



MUNICIPALITY OF PONTIAC

PROVINCE OF QUEBEC COUNTY OF PONTIAC

MINUTES of the regular meeting of the municipal council of the Municipality of Pontiac, held on Wednesday, November 13, 2019 at 7:30 p.m., at the Luskville Community Center, located at 2024, Hwy 148, Pontiac, those who were present:

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

Also present, Mr. Pierre Said, Director General and a few ratepayers.

Absence: Mrs. Isabelle Patry, Councillor.

1. OPENING OF THE MEETING

Mrs. Joanne Labadie, President, notes that there is quorum and proceeds with the opening of the meeting. The meeting starts at 7:31 p.m.

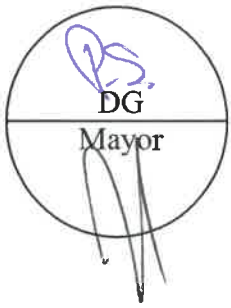
2. FLOOR TO THE PUBLIC AND QUESTIONS

Mrs. Joanne Labadie, President, takes note of the entries in the register of questions and gives the floor to the public.

3. ADOPTION OF THE AGENDA

- 1. Opening of the meeting**
- 2. Floor to the public and questions**
- 3. Adoption of the agenda**
- 4. Adoption of the minutes of the regular meeting held on october 9 and 23, 2019**
- 5. Administration**
 - 5.1 Budgetary transfers
 - 5.2 List of invoices to pay

19-11-3920



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- 5.3 List of fixed expenses
- 5.4 List of incurred expenses for the month of november
- 5.5 Tabling of the report regarding the delegation of authorized expenditures
- 5.6 Allocation of the allocated surplus – Lusk project
- 5.7 Notice of motion
- 5.8 Tabling of the draft bylaw 05-19 concerning the contract management policy of the Municipality of Pontiac
- 6. Public security**
- 6.1 Remuneration of the fire department's captains
- 7. Public works**
- 7.1 Sale of municipal assets - surplus
- 7.2 Implementation of the work schedule for grading the roads
- 8. Public hygiene**
- 8.1 Management of recyclable materials - Tricentris
- 9. Urban planning and zoning**
- 9.1 Replacement of employee #01-0141 during parental leave
- 9.2 Land acquisition following the spring floods
- 9.3 51 Sumac road - application for a minor variance to regularize the lot area
- 9.4 Lot 2 755 935 Cedarvale road – application for a minor variance to regularize the surface area and the frontage of the lot
- 10. Recreation and culture**
- 10.1 Pontiac snowmobile driver's Association inc. – right of way and authorization to install traffic signs “snowmobile crossing”
- 11. Miscellaneous**
- 12. Tabling of various reports**
- 13. Tabling of documents**
- 14. Public question period**
- 15. Closing of the meeting**

IT IS MOVED BY Councillor, Mr. Thomas Howard and seconded by Councillor, Mrs. Leslie-Anne Barber.

AND RESOLVED to adopt the agenda as prepared and read.

Carried



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19-11-3921

4. **ADOPTION OF THE MINUTES OF THE REGULAR MEETING HELD ON OCTOBER 9 AND 23, 2019**

IT IS MOVED BY Councillor, Mr. Scott McDonald and seconded by Councillor, Mr. Thomas Howard.

AND RESOLVED to adopt the minutes of the meetings held on October 9 and 23, 2019.

Carried

5. **ADMINISTRATION**

19-11-3922

5.1 Budgetary transfers

IT IS MOVED BY Councillor, Mrs. Susan McKay and seconded by Councillor, Mr. Thomas Howard.

AND RESOLVED THAT the Municipality carry out the budgetary transfers in the amount of \$76,658.00.

Carried

19-11-3923

5.2 List of invoices to pay

IT IS MOVED BY Councillor, Mrs. Leslie-Anne Barber and seconded by Councillor, Mr. Thomas Howard.

AND RESOLVED THAT this council authorizes the payment of invoices amounting to **\$253,472.99** for the period ending on October 29, 2019 and to debit budget allocations related to the expenses.

Carried

19-11-3924

5.3 List of fixed expenses

IT IS MOVED BY Councillor, Mrs. Nancy Draper-Maxsom and seconded by Councillor, Mrs. Leslie-Anne Barber.



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AND RESOLVED THAT this council approves the list of disbursements and withdrawals made from September 27 to October 29, 2019, all for a total amount of **\$524,500.72**.

Carried

19-11-3925

5.4 List of incurred expenses for the month of November

IT IS MOVED BY Councillor, Mrs. Susan McKay and seconded by Councillor, Mr. Thomas Howard.

AND RESOLVED to accept the incurring expenses, for a total amount of **\$7,933.28** taxes included.

Carried

5.5 Tabling of the report regarding the delegation of authorized expenditures

The period covers from September 27, 2019 to October 29, 2019.

19-11-3926

5.6 Allocation of the allocated surplus – Lusk project

WHEREAS in 2017, a tax was imposed for the borrowing bylaw #05-16 and this tax was reserved in an allocated surplus, as the work was delayed, and the financing did not take place until 2019;

THEREFORE, it is moved by Councillor, Mr. Thomas Howard and seconded by Councillor, Mr. Scott McDonald. **AND RESOLVED TO** allocate \$18,314.21 from the allocated surplus #59-13100-032 to the budget item #03-51000-034.

Carried



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5.7 Notice of motion

Notice of motion is given by Mrs. **Leslie-Anne Barber**, Councillor of Ward 6 of the Municipality of Pontiac that there will be adoption of the draft bylaw #05-19 (règl. no. 05-19 dans la version française – à corriger) concerning the contract management policy of the Municipality of Pontiac.

Leslie-Anne Barber

5.8 Tabling of the draft bylaw 05-19 concerning the contract management policy of the Municipality of Pontiac

6. PUBLIC SECURITY

6.1 Remuneration of the Fire Department’s Captains

WHEREAS a collective agreement was signed between the Municipality and the Firefighters’ Union of the Municipality of Pontiac on February 4, 2019;

WHEREAS the captains are excluded from this agreement;

WHEREAS there is no agreement provided for the remuneration of captains;

THEREFORE, it is moved by Councillor, Mr. Thomas Howard and seconded by Councillor, Mr. Scott McDonald.

AND RESOLVED THAT in order to respect the increased responsibilities of captains in relation to unionized members, the hourly rate for the captains be increased as follows, including a 2% annual salary increase. This chart will be revised on January 1, 2022, by the municipal council.

2019	2020	2021
\$26.30	\$26.82	\$27.36

19-11-3927



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IT IS ALSO RESOLVED to ratify an internal directive regarding the administrative remuneration of captains, which was established in 2017 under a recommendation from the École nationale des pompiers du Québec (ENPQ) to replace their monthly administrative salary, allowing them to perform six hours of administrative work per week.

FINALLY, IT IS RESOLVED THAT this resolution repeals resolutions #10-04-150, #06-02-032 and any other resolutions that may be related to the captains' salary.

Carried

7. PUBLIC WORKS

19-11-3928

7.1 Sale of municipal assets - surplus

WHEREAS the Municipality owns some assets and rolling equipment that it no longer needs and wishes to dispose of;

WHEREAS the Department of Public Works and Infrastructure and the Fire Department have produced a list of assets to be disposed of, via a call for tenders, that was presented to the Council;

THEREFORE, it is moved by Councillor, Mrs. Nancy Draper-Maxsom and seconded by Councillor, Mr. Thomas Howard.

AND RESOLVED THAT council transfers these assets from the public domain to the private domain and authorizes the Director General to dispose of the obsolete assets included in this list.

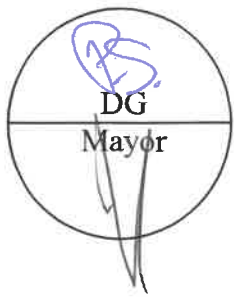
Carried

19-11-3929

7.2 Implementation of the work schedule for grading the roads

WHEREAS a work schedule was established for grading the roads;

THEREFORE, it is moved by Councillor, Mrs. Nancy Draper-Maxsom and seconded by Councillor, Mrs. Leslie-Anne Barber.



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AND RESOLVED THAT council asks the Public Works Department to implement the work schedule for grading the roads as soon as possible.

Carried

8. PUBLIC HYGIENE

19-11-3930

8.1 Management of recyclable materials - Tricentris

WHEREAS the MRC des Collines-de-l'Outaouais is a member of Tricentris, a sorting centre, which is responsible for the management and recovery of recyclable materials;

WHEREAS the membership agreement to Tricentris provides, in section 1.4.3, that an amount to make up for a shortfall in Tricentris' income, resulting from the management of the recovery and packaging of recyclable materials or from a shortage of these materials on the territory, may be claimed at the MRC once a year;

WHEREAS Tricentris' Board of Directors decided to request the application of clause 1.4.3 to its members;

WHEREAS the amount of clause 1.4.3 applicable to the MRC for the year 2019 is \$307,832.04 (taxes included);

WHEREAS these sums have not been provided for in the MRC's 2019 budget;

WHEREAS the invoice will be shared between the seven (7) local municipalities of the MRC des Collines-de-l'Outaouais;

WHEREAS the amount of the invoice which belongs to the Municipality is \$32,833.21;

THEREFORE, it is moved by Councillor, Mrs. Leslie-Anne Barber and seconded by Councillor, Mr. Scott McDonald.



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AND RESOLVED THAT council authorizes the payment of \$32,833.21 representing the portion of the exceptional contribution of Tricentris which belongs to the Municipality of Pontiac.

BE IT FURTHER RESOLVED THAT this expense be allocated to budget item # 02-451-20-951 and funded through the non-allocated surplus.

Carried

9. URBAN PLANNING AND ZONING

19-11-3931

9.1 Replacement of employee #01-0141 during parental leave

WHEREAS employee #01-0141 will leave her position for a fixed period of one year due to parental leave;

WHEREAS the departure of employee #01-0141 is expected in the coming months;

WHEREAS to date, the Municipality has received several quality applications;

WHEREAS the Municipality has the opportunity to train a new employee before the departure of employee #01-0141;

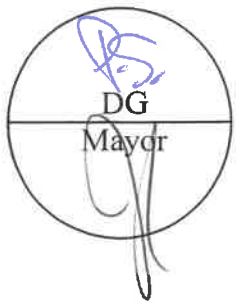
WHEREAS this involves filling a unionized position during the period of absence;

WHEREAS this is a temporary position for a period of 16 months;

THEREFORE, it is moved by Councillor, Mrs. Leslie-Anne Barber and seconded by Councillor, Mr. Thomas Howard.

AND RESOLVED THAT the Director General and the Director of the Urban Planning Department be mandated to proceed as soon as possible with recruiting and hiring a new employee as a replacement during the parental leave of the Urban Planning Department office clerk.

Carried



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19-11-3932

9.2 Land acquisition following the spring floods

WHEREAS the properties mentioned below were heavily damaged during the spring floods;

WHEREAS the owners have chosen to take the allowance offered by the Ministry of Public Security;

WHEREAS the owners have declared that they wish to transfer their land to the Municipality of Pontiac in order to obtain the additional financial assistance offered by the Ministry of Public Security;

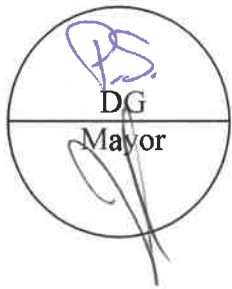
WHEREAS the owners agree to respect all the commitments determined by the Ministry under Decree 495-2017, namely to:

- Obtain, before the beginning of the work, all necessary permits and approvals;
- Proceed with the demolition of their residence according to the laws and regulations in force;
- Remove foundations in accordance with applicable laws and regulations, and in such a way that the removal does not constitute a risk to people;

THEREFORE, it is moved by Councillor, Mrs. Susan McKay and seconded by Councillor, Mr. Scott McDonald.

AND RESOLVED THAT the Municipality of Pontiac agrees to acquire, for the nominal amount of \$1.00, the following lots:

- Lot 2 683 149, located at 21 Bergeron Road;
- Lot 2 683 240, located at 29 Vacanciers Road;
- Lot 2 683 185, located at 91 Bord-de-l'Eau Road;
- Lot 2 683 164, located at 129 Bord-de-l'Eau Road;
- Lot 2 683 169, located at 141 Bord-de-l'Eau Road;
- Lot 5 815 376, located at 447 Clavelle Road;
- Lot 2 682 359, located at 799 Saphir Road;
- Lot 2 682 353, located at 952 Saphir Road;
- Lot 5 275 119, located at 967 Ruisseau Road



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IT IS ALSO RESOLVED THAT the deeds of assignment and other necessary deeds be prepared by Me Lisa Gallinaro at the expense of the Municipality of Pontiac and that these expenses may be included in the municipal claim to the Ministry of Public Security.

Carried

19-11-3933

9.3 51 Sumac Road - application for a minor variance to regularize the lot area

WHEREAS an application for a minor variance was submitted for the lot designated under lot 3 118 027 located at 51 Sumac Road, in order to allow a lot of an area of 2, 957 square metres instead of 3,700 square metres for an unserved lot;

WHEREAS the regulatory provision for the purpose of this application is section 3.8.1 of the zoning bylaw 177-01 and its amendments;

WHEREAS the Planning Advisory Committee (PAC) has analyzed this application for a minor variance on October 30, 2019 and unanimously recommended that council grants the minor variance on lot 3 118 027 at 51 Sumac Road;

WHEREAS the council has heard from the interested parties;

WHEREAS the property was subdivided before the entry into force of this bylaw;

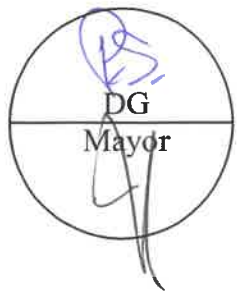
WHEREAS the dimensions of the lot never changed;

WHEREAS the lot was part of a lot before the cadastral reform;

WHEREAS the owner cannot obtain a permit for the reconstruction of a main building without obtaining a subdivision permit for his property;

WHEREAS the lot can hardly be enlarged to meet the regulatory standard of 3,700 square metres;

WHEREAS the lot can be equipped with a septic system that complies with provincial regulations;



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THEREFORE, it is moved by Councillor, Mrs. Leslie-Anne Barber and seconded by Councillor, Mr. Scott McDonald.

AND RESOLVED THAT the Municipal Council accepts the application for a minor variance to allow the subdivision of a lot with a surface area of 2,957 square metres instead of 3,700 square metres for an unserviced lot.

Carried

19-11-3934

9.4 Lot 2 755 935 Cedarvale Road – application for a minor variance to regularize the surface area and the frontage of the lot

WHEREAS an application for a minor variance was submitted for the lot designated under lot 2 755 935 located on Cedarvale Road in order to allow a lot with a surface area of 1,060 square metres instead of 3,700 square metres for an unserviced lot;

WHEREAS the regulatory provision for the purpose of this application is section 3.8.1 of the zoning bylaw 177-01 and its amendments;

WHEREAS this application for a minor variance also includes an application to allow a lot with a frontage of 29.30 square metres instead of 45 metres for an unserviced lot;

WHEREAS the regulatory provision for the purpose of this application is section 3.8.1 of the zoning bylaw 177-01 and its amendments;

WHEREAS the Planning Advisory Committee (PAC) analyzed this application for a minor variance on October 30, 2019 and unanimously recommends that Council grants the minor variances on lot 2 755 935 on Cedarvale Road;

WHEREAS the Council has heard from the interested parties;

WHEREAS the property was subdivided before the entry into force of this bylaw;

WHEREAS the dimensions of the lot never changed;



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WHEREAS the lot was part of a lot before the cadastral reform;

WHEREAS the owner cannot obtain a permit for the reconstruction of a main building without having obtaining a subdivision permit for his property;

WHEREAS the lot can hardly be enlarged to meet the regulatory standard of 3,700 square metres and 45 metres frontage;

WHEREAS the lot can be equipped with a septic system that complies with provincial regulations;

THEREFORE, it is moved by Councillor, Mr. Scott McDonald and seconded by Councillor, Mrs. Leslie-Anne Barber.

AND RESOLVED THAT the Municipal Council accepts the application for a minor variance to allow the subdivision of a lot with a surface area of 1,060 square metres instead of 3,700 square metres and with a frontage of 29.30 metres for an unserviced lot.

Carried



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10. RECREATION AND CULTURE

19-11-3935

10.1 Pontiac Snowmobile Driver's Association Inc. – right of way and authorization to install traffic signs “snowmobile crossing”

WHEREAS the request from the Pontiac Snowmobile Drivers Association Inc., for a right of way on roads and easements of the Municipality of Pontiac;

WHEREAS the request from the Pontiac Snowmobile Drivers Association Inc., for the installation of signs for “snowmobile crossing” on various municipal roads;

THEREFORE, it is moved by Councillor, Mrs. Nancy Draper-Maxsom and seconded by Councillor, Mr. Thomas Howard.

AND RESOLVED THAT the Municipality approves the list that was submitted, regarding a right of way on municipal roads and accepts the Pontiac Snowmobile Drivers Association Inc’s. request regarding the signage for road crossings on municipal roads as presented, and that it reiterates the necessity to respect the current regulation.

Carried

11. MISCELLANEOUS

No discussion.

12. TABLING OF VARIOUS REPORTS

No documents.

13. TABLING OF DOCUMENTS

Filing of comparative budget and accounting statements of revenues and expenses.

14. PUBLIC QUESTION PERIOD

Mrs. Joanne Labadie, President, asks the people present if they have questions.



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19-11-3936

15. CLOSING OF THE MEETING

IT IS MOVED BY Councillor, Mrs. Susan McKay and seconded by Councillor, Mrs. Nancy Draper-Maxsom.

AND RESOLVED THAT this council accepts the closing of the meeting at 8:12 p.m.

Carried

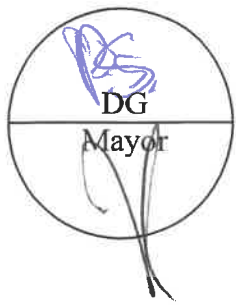
A handwritten signature in blue ink, appearing to read 'Said'.

Mr. Pierre Said
DIRECTOR GENERAL

A handwritten signature in black ink, appearing to read 'Labadie'.

Mrs. Joanne Labadie
MAYOR

« 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».



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PUBLIC QUESTION PERIOD

First question period

1-Jean Côté	Mr. Côté asks where we are concerning the Community Centre in Quyon. Mayor Labadie answers that we now have an access ramp until the month of April. The plans for the stairs are postponed because of the snow. The kitchen is ready, and we are waiting for it to be connected to natural gas.
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2nd question period

1-Alice Laidlaw	Mrs. Laidlaw asks about the list of surplus assets and when it will be available. Mayor Labadie replies that it will be available tomorrow on our Web site.
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