

**PROVINCE OF QUEBEC  
MUNICIPALITY OF PONTIAC**

MINUTES of the regular Municipal Council meeting held on Tuesday, December 11, 2018 at 7:30 p.m. at the Luskville Community Centre, located at 2024 route 148, Pontiac. Those who were present:

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

Also present: Mr. Benedikt Kuhn, Director General, as well as a few ratepayers.

Mrs. Joanne Labadie, President of the meeting, 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**

- Sheila McCrindle - Cost of the door-to-door compost collection.
- William Twolan - Complaint concerning a septic system.
- Andrea Goffard - Council's expectations concerning the PDZA (Agricultural zone development plan).
- Carl Hager - Derelict building – Actions taken by the Municipality.
- Joan Belsher - When will the tornado post-mortem be over?  
- Closing of the administrative offices for the holidays – Collective agreement?  
- Rumours concerning the tax rate increase.  
- Would like a public pre-meeting for the budget.

**18-12-3606**

**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 of November 13, 2018, of the special meeting of November 1<sup>st</sup>, and of the two special meetings of November 28<sup>th</sup>, 2018
- 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 December
  - 5.5 Report regarding the delegation of authorized expenditures
  - 5.6 Adoption of the 2019 calendar of the Council's regular meetings
  - 5.7 Closing of the municipal administrative offices for the Holidays
  - 5.8 Maintaining services for Francophones in Ontario
  - 5.9 Tabling and adoption of the Policy on harassment in the workplace
  - 5.10 Awarding of contract - Coordination of the community centre project
  - 5.11 Mandate – Development of tools for the management of Human Resources
- 6. Public security**
  - 6.1 Resignation of volunteer firefighters
- 7. Public works**
  - 7.1 Assistance program for the local road network
  - 7.2 Easement – Commitment of payment for the future extension of the sewer network
- 8. Public hygiene**
- 9. Urban planning and zoning**
  - 9.1 Application for a minor variance for lot 5 627 645, located at 61 Carrefour Road
- 10. Recreation and culture**
- 11. Miscellaneous**
- 12. Various reports and correspondence**
  - 12.1 Tabling of various municipal reports:

- a) animals
- b) Tabling of the pecuniary interests of the Council members

**13. Tabling of the register of correspondence**

13.1 Register of the correspondence received in November 2018

**14. Public question period**

**15. Closing of meeting**

It is

Moved by : Susan McKay

Seconded by : Isabelle Patry

AND RESOLVED to adopt the agenda with the following modifications:

Addition of item 5.12: Tentative agreement – H el ene Gervais and Alain Larose.

Withdrawal of item 12.1 b: Tabling of the pecuniary interests of the Council members.

Carried

**18-12-3607**

**ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 13, 2018, OF THE SPECIAL MEETING OF NOVEMBER 1<sup>st</sup>, AND OF THE TWO SPECIAL MEETINGS OF NOVEMBER 28<sup>th</sup>, 2018**

It is

Moved by: Susan McKay

Seconded by: Scott McDonald

AND RESOLVED TO adopt the minutes of the regular meeting of November 13, 2018, of the special meeting of November 1<sup>st</sup>, and of the two special meetings of November 28<sup>th</sup>, 2018.

Carried

**18-12-3608**

**BUDGETARY TRANSFERS (DECEMBER 2018)**

It is

Moved by: Isabelle Patry

Seconded by: Leslie-Anne Barber

AND RESOLVED THAT the Municipality carries out the budgetary transfers as described on the attached list in the amount of **\$288, 275.00**.

Carried

**18-12-3609**

**LIST OF INVOICES TO PAY**

It is

Moved by: Susan McKay

Seconded by: Isabelle Patry

AND RESOLVED THAT this council authorizes the payment of invoices amounting to **\$85, 989.43** (see appendix) for the period ending on November 30, 2018, and to debit budget allocations related to the expenses mentioned on the said list.

Carried

**18-12-3610**

**LIST OF FIXED AND PREAPPROVED EXPENSES**

It is

Moved by: Scott McDonald

Seconded by: Isabelle Patry

AND RESOLVED THAT this council approves the list of disbursements and withdrawals done from November 1<sup>st</sup> to 26<sup>th</sup>, 2018, all for a total amount of **\$559, 284.44** (see appendix).

Carried

**18-12-3611**

**LIST OF INCURRED EXPENSES FOR THE MONTH OF DECEMBER 2018**

It is

Moved by: Thomas Howard

Seconded by: Susan McKay

AND RESOLVED to accept the incurring expenses shown in the appendix, for a total amount of \$9, 021.13 taxes included.

Carried

**The Director General tables the report regarding the delegation of authorized expenditures from November 1<sup>st</sup> to 26<sup>th</sup>, 2018.**

**18-12-3612**

**ADOPTION OF THE 2019 CALENDAR FOR REGULAR MUNICIPAL COUNCIL MEETINGS**

WHEREAS section 148 of the Quebec Municipal Code provides that Council must establish, before the beginning of each calendar year, the calendar of the regular meetings for the next year, setting the date and time at which they shall begin;

CONSEQUENTLY, it is

Moved by: Thomas Howard

Seconded by: Leslie-Anne Barber

AND RESOLVED THAT the calendar herein be adopted pertaining to the regular Municipal Council meetings for 2019, to be held on Tuesdays, beginning at 7:30 p.m.:

January	15	May	14	September	10
February	12	June	11	October	8
March	12	July	9	November	12
April	9	August	13	December	10

IT IS ALSO RESOLVED that the regular meeting of May will be held at the Breckenridge Community Hall located at 1491 route 148, Pontiac and that the regular meeting of August will be held at the Community Centre located at 2 Ferry Road, Pontiac.

Carried

**18-12-3613**

**CLOSURE OF THE MUNICIPAL ADMINISTRATIVE OFFICES FOR THE HOLIDAYS**

WHEREAS the holiday season;

It is

Moved by: Leslie-Anne Barber

Seconded by: Isabelle Patry

AND RESOLVED that, for the 2018-2019 holiday season, the Municipality of Pontiac's administrative offices will be closed from December 24, 2018 to January 2, 2019, inclusively.

Carried

**18-12-3614**

**MAINTAINING SERVICES FOR FRANCOPHONES IN ONTARIO**

WHEREAS the decision of the Ontario government to cut services that are offered to the Francophones on its territory, in particular by abolishing the Office of French Language Services Commissioner and abandoning the Francophone university project;

WHEREAS the decision of the *Assemblée de la francophonie ontarienne* (Assembly of Ontario's Francophonie) to oppose the decision of the government of Ontario;

WHEREAS the will of mayors and councillors who are part of the *Association française des municipalités de l'Ontario* (Francophone Association of Municipalities of Ontario) to join the movement in asking the government to review its decision;

WHEREAS the Franco-Ontarian leaders have deemed insufficient the announcement made by the Premier Doug Ford, concerning the appointment of an assistant to the ombudsman and an assistant to the Francophone affairs at his office, insufficient;

WHEREAS the Premier said that the Francophones of Ontario constitute one of the province's cultural minorities, therefore denying the notion of the founding peoples;

WHEREAS the approach of the Quebec Premier, François Legault, towards the Premier of Ontario;

It is

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

AND RESOLVE THAT the Municipality of Pontiac asks the Premier of Ontario to review his decision by re-establishing the Commissioner's position that he abolished, and by ensuring the implementation of the Francophone university project in Ontario.

IT IS ALSO RESOLVED THAT the Council expresses its solidarity with Ontario's Francophone municipal Council members.

IT IS ALSO RESOLVED THAT the Council asks the government of Canada and Quebec to continue their efforts to ensure that the government of Ontario reverses its decision.

IT IS ALSO RESOLVED THAT the Council asks government of Canada and Quebec to provide concrete support for the Francophone communities of Ontario;

FINALLY, IT IS RESOLVED THAT a copy of this resolution be sent to the Premier of Ontario, to the Minister responsible for Francophone Affairs of Ontario, to the Premier of Canada, to the Premier of Quebec, to the *Association française des municipalités de l'Ontario* (Francophone Association of Municipalities of Ontario) and to the *Fédération québécoise des municipalités* (Quebec Federation of Municipalities).

Carried on a divided vote

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

**18-12-3615**

**ADOPTION OF THE POLICY ON HARASSMENT IN THE WORKPLACE**

WHEREAS the Municipality of Pontiac has a duty to its employees to provide a safe and healthy work environment;

WHEREAS the *Labour Standards Act* provides an obligation for the employer to prevent psychological harassment and gives employees the right to have a work environment that is free of psychological harassment;

WHEREAS the Labour Standards Act provides for a new obligation to the employers to adopt a policy to prevent psychological harassment, including a complaint mechanism, starting on January 1st, 2019;

WHEREAS such procedure benefits both the Municipality and its employees;

It is

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

AND RESOLVED THAT this Council hereby authorizes the tabling and the adoption of the « *Policy on harassment in the workplace* », which will come into force as of its adoption.

Carried on a divided vote

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

**18-12-3616**

**AWARDING OF CONTRACT - COORDINATION OF THE COMMUNITY CENTRE PROJECT**

WHEREAS the Head of Division – Communications' position is vacant;

WHEREAS it is necessary to ensure a follow-up of the Community Centre project;

WHEREAS the Municipality has started the process for the construction of two new fire halls and that, consequently, has other needs in terms of project management, construction and renovation;

It is

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

AND RESOLVED TO retain the services of Mrs. Maria Eugenia Sahagun Huerta for a maximum of 260 hours, starting on January 1<sup>st</sup>, 2019, at the hourly rate of \$36.00 plus applicable taxes.

Carried

**18-12-3617**

**MANDATE – DEVELOPMENT OF TOOLS FOR THE MANAGEMENT OF HUMAN RESOURCES**

WHEREAS several changes were made to the Municipal organizational chart over the past few years and that a mandate to review the organizational structure and work organization is currently underway (resolution 18-10-3552);

WHEREAS the Council deems it appropriate to benefit from external support in order to identify the tools for the management of human resources, particularly regarding managerial employees, consequent to the evolution of the organizational structure;

It is

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

AND RESOLVED to accept the service offer of the *Fédération québécoise des municipalités* (FQM) for the development of tools for the management of Human Resources for a maximum amount of \$12, 750.00 plus applicable taxes.

Carried

**18-12-3618**

**TENTATIVE AGREEMENT - HÉLÈNE GERVAIS/ALAIN LAROSE**

WHEREAS a tentative agreement was reached in the file of the Superior Court of the District of Gatineau, bearing number 550-17-007971-144;

CONSEQUENTLY, it is

Moved by: Isabelle Patry  
Seconded by: Susan McKay

AND RESOLVED :

To ratify the tentative agreement reached on December 4, 2018 in the case of Hélène Gervais and Alain Larose vs. Municipality of Pontiac, C.S.G. No. 550-17-007971-144.

To authorize Ms. Joanne Labadie, Mayor, and Mr. Benedikt Kuhn, Director General and Secretary-treasurer, on behalf of the Municipality of Pontiac, to sign the receipt and the transaction-receipts in order to follow up and execute the terms and conditions of the out-of-court settlement agreement in this case.

Carried

**18-12-3619**

**RESIGNATION OF VOLUNTEER FIREFIGHTERS**

WHEREAS certain volunteer firefighters have offered their resignation or have been inactive for some time;

WHEREAS it is important to be able to count on a dynamic brigade capable of ensuring public safety;

It is

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

AND RESOLVED THAT Council accepts the resignation of the following volunteer firefighters:

- 100018
- 100048
- 100043
- 100006
- 100182
- 100037

IT IS ALSO RESOLVED THAT the Council wishes to thank them for their devoted service within the brigade.

Carried

**18-12-3620**

**ASSISTANCE PROGRAM FOR THE LOCAL ROAD NETWORK**

WHEREAS the members of the Municipal Council have read the terms of implementation for the Specific improvement projects component (PPA) of the Assistance program for the local road network (PAV) for Rivière, Kennedy and River Roads;

WHEREAS the accountability form V-0321 was duly completed;

WHEREAS the work was carried out, or the inherent fees are eligible for the PAV;

WHEREAS the road network for which a financial assistance was granted falls under municipal responsibility and is eligible to the PAV;

THEREFORE,

It is

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

AND UNANIMOUSLY RESOLVED THAT the Council of the Municipality of Pontiac approves the expenditures in the amount of \$72, 622.70 in relation with the improvement work that was carried out and the eligible inherent fees mentioned on the form V-321, in accordance with the Quebec Ministry of Transport's requirements.

Carried

**18-12-3621**

**EASEMENT – COMMITMENT OF PAYMENT FOR THE FUTURE EXTENSION OF THE SEWER NETWORK**

WHEREAS the owners of 791 Clarendon Street proceeded with an application to be connected to the sewer network in the sector of Quyon ;

WHEREAS the Municipality wishes to allow residents to have the opportunity that residential sewage be treated properly;

WHEREAS the grounds in that sector are unfavourable for the installation of a conventional septic installation;

WHEREAS it is customary for the network to be extended in front a the property in order for it to be connected and that the costs of this extension be at the expense of the applicant;

WHEREAS the Municipality wishes to promote the construction and/or renovation of buildings on its territory, therefore maintaining economic health;

It is

Moved by : Susan McKay  
Seconded by : Scott McDonald

AND RESOLVED THAT the Council mandates the Director General and the Mayor of the Municipality to sign a notarized document stating the following :

An easement engaging the owners, or the future owners, of 791 Clarendon St. to :

- 1- Pay their share for the future extension of the sanitary network under the same terms as the future applicants;
- 2- Not to oppose the extension of the sanitary network if one, or several owners, located in the extension of the current network, ask for such an extension;
- 3- All as described in the easement document prepared by the notary Me Lisa Gallinaro and which is an integral part hereof.

Under such terms, the owner(s) of 791 Clarendon St. have the authorization to be connected to the sanitary network in 2018.

Carried

**18-12-3622**

**APPLICATION FOR A MINOR VARIANCE FOR LOT 5 627 645, LOCATED AT 61 CARREFOUR ROAD**

WHEREAS the existing main building was affected by the 2017 spring floods;

WHEREAS the main building, which is located in the 0-20 year zone, is a total loss according to the ministerial decree;

WHEREAS it is possible to rebuild a new residence with a septic installation in the 20-100 year zone, at 4.49 metres of the front setback while the prescribed setback in this zone is 5 metres;

WHEREAS the space is limited in the 20-100 year zone;

WHEREAS it is a minor variance according to section 4.1.4 of the zoning bylaw and its amendments;

WHEREAS the recommendation of the Planning Advisory Committee (PAC) to approve the application for a minor variance;

It is

Moved by : Scott McDonald  
Seconded by : Isabelle Patry

AND RESOLVED THAT this Council approves the application for a minor variance in order to build a new main building in the 20-100 year zone, at 4.49 of the front setback instead of 5 metres.

Carried

**PUBLIC QUESTION PERIOD**

- |                     |   |
|---------------------|---|
| Jean-Claude Carisse | - Thanks for the support to the Franco-Ontarians.   |
| Ricky Knox          | - Is disappointed for the support to the Franco-Ontarians.  |
| William Twolan      | - Urban planning question concerning the addition of an dwelling in a secondary building.<br>- Inventory of the workable lands in agricultural territory. |
| Melvin Maxsom       | - Initiatives for attracting businesses in the Municipality.  |
| Anne Brûlé-Wiggins  | - Is disappointed with the door-to-door compost collection of compost.  |
| Joan Belsher        | - Opening date of the Community Centre in Quyon.  |
| Mo Laidlaw          | - Asks for information about the project for the park in ward 5.  |

Melvin Maxsom

- Option to opt out of the collection of compost.

**18-12-3623**

**CLOSING OF THE MEETING**

It is

Moved by: Isabelle Patry

Seconded by: Leslie-Anne Barber

AND RESOLVED to close the meeting at 8:47 p.m. having gone through the agenda.

Carried

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MAYOR

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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».*