICIPAL COUNCIL – CODE OF ETHICS AND PROFESSIONAL CONDUCT ON A MUNICIPAL LEVEL

WHEREAS in June 2016, the Quebec government adopted Bill 83 modifying several legislative provisions on a municipal level, concerning political financing (2016, Chapter 17) in particular;

WHEREAS the said Act provides that the code of ethics and professional conduct must prohibit any elected representative from announcing, during a political fundraising event, the implementation of a project, the conclusion of a contract or the awarding of a grant by the

Municipality, unless a final decision with respect to the project, contract or grant has already been taken by the competent authority of the Municipality;

WHEREAS a notice of motion of the present bylaw was given at the regular Municipal Council meeting held on February 13, 2018;

FOR THIS REASON, it is

Moved by:

Seconded by:

AND RESOLVED to revise and replace bylaw 11-16 with the following:

SECTION 1 – PREAMBLE

The preamble is an integral part of the present bylaw.

SECTION 2 – OBJECT – GENERAL PRINCIPLE

2.1 The object of the present bylaw is to set a code of ethics and professional conduct for the Council members of the Municipality of Pontiac, particularly by subscribing to values based on the integrity, the honour related to the duties of a member of a Municipal Council, caution in the pursuit of public interest, respect, loyalty, equity, honesty, objectivity, impartiality, and sound management in a perspective of public interest to govern the Municipality of Pontiac.

2.2 The members of the Municipal Council must hold office and organize their personal affairs so as to preserve and maintain public trust with integrity, objectivity and impartiality in the Municipality of Pontiac's decisions. Furthermore, the members of Municipal Council must act with integrity, objectivity and impartiality but must also preserve appearances and promote transparency by adopting a behaviour that will preserve and maintain public confidence with the integrity, objectivity and impartiality of the municipal corporation.

SECTION 3 – RANGE OF APPLICATION

Unless otherwise specified, the present bylaw applies to all Council members of the Municipality of Pontiac.

SECTION 4 – DEFINITIONS

For interpretation purposes of the present bylaw, unless the context specifies otherwise, the words and expressions mean the following, without limitation:

4.1 **Advantages :** Any gift, donation, favour, reward, service, commission, pay, retribution, indemnity, compensation, benefit, profit, advance, loan, discount or anything else of the same nature that is useful or profitable, or any promise of such advantages.

4.2 **Code of ethics:** In an extensive way, the code of ethics is first and foremost an educational tool, a group of rules of conduct, a code of honour, which could lead to the imposition of a sanction of the law, foreseen in sections 31 and 32, section III, of the *Act with respect to ethics and professional conduct on a municipal level*, and have consequences of a political nature for whomever does not comply to its precept.

4.3 **Committee:** A committee consisting of the Municipality of Pontiac's Municipal Council, as constituted by municipal bylaw and in virtue of section 82 of the Municipal Code.

4.4 **Council:** The Municipal Council of the Municipality of Pontiac.

4.5 **Professional conduct:** The Professional conduct concerns rules of conduct which are expected under the sense of duties and obligations that come with values and ethical principles.

It exerts authority to guide the conduct and aims at codifying that which is prohibited and what is permitted. Its application is often quasi-judicial and founded on judicial principles. Its principles are binding and enforceable.

- 4.6 **Employee** Any officer or salaried personnel working for the Municipality.
- 4.7 **Associated entity:** Society, company, cooperative, association or corporation which has a business relation, or other, with a Council member of the Municipality of Pontiac.
- 4.8 **Ethics:** The sense of ethics is a concept that attempts to guide a person in a choice of behaviour to be adopted in a given situation. It's a group of regulations which outlines the human conduct. Its application is founded on a subject's self-discipline.
- It is part of using one's judgement on the basis of values, standards and issues at hand in order to direct self-conduct and make well informed decisions in a given situation. For practical purposes, it refers to a group of values, rules and judgements which will direct an individual's and a group's behaviour.
- It should not be seen as a control system, but rather as the exercise which is responsible for the use of judgement and discretion in difficult situations.
- 4.9 **Honour associated with the duties of a member of the municipal Council:** Every member of the Municipal Council protects the honour associated to their duties, which presupposes the constant practical use of values: integrity, prudence, respect, loyalty and equity.
- 4.10 **Integrity:** The members of the Municipal Council shall promote honesty, strictness and justice.
- 4.11 **Personal interest:** Interest shown by the person concerned, be it a direct or indirect interest, financial or not, real, apparent or a potential interest. It is distinct, without necessarily being exclusive of that of the public in general, or may be perceived as such by a reasonably informed person. Excluded from this notion is the case where personal interest consists of payment, allocations, reimbursement of expenses, of fringe benefits, or other conditions related to the duties of the person concerned, within the Municipality or a municipal body.
- 4.12 **Interest of close relations :** Interest from the spouse of the person concerned, from his/her children, from people in his/her ascending line or interest from a public corporation, a company, a co-op or association with whom he/she has any business relations. It may be of direct or indirect interest, financial or not, real, apparent or a potential interest. It is distinct, without necessarily being exclusive of that of the public in general, or may be perceived as such by a reasonably informed person.
- 4.13 **Loyalty towards the Municipality:** The members of the Municipal Council shall seek the interest of the Municipality of Pontiac.
- 4.14 **Member:** A committee member, be it a Municipal Council member or not.
- 4.15 **Member of the immediate family:** The spouse, in the sense of the *Act respecting labour standards*, as well as people in his/her ascending line, brothers or sisters and their spouses or associated entity.

- 4.16 Member of Council:** The mayor and councillors forming the members of Council of the Municipality of Pontiac.
- 4.17 Municipality:** The Municipality of Pontiac.
- 4.18 Municipal Organization:**
1. An organization which the government declares as being an authorized or a municipal agent;
 2. An organization whose council consists in majority of council members of a municipality;
 3. An organization whose budget is adopted by the Municipality or whose funding is assured for more than half its worth by the Municipality;
 4. A council, a commission or a committee formed by the Municipality, which is in charge of examining and studying a question that is submitted to it by council ;
 5. A business, corporation, company or association in which a person is designated or recommended by the Municipality, in order to represent its interests.
- 4.19 Resource person:** Person appointed by the Municipal Council to participate in the activities of the Planning Advisory Committee, or other committees, but who is not a member and has no right to vote. The resource person is subjected to the same duties and obligations of a member, but may have a contract with the Municipality. The fact that a resource person is an employee of the Municipality or that he/she has a professional mandate as a consultant for the Municipality, is not reputed as being a conflict of interest. Holding an interest, in the sense of section 305 of the *Act respecting elections and referendums in municipalities* is not the intent of the present document.
- 4.20 Caution in pursuit of public interest :** The members of the Municipal Council assume their responsibilities in view of the public's interest, that is incumbent upon them to do. In accomplishing this mission, they shall act with professionalism as well as vigilance and discretion.
- 4.21 Searching for equity:** The members of the Municipal Council shall treat everyone with justice and, as to the extent possible, by interpreting the laws and regulations, in accordance with their ethics.
- 4.22 Respect towards other members, the employees of the Municipality and all citizens :** The members promote respect in the aspect of human relations. He/she has the right to this and acts with respect towards all people that they deal with, as part of their employment.

SECTION 5 – CONFLICT OF INTEREST

- 5.1 For the purpose of the present document, a conflict of interest exists when a personal interest may potentially, or apparently, prevent a member of Council to act objectively, in his/her executive capacity and in the sole interest of the Municipality of Pontiac.
- 5.2 The members of the Municipal Council must perform their duties in the interest of the public and take all necessary measures to value the public's interest. To that effect, and without limiting its range, he/she must pay particular attention to each file submitted to committees or others, so as to evaluate their merit, keeping in mind the advantages, inconveniences and impact on the community as a whole.
- 5.3 The members of the Municipal Council must faithfully assume their duties in compliance with the applicable legislations, including the current municipal bylaws.

He/she subscribes to and accepts the principles of a sound municipal administration and must fulfill his/her duties and responsibilities with integrity, dignity and impartiality.

- 5.4 The members of the Municipal Council must not place themselves in a situation where their personal interest or that of a member of their immediate family could influence them in their executive capacity.
- 5.5 The members of the Municipal Council must refrain from soliciting or possessing for themselves, for a close relative or a corporation in which he/she has a personal interest, a contract with the Municipality.
- 5.6 In order to prevent any real or potential situation of conflict of interest, none of the members of the Municipal Council may directly or indirectly participate in any invitation to tender and cannot have a direct or indirect interest in a contract with the Municipality or a municipal organization, with the exclusion of the exceptions foreseen in sections 305 of the *Act respecting elections and referendums in municipalities* (L.R.Q. c. E-2.2 and 269 of the Quebec municipal code L.R.Q. c. -27.1).
- 5.7 None of the members of the Municipal Council may solicit, accept, or receive, any payment, profit or advantage whatsoever, other than those provided for by Law, in exchange for taking a position on a bylaw, a resolution or any question submitted or that shall be submitted to the Municipal Council or to any of their committees.
- 5.8 Any member of Council, upon their election or during their mandate or employment, who is placed in a situation where there is a conflict of interest, following the implementation of a law, a marriage, common-law marriage or the acceptance of a donation or legacy, must put an end to the situation as soon as possible following the election or the occurrence of an event that generates the conflict of interest.
- 5.9 The members of Council must make it publicly known on their annual declaration of financial interests, the facts and situations that are directly or indirectly susceptible to create a conflict with the public's interest or their duties and personal interests or that of their immediate family, in a way that the citizens may establish that he/she is acting within their duties with integrity, impartiality and objectivity or, where appropriate, to observe that he/she is derogating to the correct way of acting by keeping the said declaration to date, as soon as he/she is aware of any fact or situation of this nature, by submitting an amended declaration to the Secretary-treasurer or Director General.

5.10 Communication

- (i) The members of Council will transmit the Council's decisions with precision and in an adequate fashion even if he/she is in disagreement with a majority decision.
- (ii) The members must respect the Council's decision-making process.
- (iii) The members must lead and transmit Council's business in an open and public fashion so that interveners may understand the process, logic and justification used to draw conclusions and make decisions.
- (iv) The Municipal Council will regularly take advantage of official or unofficial occasions to obtain the tax payers' ideas as part of the decision-making process regarding questions that have major repercussions on the community.
- (v) The members of Council will show respect during discussions concerning their peers, the personnel, the Municipality and all of the Council's decisions.
- (vi) The members of Council will refrain from giving comments that could denigrate their peers or the personnel's professional competence or credibility.

SECTION 6 – GIFTS – DONATIONS

- 6.1 The members of the Municipal Council must refuse all gifts, offers of hospitality or other advantages, whatever its value may be, that would risk having an influence on their judgement or their duties, or that may give rise to the perception of such risk.
- 6.2 Notwithstanding section 6.1, a member of the Municipal Council may receive certain advantages when these advantages:

- a) are in compliance with the rules of courtesy, of protocol, hospitality or usage;
 - b) are not from an anonymous source;
 - c) do not represent a sum of money, an action, an obligation, a commercial paper or any financial title;
 - d) are not of a nature that would leave any doubt on their integrity, their independence, or their impartiality, that of the Municipality or a municipal organization.
- 6.3 Any donation, act of hospitality or any other advantage received by a member of the Municipal Council which is not purely of a private nature or aimed at what is applicable to section 6.1, if its value is greater than \$200, must be the object of a written declaration by said Council member, and submitted to the Secretary-treasurer and Director General of the Municipality of Pontiac within 30 days of its reception. This declaration must include an adequate description of the donation, of the act of hospitality or the advantage received, and specifies the name of the donor as well as the date and the circumstances of its reception. The Secretary-treasurer and Director General keeps a public register of these declarations.
- 6.4 The present rule does not apply:
- a) When the act of hospitality or the advantage comes from a government or a municipality, from a government or municipal agency or any of their official representatives ;
 - b) If the member of the Municipal Council hands over the said advantage that was received, to the Municipality ;
 - c) If it consists of a meal enjoyed in the presence of the person who has offered it and is less than \$200.
- 6.5 When a member of the Municipal Council directly or indirectly receives an act of hospitality or another advantage as part of a training activity or professional development, in accordance with section 6.2, he/she must inform the Director General. The declaration of the member of the Municipal Council must be the object of a description by the Director General specifying the circumstances. The present section does not apply to an act of hospitality or any other advantage when the member of the Municipal Council has received them in his/her executive capacity, on behalf of a representative or a government agency, or a professional association to which he/she is a member of.
- 6.6 Each donor receives a copy of the present bylaw regarding ethics, so that he/she knows that the gift or donation cannot be accepted. Professionals and businesses who do business with the Municipality will receive a copy of the present bylaw.

SECTION 7 – DUTY OF DISCRETION

- 7.1 The members of the Municipal Council may not use information which he/she receives in their executive capacity and which is not generally passed on to the public, to their personal advantage or benefit.
- 7.2 The members of the Municipal Council may not transmit to a third party, information which he/she receives in their executive capacity and which is not generally passed on to the public.
- 7.3 The members of the Municipal Council may not transmit to a third party, information which is nominative in the sense of the *Act with respect to access to documents held by public organizations and on the protection of personal information*. The Director General is the person responsible, designated in virtue of the said Act and exclusively possesses the delegated authority to decide on the nominative nature of the information.
- 7.4 The members of the Municipal Council, with the exception of the Mayor, may not transmit information that is not nominative and is not generally passed on to or known by the public, without the Municipal Council's authorization.
- 7.5 In order to protect the secret with respect to information of a confidential nature, the members of Council must:

- a) refrain from using such information at the Municipality's prejudice or in view of directly or indirectly obtaining an advantage for him/herself or for others;
- b) take the necessary measures to ensure that his/her colleagues and entourage do not use or relay such information that has come to their knowledge in their executive capacity.

SECTION 8 – USE OF MUNICIPAL RESOURCES – THE NAME – THE TRADEMARK – COAT OF ARMS OR LOGO

- 8.1 The members of the Municipal Council must refrain from using or allowing the use of municipal resources, goods or services for other purposes than those intended, or those of municipal organizations, or to use the authority in their executive capacity for their personal interest or that of a member of their immediate family.
- 8.2 Despite section 8.1, a taxpayer may use certain Municipality's goods or services for personal purposes, if it is a service that is offered on a general basis by the Municipality or a municipal organization.
- 8.3 The members of the Municipal Council must refrain from using the Municipality's name or logo when concluding contracts and agreements in a personal capacity with a third party, so that the other party is not led to believe that the contract or agreement was concluded with the Municipality or that the Municipality becomes surety for them or is implicated in any way whatsoever.
- 8.4 The members of the Municipal Council must refrain from using municipal letterhead for their personal activities.
- 8.5 The members of the Municipal Council, who have or acquire interests in a company or business, must avoid using their position at the Municipality for publicity purposes or promotional support to the business in question.

SECTION 9 – BUSINESS WITH THE MUNICIPALITY

The members of the Municipal Council must refrain from directly or indirectly having an interest in a contract with the Municipality or a municipal organization, subject to the exceptions provided by the Law.

SECTION 10 – RESPECT FOR THE DECISION-MAKING PROCESS – EMPLOYEE RELATIONS – HIRING PROCESS

- 10.1 The members of the Municipal Council must respect the legislative and administrative regulations governing the Municipality's and municipal organizations' decision-making process.
- 10.2 The members of the Municipal Council must maintain respectful relations with other members of the municipal Council, with the municipal employees and the citizens of the Municipality of Pontiac.
- 10.3 The members of the Municipal Council must refrain from participating or influencing anyone when hiring, supervising, promoting or evaluating an employee's performance when the employee is a member of his/her immediate family or a person to which he/she legally or personally is indebted to.
- 10.4 The members of the Municipal Council must disclose all family ties or social affiliation via a candidate's possessions that may affect his /her credibility and must withdraw from any selection committee.

SECTION 11 –ANNOUNCEMENT DURING FUNDRAISING EVENTS

It is prohibited to any Council member to announce, during a political fundraising event, the implementation of a project, the conclusion of a contract or the award of a grant by the Municipality, unless a final decision with respect to the project, contract or grant has already been taken by the competent authority of the Municipality.

SECTION 12 – PARTICIPATION IN TRAINING SESSIONS – DECLARATION OF OATH OF THE ELECTED REPRESENTATIVE

- 12.1 The members of the Municipal Council shall participate, within four (4) months of assuming his/her duties, to a training session on ethics and professional conduct that is specially created for the municipal sector and to additional training sessions offered periodically for the duration of the mandate.
- 12.2 The members of the Municipal Council must take the oath, according the *Act respecting elections and referendums in municipalities*, in keeping with the rules of the Code of ethics and professional conduct.

SECTION 13 – PROCESS OF APPLICATION AND CONTROL – SANCTIONS

- 13.1 Any person who has reasonable motive to believe that a member of the Municipal Council has committed a violation of a rule provided for in the code of ethics and professional conduct, which is applicable to him/her, may contact the Ministry of Municipal Affairs within three years following the end of this member's mandate, in accordance with sections 20 to 30 of the *Act respecting ethics and professional conduct* on a municipal level.
- 13.2 In order for any complaint with respect to the present bylaw to be complete, it must be written, witnessed on oath, justifiable and accompanied by any supporting document, if necessary.
- 13.3 According to sections 7 and 31 of the *Act respecting ethics and professional conduct* on a municipal level: A breach of the *Code of ethics and professional conduct* by a member of Council of the Municipality of Pontiac may lead to the imposition of the following sanctions:
1. A reprimand.
 2. Handing over to the Municipality, within 30 days of the Quebec Municipal Commission's decision :
 - a. The donation received as a hospitality or advantage, or their value ;
 - b. Any profit made in breach of a rule, stated in the municipal Code.
 3. The reimbursement of any payment, allocation or other sums received as a member of the Municipal Council, of a committee or a commission of the Municipality or an organization, for the period during which there was breach of a rule, provided for in the municipal Code.
 4. The suspension of the member of Council for no more than 90 days, which cannot have effect beyond the day when his/her term expires.
- 13.4 When a member of the Municipal Council is suspended, he/she may not attend any council meeting, committee or Municipal commission or, in his/her capacity as member of the Municipality of Pontiac Council, or another organization, and may not receive neither payment, allocation or any other sum from the Municipality or a such organization.

SECTION 14 – POST-MANDATE

- 14.1 The members of the Municipal Council who ceased to perform his/her duties must behave in such a way as to avoid gaining undue advantage from his/her former position.
- 14.2 The members of the Municipal Council shall refrain from disclosing confidential information that is not available to the public, or from using it to their own advantage or that of a third party, which was obtained as part of their duties.
- 14.3 The members of the Municipal Council shall refrain, within the twelve (12) months following the end of their mandate, to occupy an administrative or executive position for a corporation, an employment or any other function that could make them or anyone take an undue advantage from their previous functions as Municipal Council member.

SECTION 15 – REVISION OF THE RULES ENACTED – CODE OF ETHICS AND PROFESSIONAL CONDUCT

The members of the Municipal Council agree to revise and adopt, at the beginning of each new four (4) year mandate, the rules governing the code of ethics and professional conduct in order to reiterate their commitment regarding the respect and promotion of the rules therein and that it reflects the evolution of local concerns as well as the elected representatives' directions and priorities.

SECTION 16 – DECLARATORY PROVISIONS

The masculine and the singular are used in the present bylaw without discrimination in order to reduce the size of the document, and include the feminine and the plural.

SECTION 17 – COMING INTO EFFECT

The present bylaw will come into effect after the accomplishment of formalities enacted by Law.

18-02-3337

MANDATE TO RPGL - NEGOTIATION FOR THE COLLECTIVE AGREEMENT WITH THE MUNICIPALITY OF PONTIAC FIREFIGHTERS' UNION

WHEREAS the CSN accreditation Unit – Municipality of Pontiac Firefighters' Union, has been recognized;

WHEREAS the request made by the union to start the negotiation of a first collective agreement;

It is

Moved by : Susan McKay
Seconded by : Scott McDonald

AND RESOLVED to mandate RPGL lawyers for the negotiation of a first collective agreement with the Municipality of Pontiac firefighters' union.

Carried

18-02-3338

PURCHASE OF A FIRE TRUCK

WHEREAS the needs that were identified in the Fire Safety Cover Plan of the MRC des Collines-de-l'Outaouais;

WHEREAS the Municipality has been renting the 1999 Freightliner fire truck since October 2016 in order to comply with its obligations related with the Fire Safety Cover Plan;

WHEREAS this lease included an option to purchase;

WHEREAS the Director of the Fire Department recommends purchasing the said vehicle;

WHEREAS the purchase option represents an advantageous solution for meeting, in a sustainable manner, the obligations under the Fire Safety Cover Plan;

It is

Moved by : Scott McDonald
Seconded by : Susan McKay

AND RESOLVED THAT Municipal Council authorizes a maximum expenditure of \$25, 000.00 (net cost) for the purchase of the 1999 Freightliner.

IT IS ALSO RESOLVED to authorize the Director of the Fire Department to present a purchase offer to Battleshield Industries Limited to that effect.

FINALLY, IT IS RESOLVED THAT this expenditure be allocated to the working capital (budgetary item 59-151-00-000), repayable over 5 years, beginning in 2019.

Carried

18-02-3339

APPROVAL OF ADDITIONAL COSTS FOR PROFESSIONAL SERVICES MANDATE – WORK MONITORING PORTION FOR THE REHABILITATION OF MONTAGNE ROAD - PHASE 2

WHEREAS the Municipality has granted, with resolution 16-11-2979, a professional service mandate for the production of plans, estimate and monitoring to the firm CIMA+ for the rehabilitation of Montagne Road – phase 2;

WHEREAS the monitoring portion provided in the call for tenders was for eight (8) weeks, but the work took 2 additional weeks because of the terrain condition, that is three time the anticipated quantity of rock, justifying going past the deadline ;

WHEREAS monitoring of the work is therefore justified;

WHEREAS there will be additional costs to the contract in order to carry out this project;

WHEREAS the favourable recommendation of the Director of Infrastructures and Public Works;

It is

Moved by : Leslie-Anne Barber

Seconded by : Scott McDonald

AND RESOLVED THAT this Council approves the additional costs for a maximum of \$7, 500.00, for monitoring the work for an additional two weeks to the original mandate.

IT IS ALSO RESOLVED THAT this expenditure be allocated to the borrowing bylaw no. 03-16.

Carried

18-02-3340

CREATION OF A POSITION – CIVIL ENGINEERING TECHNICIAN

WHEREAS the need to better supervise external suppliers and to better support the Director of Infrastructures and Public Works;

It is

Moved by : Susan McKay

Seconded by : Leslie-Anne Barber

AND RESOLVED to create a managerial position for a civil engineering technician who will work with the Director of Infrastructures and Public Works.

IT IS ALSO RESOLVED to mandate the Director General and the Director of Infrastructures and Public Works to post the position for a civil engineering technician according to the job description presented to the Council.

FINALLY, IT IS RESOLVED to include the position in the municipal staff organizational chart.

Carried

18-02-3341

EMPLOYEE # 05-0076 - AMENDMENT TO RESOLUTION 17-07-3174

WHEREAS the grievance # B05661;

WHEREAS the recommendation of the Director General;

It is

Moved by: Isabelle Patry
Seconded by: Leslie-Anne Barber

AND RESOLVED to amend resolution 17-07-3174 so that the suspension of employee # 05-0076 is for a duration of 3 consecutive working days.

Carried on a divided vote

Councillor, Mrs. Nancy Draper-Maxsom votes against the resolution.

18-02-3342

ADOPTION OF AN ACTUAL ACTION PLAN ENABLING THE VALORIZATION OF PUTRESCIBLE ORGANIC MATTER

WHEREAS the *Quebec Residual Materials Management Policy* provides for the banishment OF putrescible organic matter from landfills in 2020;

WHEREAS the *Government of Quebec's Program on the redistribution to municipalities of royalties for the elimination of residual materials* provides for an additional royalty as of 2017, for the municipalities promoting the recycling of organic material;

WHEREAS the *Systematic and mandatory program of domestic and community composting* project adopted by the Municipal Council in July 2017 does not allow us to reach the targets set by the *Quebec Residual Materials Management Policy* and the *Government of Quebec's Program on the redistribution to municipalities of royalties for the elimination of residual materials*;

WHEREAS about 360 municipalities everywhere in Quebec have opted for an organic waste collection service;

WHEREAS each ton of organic waste diverted from landfills allows the Municipality to save \$114.00 ;

It is

Moved by : Leslie-Anne Barber
Seconded by : Susan McKay

AND RESOLVED THAT Municipal Council abrogates resolution 17-07-3176 which notably provided for the distribution of domestic composters.

IT IS ALSO RESOLVED THAT Municipal Council notifies the MRC des Collines-de-l'Outaouais of its intention to implement a door-to-door collection no later than June 1st, 2019.

IT IS ALSO RESOLVED THAT Municipal Council mandates the Director of Infrastructures and Public Works to start the tendering process for the purchase of composting bins and for a collection service.

FINALLY, IT IS RESOLVED THAT the Director General be mandated to review the municipal regulations in order to maximize the valorization of putrescible organic matter while minimizing the costs for the ratepayers.

Carried on a divided vote

Councillor Mrs. Nancy Draper-Maxsom votes against the resolution.

18-02-3343

CREATION OF A POSITION - OPERATOR OF THE POTABLE AND WASTE WATER TREATMENT SYSTEM AND DAY LABOURER

WHEREAS the maintenance and operation of the potable and waste water treatment system calls for constant monitoring;

It is

Moved by : Susan McKay

Seconded by : Isabelle Patry

AND RESOLVED to create a permanent unionized position for an operator of the potable and waste water treatment system and day labourer who will work under the authority of the Head of Division of Public Works and of the Director of Infrastructures and Public Works.

IT IS ALSO RESOLVED to mandate the Director General and the Director of Infrastructures and Public Works to post the position according to the job description presented to the Council.

FINALLY, IT IS RESOLVED to include the position in the municipal staff organizational chart.

Carried

18-02-3344

APPLICATION TO THE CPTAQ FOR AUTHORIZATION TO ALIENATE AND USE PART OF LOT 5 046 915, LOCATED AT 1486 ROUTE 148, FOR OTHER THAN AGRICULTURAL PURPOSES

WHEREAS the submitted application is part of a citizen's approach to the CPTAQ for authorization to alienate and use part of lot 5 046 915, located in the agricultural zone decreed in the Quebec's Act Respecting the Preservation of Agricultural Land and Agricultural Activities (L.R.Q, c. P-41.1), for non-agricultural purposes;

WHEREAS the submitted application is for the alienation and the subdivision of part of lot 5 046 915 for residential purposes which does not benefit from acquired rights and represents an approximate surface area of 1, 658 square metres as shown on annex 1 of these minutes;

WHEREAS according to section 58.2 of the Act Respecting the Preservation of Agricultural Land and Agricultural Activities, the present notice which is transmitted by the Municipality to the CPTAQ is motivated while taking into account the criteria provided under section 62 of the ARPALAA;

WHEREAS according to the soil classification of Canada's land inventory, the soil of the lot in question and 60% of neighbouring lots are of class 2 with a cumulative effect of several minor disadvantages and 40% are of class 1;

WHEREAS the authorization that may be granted does not have any consequences on the potential for the neighbouring lots to be used for agricultural purposes;

WHEREAS the possibility to use the alienated part for agricultural purposes is limited because of its limited surface area of approximately 1, 658 square metres;

WHEREAS the application for authorization is not incompatible with agricultural operations in this area and does not create any constraints related to the enforcement of laws and bylaws aimed at reducing the inconveniences associated with odors inherent to agricultural activities, because the area is little exploited and that there is already a high housing density;

WHEREAS the application for authorization is not incompatible with agricultural operations in this area and does not create any constraints related to the enforcement of laws and bylaws in terms of the environment and more specifically for animal production establishments, and that the closest active agricultural buildings seem to be at a distance of more than 500 metres;

WHEREAS appropriate spaces are available outside of the agricultural zone for residential purposes;

WHEREAS the authorizations requested will affect in no way whatsoever the homogeneity of the community and the potential for agricultural operations on the land in question is notably absent;

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

WHEREAS before or after the alienation/subdivision operation, the surface areas are insufficient for agriculture;

WHEREAS pursuant to a refusal from the CPTAQ, the applicant's situation would not be regularized;

It is

Moved by : Isabelle Patry
Seconded by : Susan McKay

AND RESOLVED THAT Council supports the citizen's application to the CPTAQ in order to receive the authorization to alienate and to use part of lot 5 046 915 located at 1486 Route 148 for non-agricultural purposes.

Carried

18-02-3345

APPLICATION TO THE CPTAQ FOR AUTHORIZATION TO USE PART OF LOT 5 119 119, LOCATED AT 155 TERRY-FOX ROAD, FOR OTHER THAN AGRICULTURAL PURPOSES

WHEREAS the submitted application is part of a citizen's approach to the CPTAQ for authorization to use part of lot 5 119 119, located in the agricultural zone decreed in the Quebec's Act Respecting the Preservation of Agricultural Land and Agricultural Activities (L.R.Q, c. P-41.1), for non-agricultural purposes, that is for residential use;

WHEREAS the submitted application is for an authorization for usage other than agricultural purposes, that is residential purposes, and this, in order to request the regularization of the existing residence on lot 5 119 119 which is situated outside the area benefiting from acquired rights and represents an approximate surface area of 2, 265 square metres as shown on annex 2 of these minutes;

WHEREAS according to section 58.2 of the Act Respecting the Preservation of Agricultural Land and Agricultural Activities, the present notice transmitted by the Municipality to the CPTAQ is motivated while taking into account the criteria provided under section 62 of the ARPALAA;

WHEREAS according to the soil classification of Canada's land inventory, the soil of the lot in question and of 60% neighbouring lots are of class 2 with a cumulative effect of several minor disadvantages, and 40% are of class 1;

WHEREAS the authorization that may be granted does not have any consequence on the potential for the neighbouring lots to be used for agricultural purposes;

WHEREAS the possibility to use the alienated part for agricultural purposes is limited because of its limited surface area of approximately 2, 265 square metre and the presence of an existing detached single-family residence;

WHEREAS the application for authorization is not incompatible with agriculture in this area and does not create any constraints related to the enforcement of laws and bylaws aimed at reducing the inconveniences associated with the odors inherent to agricultural activities, because the area is little exploited and that there is already a high housing density;

WHEREAS the application for authorization is not incompatible with agriculture in this area and does not create any constraints related to the enforcement of laws and bylaws in terms of the environment and more specifically for animal production establishments, and that the closest active agricultural buildings seem to be at a distance of more than 500 metres;

WHEREAS appropriate spaces are available outside of the agricultural zone for residential purposes;

WHEREAS this lot is located in a residential area with existing dwellings before the entry into effect of the ARPALAA and of others that were the object of applications for authorization (files #234484, #234933 and #246087);

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

WHEREAS pursuant to a refusal from the CPTAQ, the applicant's situation, that is to regularize the presence of an existing detached single-family dwelling, would not be regularized;

It is

Moved by : Scott McDonald
Seconded by : Isabelle Patry

AND RESOLVED THAT Council supports the citizen's application to the CPTAQ in order to receive the authorization to use part of lot 5 119 119 for other than agricultural purposes in order to regularize the existence of a detached single-family residence.

Carried

18-02-3346

APPLICATION TO THE CPTAQ FOR AUTHORIZATION TO USE PART OF LOT 5 119 119 AND LOT 5 119 120, LOCATED AT 155 TERRY-FOX ROAD, FOR OTHER THAN AGRICULTURAL PURPOSES

WHEREAS the submitted application is part of a citizen's approach to the CPTAQ for the authorization to use part of lot 5 119 119 and lot 5 119 120, located in the agricultural zone decreed in the Quebec's Act Respecting the Preservation of Agricultural Land and Agricultural Activities (L.R.Q, c. P-41.1), for accessory purposes to an existing business;

WHEREAS the submitted application is for non-agricultural purposes, that is accessory to a business on part of lot 5 119 119 and on lot 5 119 120, of an approximate surface area of 770 square metres as shown on annex 3 of these minutes herein;

WHEREAS according to section 58.2 of the Act Respecting the Preservation of Agricultural Land and Agricultural Activities, the present notice which is transmitted by the Municipality to the CPTAQ is motivated while taking into account the criteria provided under section 62 of the ARPALAA;

WHEREAS according to the soil classification of Canada's land inventory, the soil of the lot in question and 60% of neighbouring lots are of class 2 with a cumulative effect of several minor disadvantages, and 40% of class 1;

WHEREAS the authorization that may be granted does not have any consequence on the potential for the neighbouring lots to be used for agricultural purposes;

WHEREAS the possibility to use the lots for agricultural purposes is limited because of the presence of an automobile mechanics business accessory to an existing business with acquired right, and of a surface area of approximately 770 square metres;

WHEREAS the application for authorization is not incompatible with agricultural operations in this area and does not create any constraints related to the enforcement of laws and bylaw aimed at reducing the inconveniences associated with odors inherent to agricultural activities, because the area is little exploited and that there is already a high housing density;

WHEREAS the application for authorization is not incompatible with agriculture in this area and does not create any constraints related to the enforcement of laws and bylaws in terms of the environment and more specifically for animal production establishments, and that the closest active agricultural buildings seem to be at a distance of more than 500 metres;

WHEREAS appropriate spaces are available outside of the agricultural zone for residential purposes;

WHEREAS the commercial use existed prior to the entry into effect of the ARPALAA and that the purpose of the application is for a usage that is accessory to the existing business;

WHEREAS the usage is under acquired rights, under the Municipality of Pontiac's zoning bylaw;

WHEREAS pursuant to a refusal from the CPTAQ, the applicant's situation, that is the use of part of lot 5 119 119 and lot 5 119 120 as accessory to a business, would not be regularized;

It is

Moved by : Scott McDonald
Seconded by : Isabelle Patry

AND RESOLVED THAT Council supports the citizen's application to the CPTAQ in order to receive the authorization to use part of lot 5 119 119 and lot 5 119 120 for other than agricultural purposes in order to regularize the accessory use of these lots for an automobile mechanics business with acquired rights.

Carried

18-02-3347

APPLICATION TO THE CPTAQ FOR AUTHORIZATION TO ALIENATE THE FOLLOWING LOTS : 2 683 403, 2 683 400, 2 871 036, 2 755 679, 2 683 434, 2 872 202, 2 683 430 AND 2 683 432, LOCATED ON PÈRES-DOMINICAINS ROAD

WHEREAS the submitted application is part of a citizen's approach to the CPTAQ for authorization to alienate/subdivide lots 2 683 403, 2 683 400, 2 871 036, 2 755 679, 2 683 434, 2 872 202, 2 683 430 and 2 683 432 located in the agricultural zone decreed in the Quebec's Act Respecting the Preservation of Agricultural Land and Agricultural Activities (L.R.Q, c. P-41.1)

WHEREAS according to section 58.2 of the Act Respecting the Preservation of Agricultural Land and Agricultural Activities, the present notice transmitted by the Municipality to the CPTAQ is motivated while taking into account the criteria provided under section 62 of the ARPALAA;

WHEREAS the authorization that is sought will not affect the possibility of using these lots as well as neighbouring lots for agricultural purposes, seeing as the land use capability of the lots remains unchanged;

WHEREAS the authorization that is sought is not incompatible with agriculture since the agricultural activities will be maintained;

WHEREAS the application for authorization is not incompatible with agriculture in this area and does not create any constraints related to the enforcement of laws and bylaws aimed at reducing the inconveniences associated with odors inherent to agricultural activities;

WHEREAS the application for authorization is not incompatible with agriculture in this area and does not create any constraints related to the enforcement of laws and bylaws in terms of the environment and more specifically for animal production establishments, and that the closest active agricultural buildings seem to be at a distance of more than 500 metres;

WHEREAS section 61.1 does not apply to the present application;

WHEREAS the homogeneity of the community will not be modified, affected, or unstructured since no application for non-agricultural use has been made;

WHEREAS the authorization that is sought will not affect water and soil resources, since these will be respected according to municipal regulations;

WHEREAS the application for authorization will not destabilize in any way, on a short or long-term basis, the agricultural operations in this area, and the two new properties will have sufficient surface area for agricultural operations (over 100 hectares);

WHEREAS the application for authorization does not contravene any municipal bylaw;

It is

Moved by : Susan McKay
Seconded by : Isabelle Patry

AND RESOLVED THAT this Council supports the citizen's application to the CPTAQ in order to receive the authorization for the alienation of lots 2 683 403, 2 683 400, 2 871 036, 2 755 679, 2 683 434, 2 872 202, 2 683 430 and 2 683 432, located on Pères-Dominicains Road.

Carried

18-02-3348

**2017-2018 FINANCIAL ASSISTANCE AGREEMENT - SUPPORT PROGRAM FOR
CHILDCARE PROJECTS DURING THE SCHOOL BREAK AND SUMMER OF 2018
(MINISTRY OF FAMILY)**

WHEREAS the Ministry of Family (Ministry) has developed and implemented the support program for childcare projects during school break and the summer of 2018 (Program) aiming at supporting new projects, enhancing or increasing the existing childcare offer for school-aged children, during school break and the summer of 2018;

WHEREAS the Municipality of Pontiac has submitted in 2017 an eligible application for financial support in order to carry out a project to enhance the existing childcare offer for school-aged children, during the summer of 2018;

WHEREAS the Municipality of Pontiac still wishes to participate in the Program and that the Ministry is offering a financial assistance at a maximum of \$15,000.00;

It is

Moved by: Leslie-Anne Barber
Seconded by: Scott McDonald

AND RESOLVED to authorize Mr. Benedikt Kuhn, Director General, to sign, in the name of the Municipality of Pontiac, the 2017-2018 financial assistance agreement as part of the *Support Program for childcare projects during school break and summer of 2018 (Ministry of family)*.

Carried

18-02-3349

IMPLEMENTATION OF THE 2018 SUMMER CAMP PROGRAM

WHEREAS the Municipality of Pontiac, through its Municipal Family Policy, recognizes the importance of working for the development of families and is committed to act in favor of families;

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

WHEREAS the Recreational and community life coordinator will ensure the management of the summer day camp program in 2018;

WHEREAS the Recreational and community life coordinator must implement as of now, the planning and achievement stages for the 2018 day camp;

It is

Moved by : Leslie-Anne Barber
Seconded by : Isabelle Patry

AND RESOLVED THAT the Municipal Council authorizes the Recreational and community life coordinator to make full use of the budgeted amount of \$10,000.00 (budgetary item 02 70100 447) to start the 2018 day camp program.

IT IS ALSO RESOLVED THAT the Municipal Council authorizes the Recreational and community life coordinator to post the job offers and start the recruitment process for the positions to be filled, that is:

- Camp coordinator – hourly rate \$17.00 to \$20.00 based on experience (480-hour contract maximum);
- Camp leader- hourly rate \$14.00 (360-hour contract maximum)
- Camp animator (3 positions to be filled) - hourly rate \$13.50 (360-hour contract maximum)
- Accompanying person for disabled children (1 position, if needed) - hourly rate \$13.50 (280-hour contract maximum).

IT IS ALSO RESOLVED THAT the Municipal Council authorizes the Recreational and community life coordinator to set the registration fee at the day camp at \$125.00 per child, per week.

FINALLY, IT IS RESOLVED THAT this expenditure, estimated at \$10,000.00, taxes included, be affected to budget item 0270100447.

Carried

18-02-3350

APPLICATION AS PART OF THE FUND FOR THE DEVELOPMENT OF SPORT AND PHYSICAL ACTIVITY– REHABILITATION AND UPGRADE PROJECT FOR THE LUSKVILLE RECREATIONAL PARK

WHEREAS the Municipality of Pontiac, though its Municipal Family Policy and its *Municipalité Amie des Aînés* (MADA) Policy, recognizes the importance of working for the development of its citizens of all ages and is committed to take action in favor of the well-being of its community;

WHEREAS there is an urgent need for the rehabilitation of the Luskville recreational Park and to maximize its potential for it to become a true multifunctional, multigenerational park, that is safe and meets standards;

WHEREAS the public consultations that were held in 2016 regarding the rehabilitation and development of the Luskville recreational Park, helped target the citizens' needs and the priority work to be done ;

WHEREAS the Fund for the development of sport and physical activity - Phase IV (Ministry of Education and Higher Education), makes a subsidy available to support this type of project - by providing up to 50% of the eligible costs of the work;

It is

Moved by : Leslie-Anne Barber

Seconded by : Susan McKay

AND RESOLVED THAT the Municipal Council authorizes the Recreational and community life coordinator to present the *Rehabilitation and upgrade project for the Luskville recreational Park - Phase IV* to the *Fund for the development of sport and physical activity–* (Ministry of Education and Higher Education) and that the Municipal Council confirms its commitment to pay its share of the eligible costs and the operational and continuing maintenance costs of the project.

Carried

18-02-3351

APPLICATION AS PART OF THE FUND FOR THE DEVELOPMENT OF SPORT AND PHYSICAL ACTIVITY– REHABILITATION AND UPGRADE PROJECT FOR THE QUYON RECREATIONAL PARK

WHEREAS the Municipality of Pontiac, though its Municipal Family Policy and its *Municipalité Amie des Aînés* (MADA) Policy, recognizes the importance of working for the development of its citizens of all ages and is committed to take action in favor of the well-being of its community;

WHEREAS there is an urgent need for the rehabilitation of the Quyon recreational Park and to maximize its potential for it to become a true multifunctional, multigenerational park, that is safe and meets standards;

WHEREAS the Fund for the development of sport and physical activity - Phase IV (Ministry of Education and Higher Education), makes a subsidy available to support this type of project - by providing up to 50% of the eligible costs of the work;

It is

Moved by : Susan McKay

Seconded by : Isabelle Patry

AND RESOLVED THAT the Municipal Council authorizes the Recreational and community life coordinator to present the *Rehabilitation and upgrade project for the Quyon recreational Park - Phase IV* to the *Fund for the development of sport and physical activity*–(Ministry of Education and Higher Education) and that the Municipal Council confirms its commitment to pay its share of the eligible costs and the operational and continuing maintenance costs of the project.

Carried

18-02-3352

GEOTECHNICAL STUDY, LUSKVILLE RECREATIONAL PARK

WHEREAS the advanced state of obsolescence of the lights and posts around the ball field at the Luskville recreational park;

WHEREAS the necessity to assess the soil retention capacity before doing any repairs or installing new posts;

WHEREAS the potential for carrying out a project for repairs and rehabilitation to the ball field at the Luskville recreational park, with the support of private and provincial subsidy programs, which require a geotechnical survey beforehand;

It is

Moved by : Scott McDonald
Seconded by : Leslie-Anne Barber

AND RESOLVED THAT the Municipal Council authorizes the Recreational and community life coordinator to start the necessary procedures to obtain a geotechnical report for the Luskville recreational park.

IT IS ALSO RESOLVED THAT the Municipal Council authorizes the expenditure of \$ 8,000.00 (taxes not included) to carry out this geotechnical study, from the parks and playground fund (59-152-00000).

Carried

18-02-3353

TERMINATION OF THE ICE RINK MAINTENANCE CONTRACT – QUYON RECREATIONAL PARK

WHEREAS the non-compliance with terms 1.2, 1.3, 1.4, 1.6, 1.9 and 3.1, in the contract for the ice rink maintenance operations at Quyon recreational Park, by the contractor David Scully and this, as of February 1st, 2018 ;

WHEREAS the rights reserved by the Municipality of Pontiac, under section 6.1, to terminate the said contract at any time, in the event of the partial or total non-compliance of each of the terms stipulated in the contract;

WHEREAS the contractor has been notified on February 7, 2018 of the consequences of non-compliance with the terms mentioned above;

It is

Moved by : Susan McKay
Seconded by : Leslie-Anne Barber

AND RESOLVED to terminate the contract with Mr. David Scully for the ice rink maintenance operations at the Quyon recreational Park, as of February 1st, 2018.

Carried

PUBLIC QUESTION PERIOD

- | | |
|----------------|--|
| Régent Genesse | - Asks Council the reason for changing its position on composting. |
| Denis Dubé | - Asks how we can proceed with only one bank loan to refinance two borrowing bylaws. |

- Asks if the modification regarding the refinancing maturity of the borrowing bylaw for the water plant will have a negative impact on the tax bill of Quyon ratepayers.
- Asks for clarifications regarding the reduction of a disciplinary measure imposed on an employee.

Robert Allard

- Asks if the door-to-door collection of compostable materials will have a significant impact on the tax bills.

Ricky Knox

- Asks how does the recognition of acquired rights work?
- The contract being cancelled, asks who will take over the maintenance of the ice rink in Quyon and if it will be possible to block payments to the contractor.

Denis Dubé

- Asks if consultations were hold before investing in the Quyon Park.
- Asks why the geotechnical studies at the Luskville Park will be managed by the recreation department.

Stéphane Alary

- Asks if work to replace the culvert on Alary Road will start soon.

18-02-3354

CLOSING OF THE MEETING

It is

Moved by: Leslie-Anne Barber
Seconded by: Susan McKay

AND RESOLVED to close the meeting at 9:39 p.m. having gone through the agenda.

Carried

MAYOR

DIRECTOR GENERAL

« I, Mayor Joanne Labadie, 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».